



Village of Riverside
Capital Improvement Plan
Fiscal Years 2023 - 2032

Revised August, 2022

Overview of the Capital Improvement Plan

This document presents the ten year capital improvement plan (“CIP”) for the Village of Riverside which spans fiscal years 2023 through 2032. This CIP has been reviewed extensively by staff and is organized by funding source, fiscal year, and department. The Plan will be updated periodically as additional information is received, additional capital needs are identified and existing capital needs are reprioritized. The CIP assigns projects and purchases to the years in which they are expected to commence. This CIP identifies funding sources and is fully balanced except where noted. This document should be viewed as a tool for both the Village Board and department managers to assist with the annual budgeting process which will get currently underway. Please note that a number of available funds are restricted to specific capital expenditures or have legal restrictions on their use. For example, the Water & Sewer Fund may only pay for assets associated with water and wastewater operations while available funds in the Motor Fuel Tax Fund are limited to assets related to streets and roads.

Presentation of materials in this format will allow the Village Board to review the Village’s capital needs and plan for their funding. This CIP will provide the framework for future financial planning and for the forthcoming budget discussions. Every year that this CIP is updated, an additional year is added at the end (rolling ten year period) and some items that may have been previously scheduled in a specific year may be deferred or eliminated due to funding issues or as a result of re-prioritization. Capital items listed in Fiscal Year 2023 were reviewed and evaluated by the Village Manager.

The purposes for this CIP are to:

- 1) Provide accountability and planning at the department and fund levels;
- 2) Provide a tracking mechanism for short-term and long-term capital needs;
- 3) Prioritize current and future capital needs;
- 4) Develop a short-term and long-term financing schedule;
- 5) Align capital projects with short and long-term goals of the Village; and
- 6) Maintain the community’s infrastructure.

A ten year capital plan is of more value than a five year plan in a community such as Riverside due to the non-home-rule status of the community. As a non-home-rule community, the Village has greater restrictions with respect to available financing than a home-rule community. To fund capital projects with the issuance of debt, the residents of the Village would need to approve such issuance via a referendum. Additionally, costly infrastructure and equipment often times have a longer “life expectancy” than 5 years and therefore a 5 year plan would not capture those items deemed appropriate for a debt issuance until these items were past their useful life. For example, a number of fire vehicles, on average, have asset lives spanning 15-20 years. If the Village were to remain with a 5-year plan, this would not provide us with sufficient detail or lead-time to appropriately evaluate and discuss funding options for the acquisition of such assets.

Current Estimated Life Expectancies of Capital Assets:

<u>Capital</u>	<u>Years</u>
Buildings and improvements	50
Wells and water mains	20-80
Parking lots	20
Machinery and equipment	5-10
Vehicles	6-20
Infrastructure (e.g. roads, streets, sidewalks)	50
Software	5-7

Items of Note

The following are major items of note:

- 1) This CIP will be included in the Fiscal Year 2023 Budget document once it has been reviewed by the Village Board.
- 2) Last year’s plan spanned fiscal years 2022 through 2031. This year’s CIP pushes one year forward in advance of the current fiscal year and spans from Fiscal Year 2023 through Fiscal Year 2032.
- 3) As described previously, this Plan is subject to annual modification as a result of updated needs assessments and updated pricing information. Any subsequent changes to this Plan will be specifically identified and a comparison of the most recent version and previous version will be provided.
- 4) The total of this 2023 Capital Improvement Plan is \$6,422,671 and has increased approximately \$3,132,143; or 195% over 2022 projected year-end total of \$3,290,528. This is due to the large Shenstone Water Main, Sewer Upsizing and Road Resurfacing project largely funded by the Water and Sewer Fund. This large increase from 2022 expected year end also includes the following projects which have been deferred from 2022: Des Plaines River Trail, Ambulance Purchase and Standpipe Painting,
- 5) At the end of Fiscal Year 2023, the fund balance for the Capital Projects fund is projected to be approximately \$7,000. Please note that this projected balance is based on Finance’s analysis of year-to-date actual revenues and expenditures and anticipated activity for the remainder of 2022, including a transfer to capital fund from the general fund for projects. As anticipated, this projected year-end fund balance reflects a decrease over prior year-end due to the capital expenses incurred and the timing of any eligible grant reimbursements.
- 6) The unassigned General fund balance is projected to decrease by \$525,000; from \$847,250 as of December 31, 2021 to \$322,250 as of December 31, 2022. This decrease is due to the estimated \$525,000 transfer out from the General Fund Unassigned Fund Balance to the Capital Projects Fund these resources will fund 2023 Capital Improvements. 2022 Revenues are exceeding expectations, however, the damage related to the June 13, 2022 storm caused approximately \$625,000 in tree damage. For your reference, the following table lists the historical total fund balances and unassigned fund balances for the General Fund.

Fund Balance- General Fund					
Fiscal year-end	Total fund balance	Unassigned fund balance	Increase/(decrease) in unassigned fund balance		
			\$ Change	% Change	
2011	6,254,456	3,759,927	432,743	13.01%	
2012	6,997,808	4,081,763	321,836	8.56%	
2013	6,581,589	3,440,325	(641,438)	-15.71%	
2014	5,491,791	2,268,596	(1,171,729)	-34.06%	
2015	5,491,437	2,290,880	22,284	0.98%	
2016	4,596,486	1,115,692	(1,175,188)	-51.30%	
2017	3,677,720	19,819	(1,095,873)	-98.22%	
2018	4,266,377	964,124	944,305	4764.65%	
2019	4,122,759	600,552	(363,572)	-37.71%	
2020	4,231,262	543,985	(56,567)	-9.42%	
2021	4,733,485	847,250	303,265	55.75%	
2022*	4,483,485	322,250	(525,000)	-61.97%	
* Amounts estimated based on projected revenues and expenditures.					

Items of Note (continued)

- 7) This CIP currently reflects \$2,789,066 in capital equipment purchases, improvements and debt service for the Water & Sewer Fund which is an increase of \$1,870,360 over 2022 projected expenditures of \$918,706. The major increases include the water meter replacement program, the roll-over of the standpipe painting and the Shenstone Water Main, Sewer Upsizing and Road Resurfacing project largely funded by the Water and Sewer Fund. The maintenance of the Village’s water and sewer infrastructure is a high priority and requires significant annual investment. Please also keep in mind that water main and sewer line replacement projects will be carried-out in close coordination, when practical, with many road and street improvement projects to eliminate any work that would be identified as duplicative and to minimize the disruption to residents. The Water and Sewer Fund also contributes its proportional share of capital projects that support their department such as improvements to the Public Works Facility Roof.

Water & Sewer Fund Capital Expenses				
	Fiscal	Total Capital	From Prior Year	
	Year-end	Expenses	\$ Change	% Change
	2011	327,701	(1,796,518)	-84.57%
	2012	9,238	(318,463)	-97.18%
	2013	545,428	536,190	5804.18%
	2014	987,746	442,318	81.10%
	2015	324,937	(662,809)	-67.10%
	2016	745,422	420,485	129.40%
	2017	3,333,482	2,588,060	347.19%
	2018	1,017,204	(2,316,278)	-69.49%
	2019	470,553	(546,652)	-53.74%
	2020	219,095	(251,458)	-53.44%
	2021	141,000	(78,095)	-35.64%
	2022	400,000	259,000	183.69%
	* The 2022 capital expenses represent the original budget amounts, adjusted for projected actual expenses.			

- 8) The inflation rate for the cost of construction continues to rise in the Chicagoland area. During Fiscal Year 2022, we experienced an increase of 30%. Increases are estimated to range from 5% - 15% annually for the duration of this Plan.
- 9) At the end of 2021, the Village had available for withdrawal \$1,437,799 at IRMA. These funds have historically been kept at these agencies to smooth insurance costs if there is a year with a large claim history. These are reported as prepaids on the balance sheet in the annual audit and are not included in General Fund Unassigned Fund Balance.
- 10) Included in this report is a listing of all vehicles owned and maintained by the Village.

- 11) A street improvement map, also found on the Village Website, is also included showing street improvements including the street improvements planned throughout the duration of this plan.

Issues to Consider

- 1) The combined estimated unassigned Fund Balance in the Capital Projects Fund at the end of Fiscal Year 2023 is \$10,000 and at the end of Fiscal Year 2022 the Unassigned Fund Balance in the General Fund is \$322,250. This assumes an estimated \$525,000 transfer to capital will be needed for the proposed CIP

Staff Recommendation: Begin discussions of which projects to include in the 2023 Capital Improvement Plan.

- 2) The Village conducted a Facility Needs Assessment in 2018 to address the needs of Public Safety and the aging condition of current facilities. To address the needs of the Village's facility infrastructure, the Capital Improvement Plan includes \$95,000 in 2023 for maintenance which is currently unfunded. Maintenance costs for the Village's aging facilities continues to grow.

Staff Recommendation: Staff recommends utilizing the Limited Tax Debt solely to address facility improvements. Starting with the limited tax debt issuance in 2023, staff will recommend significant improvements and redesign/reconstruction for Public Safety Facilities.

Please begin discussion of the board's vision for the Youth Center property and how this facility can be utilized in the future to meet staffing needs. Staff recommends that they begin meet with representatives from the Preservation Commission to discuss the potential renovation of the youth center and the appropriate massing and design of such an addition/renovation.

- 3) This Plan assumes a Referendum Debt issuance for Streets in 2024. The Village has seen large increases in Non-Home Rule Sales Tax and Motor Fuel Tax Funding in the last two years due to the collection of online sales tax and the price of gasoline. Revenue estimates are very conservative in this plan. A portion of MFT revenues are being allocated to the General Fund to offset qualifying operational expenses.

Staff Recommendation: Discuss potentially delaying a referendum for debt or issuing debt for other community needs.

- 4) The Parks and Recreation Capital Plan does not have enough funding for large playground redesigns. Currently, the Parks and Recreation Department has a survey scheduled to solicit community feedback.

Staff Recommendation: Discuss the Board's desire to redesign parks versus equipment replacement. Begin discussions regarding mechanisms for additional funding. Options include:

- Reserves held at IRMA
- OSLAD/PARC Grants
- General Obligation Tax Debt
- Increase Tax Rate

5) The upcoming 10 year Capital Improvement Plan has a total of \$4,680,000 in Public Safety vehicle replacement costs of which \$3,010,000 are identified as heavy duty vehicles. Under current funding models the Village is not prepared for these upcoming costs without an additional dedicated funding source. Below is a summary of the heavy duty vehicles in need of replacement.

Fire Department Heavy Duty Vehicles			
Year	Vehicle Description	Cost	Notes
2023	Rescue Pumper	\$ 750,000.00	Replace existing 2003 Emergency one pumper #1621
2025	Rescue Pumper	\$ 750,000.00	Replace existing custom 1996 Emergency one pumper #1611
2027	Aerial fire truck	\$ 1,200,000.00	Replace existing 2000 aerial fire truck No. 1629.
2029	Ambulance	\$ 310,000.00	Replace 2018 Ambulance #1624
Grand Total:		\$ 3,010,000.00	

Staff Recommendation: Staff recommends utilizing the surplus realized from the American Rescue Plan (ARPA) to help fund the purchase of these heavy duty vehicles. The Village’s ARPA Funding is estimated at \$1,164,090 which will be realized from reimbursements from qualifying expenses. The ARPA Funding will cover the purchase of the Rescue Pumper in 2023.

Begin discussions regarding mechanisms for additional funding. Options include:

- Reserves held at IRMA
- General Obligation Tax Debt
- Increase Tax Rate

6) Staff felt it was important to present a balanced Capital Plan for your consideration, and has also included the list of projects originally submitted that were deemed unfunded by the Village Manager or that will only be included in future plans unless grant funding has been awarded.

Staff Recommendation: Discuss any unfunded or grant contingent projects that you would like included in the 2023 Plan.

General CIP

		Year											
		2022 Budget	2022 Proj	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Revenue													
	Grants		\$ 10,000										
	Green Initiative		\$ 10,000	\$ 8,000									
	Interest												
	Gifts and Donations												
	Asset Sales		\$ 16,000										
	Police Fines		\$ 500	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	Surplus derived from APRA		\$ 582,045										
	General Fund Transfers		\$ 525,000										
	Rec Repayment		\$ 45,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Total Capital Revenue			\$ 1,188,545	\$ 34,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
Interdepartmental													
	Salary Survey	\$ 15,000	\$ -										
	Drone			\$ 20,000					\$ 40,000				
Community Development													
	Forest Ave Lighting				\$ 200,000								
	Gateway/Wayfinding Signage				\$ 8,500								
	LIDAR Survey					\$ 35,000	\$ 20,000		\$ 20,000				
	Marketing Plan							\$ 50,000					
	Community Comprehensive Plan								\$ 100,000				
	Software Updates										\$ 45,000		
	Sustainability/Climate Action Initiatives			\$ 7,500	\$ 10,000	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Public Works													
	PW Vehicle Replacement	\$ 104,000	\$ 104,000	\$ 100,000	\$ 125,000	\$ 60,000	\$ 75,000	\$ 125,000					
	CBD Planting Refresh			\$ 15,000									
	Electric Zero Turn Mower/Charger			\$ 39,000			\$ 40,000						
	Large Area Mower					\$ 90,000							
	Enclosed Mower Trailer			\$ 12,000									
	Bucket Truck			\$ 200,000									
	Reforestation	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Police Department													
	Body/ car/taser cameras	\$ 60,000	\$ 61,000	\$ 68,000	\$ 68,000	\$ 68,000	\$ 68,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
	Firearms ammunition	\$ 10,000	\$ 10,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
	Radio Replacement	\$ 50,000	\$ 58,000	\$ 56,000	\$ 56,000	\$ 56,000	\$ 56,000						
	Village Wide Cameras	\$ 40,000	\$ 40,000	\$ 30,000	\$ 30,000	\$ 10,000	\$ 30,000	\$ 10,000	\$ 60,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	Police Vehicles	\$ 181,000	\$ 128,000	\$ 175,000	\$ 140,000	\$ 140,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000
	Facility improvements		\$ 15,000	\$ 15,000									
Fire Department													
	Alarm Monitoring Upgrades				\$ 10,000		\$ 10,000		\$ 50,000			\$ 10,000	\$ 10,000
	Radio Replacement			\$ 60,000	\$ 60,000	\$ 60,000							
	Turnout Gear			\$ 25,000		\$ 25,000		\$ 25,000		\$ 25,000			
	SCBA										\$ 180,000		

	Thermal Imaging Cameras					\$ 25,000								
	Fire Engine/ Ladder Truck	\$ 750,000		\$ 750,000		\$ 750,000		\$ 1,200,000						
	Ambulance	\$ 280,000		\$ 300,410						\$ 310,000				
	FD Vehicles*	\$ 55,000		\$ 70,000	\$ 65,000			\$ 65,000						
	Knox Box for Vehicles			\$ 12,000										
	Amkus Rescue Tool Replacement					\$ 20,000								
IT														
	Software Updates	\$ 40,761	\$ 40,761	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Hardware Upgrades	\$ 37,250	\$ 33,500	\$ 6,000	\$ 8,500	\$ 42,000	\$ 59,500	\$ 29,950	\$ 55,414	\$ 31,391	\$ 31,383	\$ 60,000	\$ 40,000	
	Phone System Replacement									\$ 21,600	\$ 22,248	\$ 22,915	\$ 23,603	
	Printer/ Plotter			\$ 10,000										
	Total Capital Expenses	\$ 1,648,011	\$ 515,261	\$ 2,057,910	\$ 818,000	\$ 1,453,000	\$ 580,500	\$ 1,779,950	\$ 600,414	\$ 672,991	\$ 563,631	\$ 377,915	\$ 358,603	
	Beginning Fund Balance		\$ 1,357,581	\$ 2,030,865	\$ 6,955	\$ (785,045)	\$ (2,212,045)	\$ (2,766,545)	\$ (4,520,495)	\$ (5,094,908)	\$ (5,741,899)	\$ (6,279,530)	\$ (6,631,445)	\$ (6,631,445)
	Ending Fund Balance		\$ 2,030,865	\$ 6,955	\$ (785,045)	\$ (2,212,045)	\$ (2,766,545)	\$ (4,520,495)	\$ (5,094,908)	\$ (5,741,899)	\$ (6,279,530)	\$ (6,631,445)	\$ (6,964,048)	\$ (6,964,048)

S Delaplaine Resurfacing								\$ 393,125					
Robinson Ct Reconstruction							\$ 238,280						
Berkley Reconstruction												\$ 265,938	
Byrd Reconstruction												\$ 398,906	
Alley Improvements													
Kent Reconstruction			\$ 275,471										
Selborne Reconstruction			\$ 64,756										
Lincoln Reconstruction			\$ 117,335										
Total Capital Expenses		\$ 1,321,000	\$ 1,128,447	\$ 1,209,379	\$ 1,362,717	\$ 1,445,506	\$ 428,280	\$ 752,991	\$ 1,321,347	\$ 394,410	\$ 547,440	\$ 854,844	
Beginning Fund Balance		\$ 650,000	\$ 61,155	\$ (158,311)	\$ 1,387,203	\$ 1,650,317	\$ 820,337	\$ 1,015,556	\$ 894,145	\$ 212,568	\$ 466,227	\$ 575,267	
Ending Fund Balance		\$ 61,155	\$ (158,311)	\$ 1,387,203	\$ 1,650,317	\$ 820,337	\$ 1,015,556	\$ 894,145	\$ 212,568	\$ 466,227	\$ 575,267	\$ 385,427	

Facilities CIP

			Year										
			2022 EYE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Revenue													
	Grants												
	LTD Tax Debt			\$ 1,200,000		\$ 1,220,000	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,275,000		
Total Capital Revenue			\$ -	\$ 1,200,000	\$ -	\$ -	\$ 1,220,000	\$ -	\$ -	\$ 1,250,000	\$ -	\$ -	\$ 1,275,000
Public Works													
	Train Station Electrical Improvements	\$ 14,000		\$ 18,000									
	Village Hall Office Build-out	\$ 93,750	\$ 93,750										
	Village Hall Tuckpointing			\$ 187,500									
	Municipal Repairs	\$ 175,000	\$ 125,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Facility Improvements/ Redesign			\$ 600,000		\$ 1,050,000		\$ 1,200,000					
Total Capital Expenses			\$ 218,750	\$ 93,000	\$ 837,500	\$ 50,000	\$ 1,100,000	\$ 50,000	\$ 50,000	\$ 1,250,000	\$ 50,000	\$ 50,000	\$ 50,000
Fund Balance			\$ (218,750)	\$ 888,250	\$ 50,750	\$ 750	\$ 120,750	\$ 70,750	\$ 20,750	\$ 20,750	\$ (29,250)	\$ (79,250)	\$ 1,145,750

Parks and Recreation Capital Improvement

Description	Year											
	2022 BUDGET	2022 EST YE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Revenue												
Surplus From Operating		\$ 80,000	\$ 80,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000
SRA Funds		\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Donations												
Grant Funds		\$ 100,000										
Total Capital Revenue		\$ 225,000	\$ 125,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 140,000	\$ 95,000
Plans												
Community Survey	\$ 25,000	\$ 25,000										
Park/Facility/Program Analysis			\$ 40,000									
Comprehensive Park Master Plan				\$ 125,000								
Equipment/Software												
Registration Software	\$ 3,000	\$ -					\$ 10,000					
Business Machine for main office											\$ 13,000	
Emergency Playground Repairs	\$ 3,000	\$ 3,000	\$ 3,300	\$ 3,630	\$ 3,993	\$ 4,392	\$ 4,831	\$ 5,314	\$ 5,845	\$ 6,429	\$ 7,071	\$ 7,778
Vehicles												
Pick up Truck Replacement		\$ -										
Replacement Field Tractor						\$ 13,000						
Replacement Field Tractor Trailer								\$ 3,000				
Replacement Van										\$ 63,000		
Facilities												
Water Tower Conf Room Demo & Reno	\$ 14,000		\$ -	\$ 14,000								
Quincy Community Ctr. Improvements			\$ 12,000									
Tuckpointing for Quincy			\$ 10,000									
Scout Cabin Renovations			\$ 10,000	\$ -								
Park Improvements												
ADA Crosswalk/Sidewalk Project		\$ 80,000										
Park/Playground Signage		\$ 15,000										
Athletic Field at Indian Gardens		\$ 20,000										
Plantings at Patriots			\$ -	\$ 3,000								
Rubber Playground Surface	\$ 47,700											
Blythe Court Resurfacing					\$ 13,000							
Blythe Fence Replacement					\$ 7,000							
Indian Gardens Resurfacing					\$ 70,000							
Indian Gardens Fence Replacement					\$ 10,000							
Harrington Park Resurfacing							\$ 27,000					
Indian Gardens Ballfield Fencing								\$ 22,000				

Parks and Recreation Capital Improvement

Description	Year											
	2022 BUDGET	2022 EST YE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Harrington Ballfield Fencing									\$ 22,000			
Big Ball Park Ballfield Fence									\$ 12,000			
Loan Repayment	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Total Capital Expenses		\$ 168,000	\$ 100,300	\$ 170,630	\$ 128,993	\$ 42,392	\$ 66,831	\$ 55,314	\$ 52,845	\$ 106,429	\$ 45,071	\$ 32,778
Beginning Fund Balance		\$ 184,346	\$ 241,346	\$ 266,046	\$ 235,416	\$ 246,423	\$ 344,031	\$ 417,200	\$ 501,886	\$ 589,041	\$ 622,612	\$ 717,541
Ending Fund Balance		\$ 241,346	\$ 266,046	\$ 235,416	\$ 246,423	\$ 344,031	\$ 417,200	\$ 501,886	\$ 589,041	\$ 622,612	\$ 717,541	\$ 779,763
Grant Contingent Funded Projects												
<i>Harrington Park Redesign</i>			\$ -	\$ -	\$ 100,000	\$ 680,000						
<i>Blythe Park Playground Replacement</i>					\$ 800,000							
<i>Turtle Park Playground Replacement</i>						\$ 700,000						
<i>Patriots Park Playground Replacement</i>							\$ 800,000					

Water and Sewer Infrastructure Improvement Plan

Description	Year											
	2022 BUDGET	2022 EST YE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Revenue												
Alternative Revenue Bonds					\$ 5,000,000					\$ 6,000,000		
W/S Operating Capital Contribution		\$ 1,015,000	\$ 1,015,000	\$ 1,027,688	\$ 1,040,534	\$ 1,053,540	\$ 1,066,710	\$ 1,080,043	\$ 1,093,544	\$ 1,107,213	\$ 1,121,053	\$ 1,135,067
Water Meter Replacement Fee		\$ 300,000	\$ 300,000	\$ 300,000								
Infrastructure Fee												
Total Capital Revenue		\$ 1,315,000	\$ 1,315,000	\$ 1,327,688	\$ 6,040,534	\$ 1,053,540	\$ 1,066,710	\$ 1,080,043	\$ 1,093,544	\$ 7,107,213	\$ 1,121,053	\$ 1,135,067
Capital Project												
Vehicle Replacement			\$ 35,000	\$ 125,000			\$ 125,000	\$ 150,000		\$ 137,500	\$ 157,500	\$ 137,500
Vibratory Roller			\$ 25,000									
Asphalt Hot Box			\$ 40,000									
Roof Repair/ Replacement				\$ 30,000				\$ 62,500		\$ 30,000		
Facility/Network Improvements	\$ 387,175	\$ 50,000	\$ 410,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000	
Water Meter Replacement	\$ 414,000.00	\$ 350,000	\$ 350,000	\$ 350,000								
Watermain/Sewer Separation												
Shenstone Water Main and Resurface			\$ 1,065,222									
Shenstone Sewer Upsizing			\$ 360,938									
Herbert Water Main and Resurface					\$ 228,632	\$ 45,207						
Herbert Water Main and Resurface					\$ 457,265	\$ 100,469						
Gage Water Main and Resurface					\$ 1,463,246	\$ 327,253						
Olmsted Water Main and Resurface					\$ 1,508,973	\$ 344,762						
Olmsted Corridor Sewer Separation					\$ 2,908,651							
W Quincy Water Main and Resurface								\$ 370,192				
W Burlington Water Main and Resurface								\$ 364,775				
Longcommon Corridor Sewer Separation										\$ 4,877,063		
Audobon Water Main and Resurface										\$ 852,033		
Downing Water Main and Resurface										\$ 981,670		
Bartram Water Main and Resurface											\$ 1,170,852	
Debt Service												
Existing Debt Service Payments	\$ 461,553	\$ 518,706	\$ 502,906	\$ 100,006	\$ 100,006	\$ 100,006	\$ 100,006	\$ 100,006	\$ 100,006	\$ 100,006	\$ 100,006	
Future Debt Issuance Payments-2025						\$ 569,583	\$ 568,625	\$ 572,250	\$ 570,500	\$ 568,500	\$ 571,250	\$ 568,625
Future Debt Issuance Payments-2030											\$ 682,500	\$ 686,375
Total Capital Expenses		\$ 918,706	\$ 2,789,066	\$ 605,006	\$ 6,716,773	\$ 1,487,280	\$ 843,631	\$ 1,619,723	\$ 720,506	\$ 7,546,772	\$ 2,632,102	\$ 1,392,500
Beginning Fund Balance		\$ 2,852,492	\$ 3,248,786	\$ 1,774,720	\$ 2,497,402	\$ 1,821,163	\$ 1,387,423	\$ 1,610,502	\$ 1,070,822	\$ 1,443,860	\$ 1,004,301	\$ (506,747)
Ending Fund Balance		\$ 3,248,786	\$ 1,774,720	\$ 2,497,402	\$ 1,821,163	\$ 1,387,423	\$ 1,610,502	\$ 1,070,822	\$ 1,443,860	\$ 1,004,301	\$ (506,747)	\$ (764,181)

Parking Lot Improvement

Description	Year											
	2022 BUDGET	2022 EST YE	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Revenue												
Parking Permit Fees	\$ 115,000	\$ 120,000	\$ 120,000	\$ 130,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 135,000
Hourly Parking	\$ 20,000	\$ 21,000	\$ 23,000	\$ 30,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Grants		\$ -	\$ 10,000									
Total Capital Revenue	\$ 135,000	\$ 141,000	\$ 153,000	\$ 160,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
Maintenance												
Annual Maintenance	\$ 106,789	\$ 106,789	\$ 111,926	\$ 114,724	\$ 117,592	\$ 120,532	\$ 123,545	\$ 126,633	\$ 129,799	\$ 133,044	\$ 136,370	\$ 139,780
Capital Project												
EV Charging Station - Type 3	\$ 7,500		\$ 140,000									
Green Parking Lot												
Parking Lot 1												
Parking Lot 6												
Parking Lot 7												
Parking Lot 8		\$ -										
Parking Lot 10												
Asphalt												
Parking Lot 2												
Parking Lot 3												
Parking Lot 4												\$ 185,000
Parking Lot 5		\$ 40,000			\$ 161,875							
Parking Lot 9												
Total Capital Expenses		\$ 146,789	\$ 251,926	\$ 114,724	\$ 279,467	\$ 120,532	\$ 123,545	\$ 126,633	\$ 129,799	\$ 133,044	\$ 136,370	\$ 324,780
Beginning Fund Balance		\$ 183,684	\$ 177,895	\$ 78,969	\$ 124,246	\$ 14,779	\$ 64,247	\$ 110,703	\$ 154,069	\$ 194,270	\$ 231,225	\$ 264,855
Est Ending Fund Balance		\$ 177,895	\$ 78,969	\$ 124,246	\$ 14,779	\$ 64,247	\$ 110,703	\$ 154,069	\$ 194,270	\$ 231,225	\$ 264,855	\$ 110,075



MEMORANDUM—RIVERSIDE POLICE DEPARTMENT

OFFICE OF THE DIRECTOR OF PUBLIC SAFETY

To: Village Manager Frances
From: Public Safety Director Buckley
Re: 2023 Capital Improvement Projects
Date: August 11, 2022

Matthew Buckley
Director of Public Safety

Frank Lara
Deputy Chief of Police

Leo Kotor
*Operations/
Investigations
Commander*

Pamela S. McCall
*Executive Assistant to
the Director of Public
Safety*

This memo provides detailed descriptions related to the Police Department's capital requests for Fiscal Year 2023.

Body Worn/Vehicle Cameras and Taser Maintenance- \$68,000

Cameras and video storage replacement began in December 2021 when the Board entered into a five year agreement with Axon Enterprises. Body worn cameras are an essential piece of equipment, although not legally required until 2025. Body worn cameras, tasers, and in-car cameras are all operated on the same system to record data and video. This information is stored per best practices and state guidelines. The estimated cost is \$68,000 annually, which would be for year two of the five year contract with Axon. This agreement includes equipment, equipment updates, video storage, and redaction software.

Police Patrol and Director Vehicles \$175,000

Due to the increased time to receive vehicles, the Board approved an order for two vehicles in June 2022, though the vehicles will not be received until 2023. This total cost includes changeover, graphics and equipment to replace two patrol vehicles, and ½ of the cost of the Director's vehicle. These patrol vehicles are designed to be an office for the officers as well as a means to transport necessary equipment to be utilized at traffic scenes and different crime scenes. The Director's vehicle has all the equipment of a patrol vehicle, additionally including equipment needed to create an onsite command center to manage an incident.

Patrol Ammunition \$12,000

The police department is in need of patrol ammunition for officers' qualification with rifle, shotgun, duty pistol, and off-duty weapons. It is required by state statute that police officers qualify, at a minimum, once a year, but based on best practices the police department qualifies in excess of once a year.

Facility Improvements \$15,000

The improvements include the costs to paint the department areas and to purchase workstations. The Village could contract with a company or possibly use Public Works as an overtime project. The workstations that are being replaced have reached the end of their useful life. These workstations are utilized by Patrol officers, Sergeants, as well as the social worker.

Replacement of Police Radios \$50,000

Upgrade current portable police radios that officers carry. The grant, from which we purchased our current Motorola APX-7000 models, is no longer available. We are budgeting \$50,000.00 annually to replace 21 radios; each officer needs a radio. We will begin to purchase 4-5 a year going forward until all are replaced. The projected cost is approximately \$8,000.00 for the new APX-8000 radios. These radios will be used by all communities that are members of our consolidated dispatch center.

Village wide camera system \$30,000

The police department budgeted \$30,000 to enhance our village wide camera system. The system has been beneficial and solved numerous criminal incidents in Riverside including misdemeanors, felonies, and traffic incidents. The camera system was instrumental in the double homicide investigation that occurred in Riverside during the fall of 2021. It is recommended that \$30,000 remain in the CIP budget for this item.



MEMORANDUM—RIVERSIDE FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

To: Village Manager Frances
Finance Director Johns
From: Public Safety Director Buckley
Re: 2023 Capital Improvement Projects
Date: August 11, 2022

Matthew Buckley
Fire Chief

James Mulligan
Deputy Chief

This memo is being provided to summarize the proposed Capital Improvement Plan items for the Fire Department.

Replacement of Fire Radios \$60,000

Upgrade current portable fire radios that firefighters and paramedics carry on their person. We are budgeting \$60,000 annually to replace 32 radios; each vehicle position/firefighter has a radio for incident response. The department will begin purchasing 6-8 radios a year moving forward until all are replaced. The projected cost is approximately \$8,000.00 for the new APX-8000 radios. These radios will be used by all communities that are members of our consolidated dispatch center.

Fire Vehicles \$70,000

These vehicle purchases include half of the Director Vehicle (to be shared with the Police Department) and half of the Battalion Chief/ Director of Public Works Vehicle. Due to the increased time to receive vehicles, the Board approved the order of the Public Safety Director Vehicle in June 2022 even though the vehicle will not be received until 2023. This expense includes changeover, graphics, and equipment for these emergency response vehicles. The Village Board also approved the purchase of an ambulance at their February 17, 2022 meeting; however, the cost will be rolled over to 2023 as it will take approximately 15 months to arrive.

Firefighting Gear Replacement \$25,000

Beginning in 2017, the Fire Department began incorporating the replacement of firefighting gear into the Capital Improvement Projects (CIP) process. Previous to this program, the Fire Department would purchase approximately 5 sets of firefighting gear from the operating budget. The decision to change this process to purchase 10 sets of gear every two years has been a beneficial program for the Fire Department to ensure firefighter



MEMORANDUM—RIVERSIDE FIRE DEPARTMENT

OFFICE OF THE FIRE CHIEF

safety. It assists with the budgeting process and keeps our firefighter gear within the life expectancy and NFPA standards for protective clothing. In 2023, the Fire Department is requesting \$25,000 to replace 6-8 sets of firefighting gear.

Knox Box Key Security System \$12,000

The Riverside Fire Department currently utilizes the Knox Security System. This is a proprietary system that incorporates a steel security box located at all multi-family residences as well as any commercial/retail structure. In our response vehicles there is another steel box with an electronic system, which has a key to open all of the Knox Boxes on these buildings to allow emergency responders keys to access these buildings to investigate fire alarms and reset the systems without damaging any entry doors. The current system requires an upgrade as it is over twenty years old and has had many upgrades since it was first installed. This system has a numbered keypad which allows first responders to utilize their individual code to gain access to the master key. These access codes are tracked for security purposes to make sure that these master keys are used appropriately and returned after their use. We have recently learned from Knox Corporation as well as our IT consultant that our current system is obsolete and the parts are scarce for repairs. We are planning to replace 12 of these units at a cost of approximately \$1,000 each.



MEMORANDUM—PUBLIC WORKS DEPARTMENT

To: Village Manager Frances
From: Director of Public Works Tabb
Re: 2023 Capital Improvement Projects
Date: August 12, 2022

Dan Tabb
Director of Public
Works

Drone - \$20,000

The Village utilizes a drone for various tasks including aerial oversight of storm damage, flooding, taking photos for creating various maps, and assisting the police and fire departments with various searches. The proposal is to purchase a drone capable of flying in inclement weather, provide greater thermal clarity, and increased safety features. The current drone would then be utilized for training.

Replace 2007 Utility Dump Truck - \$100,000

The Department proposes to replace its 2007 Ford F550 utility dump truck. The odometer reading is 55,933. The Village's Vehicle/Equipment Replacement Policy recommends that medium duty trucks be planned for replacement at a 12 year and/or 50,000 mile cycle. The dump body on the current vehicle has considerable rust and the engine requires substantial repairs. The vehicle is utilized to support landscape maintenance activities, snow plowing of parking lots and alleys, hauling of bulk or palletized items, and general transportation on a daily basis.

CBD Planting Bed Refresh - \$15,000

The planting beds throughout the Central Business District are maintained contractually by the Village's landscaper. As with any planting bed there will be some plant loss over time. Staff proposes a survey of the planting beds and to refresh the plantings as needed.

Electric Zero Turn Mower/Charger - \$39,000

Under the direction of the Village Board, staff has sought out and identified a battery powered, commercial grade mower that has been found acceptable for large scale mowing. This mower is a big step in providing zero emission maintenance of the Village's public landscape. The mower has also been found to be considerably quieter than conventional zero turn mowers, which not only benefits the operator, but those in close proximity to mowing activities. There is a considerable cost savings with the lack of oil, filter, and belt changes.



MEMORANDUM—VILLAGE OF RIVERSIDE

Reforestation - \$25,000

The Village budgets for the replacement of trees lost to disease, damage or other causes. On average, approximately 100 trees are lost annually. Staff has begun to notice an increase in the loss of Maple trees relative to other species. The increase in the loss has been attributed to climate change and is anticipated to accelerate moving forward. The proposed \$25,000 would purchase approximately 70 trees.

Enclosed Mower Trailer - \$12,000

Anticipating the move towards electric mowers, a method of enclosed transportation is needed. The trailer would be converted to allow for charging of the mower(s) while parked in the shop overnight. An enclosed trailer will also allow the electric mower(s) to stay dry should staff be caught in a downpour while cutting grass. The proposed trailer would be large enough to accommodate a second electric mower.

Aerial Bucket Truck - \$200,000

The recent June 13th storm highlighted the need for particular equipment. One such piece of equipment is a bucket truck. A bucket truck is used for removing hanging branches from trees that cannot be reached from the ground. This work is currently performed contractually due to the lack of equipment. In the event a hanging branch is identified as an immediate safety concern, and in need of removal, it may cost upwards of \$1,000 to call a crew out for a single removal. This scenario is experienced many times per year and can be very costly following a storm. A bucket truck can also be utilized for changing bulbs in street lights along with other various tasks. Staff anticipates a replacement life of 15-20 years for an aerial bucket truck.

Sidewalk Grinder/Vacuum/Generator - \$15,000

Sidewalks identified with trip hazards are temporarily repaired until a contractor can be brought in for a permanent repair. This process takes time due to costs and scheduling. Purchasing the necessary equipment to resolve the majority of the trip hazards will not only save money, but allow staff to address matters in a more timely fashion.

Fairbank Road Handicap Parking Spaces - \$30,000

Following the installation of the Swan Pond path, staff was given direction by the Village Board to install handicap parking spaces at the south end of the Swan Pond path along Fairbank Road. Installation of the two handicap parking spaces would require off street parking with a paved route adjoining the path similar to the handicap parking spaces located at Patriots Park on Parkway Road.

Municipal Facilities Repair and Maintenance Fund - \$50,000

Village staff proposes a Municipal Facilities Repair and Maintenance Fund that would be comprised of a variety of repair and maintenance needs instead of budgeting for items individually. While the fund would allow for prioritization of repairs, funding would be available for issues that develop during the year and may supplant some items that were planned for the budget year. Items would be presented to the Village Board on an individual basis for consideration should they require such approval.



MEMORANDUM—VILLAGE OF RIVERSIDE

Electric Vehicle Charging Station - \$140,000

The Village Board has directed staff to oversee the installation of an electric vehicle charging station by the end of March 2023. A number of locations are being proposed, however, the Board will decide on a location once statistical information is presented.

Traffic Safety Improvements - \$20,000

The budget item is proposed in conjunction with the Riverside Police Department and could include installing additional speed bumps, radar signage, and any other precautionary signage or equipment to aid in the safety of pedestrians or motorists.

Sidewalk Replacement - \$125,000

This budget item is for ongoing improvement to the Village's 47 mile long sidewalk network. Included in this line item is the combination of full replacement, saw cutting, and mud jacking.

Street Preventive Maintenance – Crack Sealing - \$5,000

Crack sealing is a critical element to extending the life of Village streets after resurfacing. The most cost effective time to crack seal is 3-5 years after resurfacing. The Department is proposing to purchase a crack sealing trailer which would allow staff to address roadway issues and concerns in a timely manner along with saving an estimated \$25,000-\$30,000 annually. The proposed cost of \$5,000 is for the material utilized in the machine.

Street Preventive Maintenance – Pavement Rejuvenation - \$35,000

Pavement rejuvenation is the process of applying a sealant that inhibits the infiltration of water into the asphalt surface. Pavement rejuvenation is a valuable action in extending the life of the Village streets. The most cost effective time for pavement rejuvenation is 1-3 years after resurfacing.

Pavement Marking Thermoplastic Extrude - \$5,000

Thermoplastic extrude is the material used to mark all the pavement throughout town. Thermoplastic striping was traditionally contracted out, however, staff recognized a cost savings by purchasing the machine and doing the striping in house. The Village will observe a contractual cost savings of approximately \$25,000-\$30,000 per year. The proposed cost of \$5,000 is for the material utilized in the machine.

Train Station Electrical Improvements - \$15,000 (Rolled Over)

Install outlets throughout the main building to accommodate events held within the train station. This project would be contingent upon the electrical panel being able to accommodate additional circuits. Additional costs would be incurred if the electrical panel needs to be upgraded.



MEMORANDUM—VILLAGE OF RIVERSIDE

Replace 2015 Chevy Tahoe – Public Works Director / Fire Dept. Command Vehicle - \$70,000 (split 50/50)

The Public Works and Fire Department propose to replace a 2015 Chevy Tahoe with 90,319 miles on it. Costs are being shared between the Public Works Department and the Fire Department on a vehicle utilized by the Public Works Director / Fire Department Battalion Chief. The current vehicle was rolled down from the police department and experiences frequent electrical issues. The Village's Vehicle/Equipment Replacement Policy recommends that emergency response cars be planned for replacement on a 3-6 year and/or 50,000 mile cycle.

Vibratory Roller - \$25,000

During the repair process of water and sewer mains the roadway is often required to be opened up. Currently, the Public Works department depends on either contractors for the repair of larger openings, or staff renting equipment to do smaller repairs. Acquiring a vibratory roller, along with an asphalt hot box, will allow staff the time and ability to do the majority of repairs in house. This will include spot repairs on damaged sections of roadway.

Asphalt Hot Box - \$40,000

During the repair process of water and sewer mains, the roadway is often required to be opened up. Currently, the Public Works department depends on either contractors for the repair of larger openings, or staff renting equipment to do smaller repairs. Acquiring an asphalt hot box, along with a vibratory roller, will allow staff the time and ability to do the majority of repairs in house. This will include spot repairs on damaged sections of roadway.



COMMUNITY
DEVELOPMENT

MEMORANDUM—COMMUNITY DEVELOPMENT DEPARTMENT

To: Village Manager Frances
Finance Director Johns

From: Asst. Village Manager/Community Development Director Monroe

Re: 2023 Capital Improvement Projects

Date: August 26, 2022

This memo provides detailed descriptions related to the Community Development Department's capital requests for Fiscal Year 2023.

Des Plaines River Trail Extension – Preliminary Engineering: \$216,583 (grant revenue of \$173,267)

This is a carryover item from 2020. The engineering agreement has been approved by IDOT; however, the Village of Brookfield is the project manager. The project has been stalled and the communities plan to return to coordination in late 2022.

Cook County Forest Preserve has worked with area communities on a planning study of the extension of the Des Plaines River Trail south towards the Portage Site. The plan recommends a route that extends through Riverside, Brookfield and Lyons. WCMC has identified this regional trail as a priority project and is using STP funds to fund the Phase 1 Engineering for the trail. In 2020, when the agreement between parties was executed, initial estimates to prepare the Project Development Report for the South Extension were \$565,000. The STP grant award is 80% of the eligible costs (approximately \$452,000) and the local match is equal to 20% of the eligible costs. These costs are to be divided amongst the Cook County Forest Preserve, Brookfield, Riverside, Lyons and LaGrange Park. The Village share will be 33.33% of the local share. The local match is to be divided amongst the four parties (Riverside, Brookfield, Lyons and the Forest Preserve District) through intergovernmental agreements. The Village of Brookfield will invoice Riverside and the other communities for their share, but to date, there has not been an invoice issued. The total local match would be \$113,000, making the Village share of this project approximately \$37,666. Based on increases to construction costs since the original 2020 budget, a 15% multiplier has been added.

Façade Improvement Programs – Central Business District: \$15,000

The Village adopted a façade improvement grant program in 2017 to provide incentives for businesses in the central business district to reinvest in their businesses and improve their facades with a 50% grant (not to exceed \$5,000) from the Village. Staff is recommending continuing the program in 2023 to assist downtown businesses. Various businesses have taken advantage of this program in recovery from the pandemic, including Salon D'Amore and the Riverside Art Center. While this item is a capital investment in the community, it is an operating expense as the capital investment is on private property and is provided through a grant program.

Ashley Monroe

Assistant Village
Manager/Community
Development Director

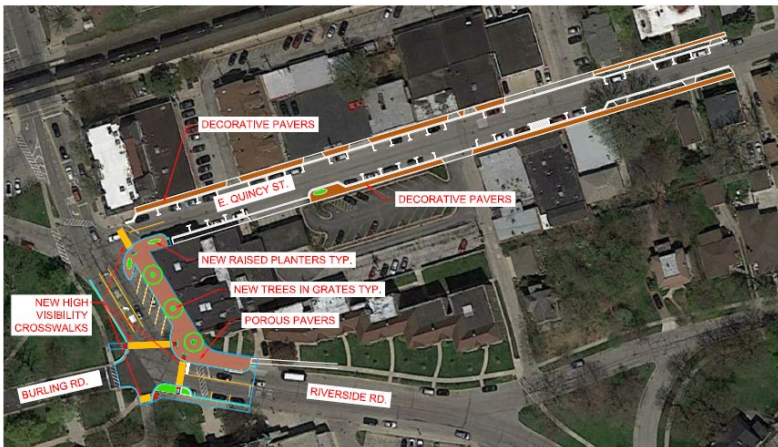


Sustainability/Climate Action Initiatives \$7,500

Although discussion is still in progress related to sustainability initiatives, the Village Board has demonstrated commitment to various green initiatives and regional climate action and equity efforts through participation in the C4 agreement and updates to village facilities. Staff recommends assigning a moderate pool of funds to support development of sustainability initiatives identified through sustainability and climate action planning. Uses could range from creation of Riverside’s first sustainability plan to small supplemental grants, reimbursement of fee waivers, or direct funding for village-sponsored programs that are identified and developed during sustainability planning. Setting aside a dedicated funding source will ensure that the Village puts into motion innovative solutions and support for future green initiatives.

Quincy Streetscape – Phase 2 Design Engineering: \$57,500 (grant revenue of \$46,000)

The CMAP CBD Plan recommended streetscape improvements as well as the addition of street trees to Quincy St. This project extends the streetscape improvements in the downtown along Quincy Street to the edge of the CBD and down Riverside Rd to the Town Hall/Police Station. The Village applied for an



**Village of Riverside
EAST QUINCY STREETScape IMPROVEMENTS**

CHRISTOPHER B. BURKE ENGINEERING, LTD.
8670 W. Higgins Road, Suite 800
Rosemont, Illinois 60018
(817) 825-3800



ITEP grant for these improvements in 2017 and was awarded \$10,000 for Phase 1 Engineering. A supplement to the Phase I Engineering is required to continue work with IDOT in the amount of \$7,756, paid by the Village. In 2020, the Village estimated the design engineering for Phase 2 to cost \$50,000 (This cost includes a 20% contingency on the original 2017 cost estimate to take into account possible inflation.) The Current CIP reflects a 15% increase to this amount in a share of \$57,500. If

grant funding is approved; ITEP grants cover 80% of eligible costs which includes design (or Phase 2) engineering. The Village recently received cultural clearance from the State Historic Preservation Office and will be able to proceed with the next steps in engineering should the Village receive grant support. The Village share after grant funding would be approximately \$11,500.

Plotter/Printer: \$20,000

This equipment purchase would be a joint use between the Community Development and Public Works Department. Currently each time the Village needs to print a copy of large plan sets, staff must arrange with a local specialty printer, travel outside the Village to deliver the original copy and then return hours or days later to pay for copies and pick up the plans. Certain plan sets and maps are unable to be digitized



MEMORANDUM—COMMUNITY DEVELOPMENT DEPARTMENT

or scanned because there is no copy machine large enough to scan the entire document. Being able to not only print large plans but also to scan and copy large plans and maps onsite will be more efficient and also provide an additional, safe archival method of large-size village records. The cost of this item will be shared between the Capital Projects Fund and the Water and Sewer Fund.



MEMORANDUM—PARKS & RECREATION DEPARTMENT

To: Village Manager Frances
Finance Director Johns
From: Director of Parks & Recreation Malchiodi
Re: 2023 Capital Improvement Projects
Date: August 12, 2022

The following is a memo to provide additional information in regard to the proposed Capital Improvement Plan items for the Parks & Recreation Department.

Park/Facility/Program Analysis \$40,000

This analysis would create a needs assessment based on feedback from a community survey, and would provide a comprehensive inventory of the Parks & Recreation Department. The inventory would include an analysis of operations, the parks and playground system, facilities, as well as programs and services. The report will provide a “road map” and a clear vision for the future of the department.

Emergency Playground Repairs \$3,300

While the playground equipment is inspected regularly this would account for any replacement or repair of components due to vandalism or other emergencies.

Awning and Tuckpointing for the Quincy Community Center \$22,000

These improvements were not part of the initial renovation, but items that will improve visibility and the condition of the building. Most of the renovations were for the interior of the building. These (2) projects would address the exterior and aesthetics of the building. Currently there is no address or signage on the front of the building, so the awning would allow the community to recognize and locate the Parks & Recreation Department.

Scout Cabin Renovations \$10,000

The Scout Cabin is one of our main facilities and is used for programming, summer camp, school days off, community group meetings and various rentals. It is important that the building is aesthetic and functional for all that utilize it. The renovations would include bathroom fixtures, painting of floors and walls, along with minor repairs.

We will continue to monitor all buildings and equipment to make recommendations. As always, the department remains available for any further questions or concerns.