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Roscoe C. Stelford, III
City Manager

Memorandum

January 18, 2016

To: Mayor and City Council

From: Roscoe Stelford, City Manager

Re: **5-YEAR CAPITAL IMPROVEMENT PROGRAM (CIP)**

The FY16/17-FY20/21 5-Year CIP document represents the City Administration's annual strategic plan to develop a continuous, comprehensive, long-term Capital Improvement Program (CIP) for the community. The CIP is designed to achieve two fundamental objectives: First, to identify the major capital needs of the City over the planning period; and, second, to prioritize and begin planning, both financially and otherwise, via the application of a uniform and objective CIP process, for the scheduled implementation of these improvements.

It is a formidable challenge to bring together into a single document the outstanding list of projects for all of the operations of the City and to rank them and establish a price tag for each. The CIP is updated annually and refinements are made to the process, the projects, and the document itself.

FY16/17 and the balance of the proposed 5-Year CIP reflect this ever-changing financial and municipal landscape in Woodstock. The ensuing 5-year capital planning period focuses on “brick and mortar” improvements that are necessary if the City is to be successful in responding to the infrastructure needs of the community.

The CIP document consists of eight chapters. The first chapter is an introduction and explanation of capital improvement programming. This chapter is intended for those who are unfamiliar or new to the CIP process. The second chapter is a detailed discussion of the status of projects approved in FY15/16. The remainder of the document is devoted to the upcoming 5-year CIP (FY16/17-FY20/21). Chapter 3 provides an overview of the entire five-year period. Subsequent chapters break out this discussion for greater scrutiny by Fund, i.e., General Fund (Chapter 4); Utility Fund (Chapter 5); Environmental Management Fund (Chapter 6); Library Fund (Chapter 7); and TIF Fund (Chapter 8).

Therefore, depending on your particular interest, you can leaf ahead to that portion of the document. Each chapter provides an overview and a summary, both in narrative and graphically via tables. Finally, detailed project descriptions are provided for all 100+ projects in the 5-year CIP, not just those proposed for consideration in the upcoming Capital Budget Year – FY16/17. In addition to providing a valuable planning tool, the CIP is also a major policy statement. Consistent with this, in Chapter 4 of the document, a discussion of important policy considerations is outlined, preceding the schedule of General Fund CIP projects. This discussion highlights the major challenges, others might say obstacles, that the CIP must address if it is to continue to be as effective in the future as it has been in its past.

The 5-Year CIP and, in particular the Capital Budget Year, continues to reflect the goal that the CIP be balanced. Consequently, projects range from basic services to improvements that broaden the community's vision. This balance is necessary if Woodstock is to retain its unique "quality of life." Care was also exercised to insure that the schedule of projects is spread geographically throughout the community so that citizens can "see their tax dollars at work." A third consideration when seeking to achieve this balance is to provide equally for maintenance of existing facilities while also providing new services and/or facilities to respond to and anticipate both the existing and future needs of the community.

It is imperative to make an important distinction between the 5-Year CIP document and the subsequent FY16/17 Budget. The 5-Year CIP is a planning document as opposed to a budget document, although financial figures are included in the text. Like other planning documents (e.g., Water and Sewer Master Plans, Stormsewer Master Plan, Park Master Plan, Rt. 47 Corridor Study, etc.) formal approval of the 5-Year CIP by the City Council is not required. Instead, it is a planning tool to be used by the City Council, City Administration, and other Boards and Commissions. The 5-Year CIP does NOT appropriate funds. The recommendations contained in the CIP will subsequently be considered for inclusion in the City's operating budget.

In its current form, the CIP reflects the City Administration's perspective of the priorities for the community. The CIP must now be reviewed by the City Council to determine if this program mirrors the community's priorities. Also, you will note that at this stage of the CIP review process, while project costs have been assigned to each project, a corresponding schedule of revenues does not exist. Recognizing that requests far exceed the amount of funds available, this stage of the CIP is more appropriately devoted to a critical review of the projects themselves, their need, how they rank/compare with other CIP projects and, finally, their scheduled year of implementation.

The funding and various revenue sources to support the CIP will be identified during the FY16/17 Budget process, which will follow closely the completion of this initial CIP project review process. A brief discussion of revenues, however, is in order. The CIP is, by law, like the budget, divided into five (5) separate funds which comprise the major operations of the City. They are the General Fund, Library Fund, Utility Fund (Water & Sewer), TIF Fund, and the Environmental Management Fund. The revenues derived from within each fund are used to finance the capital improvements for that respective fund. The sources of revenue are as varied as those that comprise the City's operating budget. In addition to property tax, other primary sources of revenue include: billing receipts, development fees, bond proceeds, grants, etc. The level of funding required to support the CIP cannot be established until a consensus is reached on which projects are to be funded and in what year(s). Once this is determined, the fiscal year operating budget is prepared; and the level and extent of revenues available is incorporated. This is where the ranking of projects comes into play. If requests exceed funding in any given year, the lower priority projects can be eliminated from funding in the capital budget year and be moved out to the next or succeeding years.

In the preparation of this, the 23rd year of the City's 5-Year CIP, it continues to be increasingly apparent that existing funding sources are not adequate to finance all the needed improvements. It would be unrealistic to assume, however, that the City could or should fund all the CIP requests. Major building projects, utility improvements, transportation priorities, and park facilities, to name only a few, will necessitate increased use of alternate revenue sources such as special service areas, bond issues, grants, and lease/purchase.

Instead of duplicating the summary of the CIP here, you can turn to Chapter 3 of the CIP document for an overview of both the FY16/17 Capital Budget Year projects and the entire 5-Year CIP, illustrated in an accompanying spreadsheet. If you have any questions in the interim, please do not hesitate to contact me. The CIP is scheduled to be discussed at the next City Council Meeting on February 2nd.

**CITY OF WOODSTOCK, ILLINOIS
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM**



**FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021**

CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM (CIP)

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

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January 2016

**CITY OF WOODSTOCK
5-YEAR
CAPITAL IMPROVEMENT PROGRAM
FY2016/2017 THROUGH FY2020/2021**

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CHAPTER ONE
INTRODUCTION TO
CAPITAL IMPROVEMENT PLANNING



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

INTRODUCTION

Like most communities, the City of Woodstock does not have sufficient funds to accomplish all of the infrastructure and public improvement projects required by a growing community. The City of Woodstock is faced with the universal dilemma of attempting to meet the needs of its residents for improved public services and facilities with limited revenues, coupled with the continued escalation of costs for providing these same requested services and facilities. This situation is compounded by the selective imposition of a property tax cap on non-Home Rule communities in collar counties, of which Woodstock is a member.

In an effort to meet this challenge, the City of Woodstock has developed an objective and uniform method of establishing project priorities and identifying the amount and source of funds available to undertake these capital projects. The City is also charged with the responsibility of insuring that the public funds are spent wisely and efficiently. A Capital Improvement Program (CIP) is the process best suited to assist the Mayor and City Council in accomplishing this objective.

Among the primary responsibilities of municipal officials is to preserve, maintain, and improve the City's inventory of buildings, streets, parks, and water and sewer facilities. Capital Improvement Planning is recognized as a prudent financial management tool and a necessary planning practice. Maintenance and upkeep of facilities today may prevent emergency and major replacement costs tomorrow. Equally important, communities that are seeking to attract business investment to guarantee a balanced and stable economic base recognize that a carefully-planned infrastructure program is critical to this effort. In conjunction with the Woodstock Vision 2020 Plan, Comprehensive Plan, Parks Master Plan, Water Master Plan, Sewer Master Plan and Storm Sewer Master Plan, the CIP brings all these together and promotes new investment in locations that can accommodate development with quality systems and services.

As presented, the FY2016/2017 – FY2020/2021 CIP attempts to balance the competing needs of maintaining existing facilities (i.e., what we have) with expanded and/or new facilities to meet present and future needs (i.e., what we need). This process also aids in distinguishing a “want” from a “need.”

WHAT ARE CAPITAL IMPROVEMENTS?

Capital Improvements are, basically, public improvements that meet a set of pre-determined criteria. They represent projects involving the expenditure of public funds, over and above annual operating expenses, for the purchase, construction, or replacement of physical facilities of a community. Examples include:

- Streets/Roads/Sidewalks
- Parks
- Public Buildings and Facilities
- Water & Sanitary Sewer Systems
- Water & Sewage Treatment Plants

WHAT ARE THE GENERAL CHARACTERISTICS OF CAPITAL IMPROVEMENTS?

1. They are large in size and/or scope;
2. They have a substantial price tag;
3. They have long-term usefulness and permanence (i.e., 5-30 years);
4. They involve expenditures of a non-recurring nature (i.e., the routine maintenance of the facility once in place becomes part of the annual operating budget);
5. They usually provide a governmental facility for public service; and
6. They add substantially to the value of the City's fixed assets.

Although most capital improvements share these common characteristics, the actual types of projects included in the CIP vary from community to community. For example, the City of Woodstock has chosen to include major replacement projects, a practice that is common in smaller municipalities with a limited operating budget. For our purposes, the City has defined a CIP project as one with a cost greater than \$10,000 that meets the above guidelines. Projects below this amount will be incorporated within their respective departmental budgets as part of the annual operating budget.

WHAT IS CAPITAL IMPROVEMENT PLANNING?

Simply stated, capital improvement planning is the multi-year preparation, scheduling, and updating of a list of proposed projects and related equipment to be built or purchased by the City within a fixed period. It covers the entire range of public facility and service requirements. The program lists all future projects in order of construction or acquisition priority, the amount requested to be appropriated and expended in each year, and the proposed method of financing. On the basis of this information, summaries of capital activities and financial requirements can be determined for each year.

As both a short- and long-range plan for physical development, the CIP links the City's Comprehensive Plan and other planning documents with the annual budget. It provides a mechanism for:

- Estimating capital requirements;
- Proposing revenue sources for existing and future projects;
- Planning, scheduling and, most importantly, implementing projects;
- Budgeting high priority projects;
- Coordinating the activities of various departments' project schedules; and
- Monitoring and evaluating the progress of capital projects.

WHAT IS THE "CAPITAL BUDGET YEAR"?

The first year of scheduled projects is referred to as the "Capital Budget Year" and includes those projects recommended to be funded in the upcoming fiscal year. The CIP does not, in and of itself, raise money for capital projects. Instead, these projects will subsequently be included in

the FY2016/2017 Budget submitted to City Council for their consideration. The succeeding years' schedule of projects makes up the "Capital Improvement Program."

WHY USE A FIVE-YEAR PROGRAMMING PERIOD?

A five-year period is considered most suitable. Two or three years are too little time for effective programming because planning and financing of major projects usually takes longer. On the other hand, a period of more than five years dilutes the accuracy of the projections to the point of becoming less meaningful.

WHY UPDATE THE PROGRAM ANNUALLY?

The CIP is proposed to be updated annually in order to fine tune the capital budget to reflect changing economic conditions and shifting priorities. The City must have the most accurate project costs included in the budget for the upcoming fiscal year. The program is also designed to be adjusted to reflect the need for additional projects and to respond to different priorities as established by City Council in response to citizen input.

Like Woodstock itself, the CIP is not static. Instead, it can and should be reviewed and updated every year to reflect changing priorities, unexpected events, unique opportunities, cost changes, and/or alternate financing strategies.

WHAT IS THE PROCESS FOR DEVELOPING THE PROGRAM?

The process for reviewing and updating the CIP begins more than six months prior to the implementation of each Capital Budget Year. At the beginning of October, the Office of the City Manager notifies the Mayor and City Council, Department Directors, and various City Boards and Commissions that Project Request Forms are available. Upon completion they are submitted for review and inclusion in the CIP. While anyone can submit proposed projects directly to the Office of the City Manager, in most cases projects are provided by City Council Members or Department Directors based on their knowledge of City needs and priorities.

During the month of November, the Office of the City Manager conducts a comprehensive review of the requests by meeting with each Department Director to discuss the merits of each project. Projects are then prioritized according to their perceived economic and operational value. This prioritization matrix is discussed in greater detail in Chapter 3.

The entire month of December and first half of January is dedicated to the development of the CIP document. City goals and policy recommendations, detailed project descriptions, and 5-year budget estimates are developed for each of the CIP categories – General Fund, Utility Fund, Environmental Management Fund, Library Fund and Tax Increment Financing Fund. The CIP document is transmitted to the City Council in late January for their consideration; and, ultimately, the proposed CIP is then incorporated in the upcoming Capital Budget Year for City Council review and approval.

WHAT ARE THE BENEFITS OF CAPITAL IMPROVEMENT PROGRAMMING?

1. **Focusing attention on community goals, needs, and capabilities.** The CIP process insures that the CIP projects reflect community-wide goals and identifies available resources. It requires that projects be looked at collectively as opposed to individually to determine their value to the community. It forces projects to compete to justify for the limited funds available.
2. **Achieving optimum use of taxpayers' dollars.** Advance programming can help avoid costly mistakes and duplication. It aids in making sound annual budget decisions and can result in significant savings on interest for projects financed through bonds due to a higher bond rating attributable to the existence of a formal CIP.
3. **Guiding future community growth and development.** The location and capacity of capital improvements help shape how, when, and where the community develops.
4. **Serving wider community interests.** Projects within the CIP are prioritized, in part, on the basis of greatest benefit to the greatest number of City residents as opposed to usually narrower department objectives.
5. **Encouraging more efficient government.** Coordination of capital improvements can reduce scheduling problems and conflicting or overlapping projects. An obvious example is that utilizing a CIP can prevent paving a street one year only to have it torn up the next year to install a sewer.
6. **Improving intergovernmental and regional cooperation.** The CIP promotes the opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole and enables the identification of possibilities for shared facilities.
7. **Maintaining a sound and stable financial program.** The CIP reduces the frequency of large, unplanned expenditures that can endanger the financial well-being of the City. With ample time for planning, the most economical means of financing a project can be studied and selected in advance. A balanced CIP can help prevent making commitments and debts that may prevent the initiation of more important projects in the future. Finally, it has a positive impact on the City's credit rating and makes the community more attractive to business and industry.
8. **Repairing or replacing existing facilities and equipment.** Our infrastructure is in serious disrepair, and the CIP process helps focus attention on the need to maintain what we have.
9. **Enhancing opportunities for participation in federal and/or state grant programs.** The CIP improves the chances of obtaining grant funds through documentation of projects as officially-identified community needs.

CHAPTER TWO
STATUS OF FY15/16
CAPITAL IMPROVEMENT PROJECTS



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

**STATUS
FY15/16
CIP REVENUES
SUMMARY & OVERVIEW**

FY 15/16 CIP REVENUE PERFORMANCE

The CIP program for the City of Woodstock is dependent on revenues to operate. These revenues come from multiple sources including telecommunications tax, impact fees, TIF revenues, and user fees. Although many of these revenues the City can influence through policy, often the overriding force is the overall economy, which the City has little or no control over.

Since 2009, the United States, including the Woodstock area, has seen an overall decline in the housing market. Before this period, the housing market during its peak built up a substantial housing inventory and a balloon-like pricing. When demand declined, this balloon-like pricing popped and significant declines in home values ensued. In addition, because of the large inventory of houses for sale, new construction came to a halt. This large inventory was further amplified by foreclosures caused by residents who could either no longer afford their home or realized that since their home was worth less than they owed, it made more sense to walk away from it than continue to pay the mortgage.

This significant decline had a major impact on the City's CIP program. Since much of the CIP revenue is based on impact fees and, to a lesser extent, new growth property taxes, the City had to consider utilizing other revenue sources to meet debt service obligations that were previously being funded through developer donations and impact fees. This has further put limitations on future CIP spending to address ongoing capital needs. In the last two years, the City has started to see an increase in the number of housing starts from the lows experienced in 2009; however, these starts are still significantly below levels seen during the building boom period from the 1990s to the mid-2000s.

Economic conditions were mixed for 2015. While housing starts increased and unemployment rates declined, the Dow had its worst year since the markets collapsed in 2008. The Dow lost 220 points to end the year at 17,603. Volatility plagued the market throughout the year. The big concerns were falling oil prices and China's economic slowdown. Despite the decreases in the market, the Federal Reserve Board did decide to raise the Federal Reserve Rates 0.25% to a range between 0.25% and 0.50%, which continue to be at historical lows. This was the first rate increase by the Fed since 2008.

While low interest rates do serve as a catalyst for economic growth, there are downsides. One is, the potential for inflationary pressures increasing costs and weakening of the dollar versus other currencies. Another significant disadvantage is the low interest rates available for investors, which typically impacts seniors and others on fixed incomes.

The CIP funds typically invest their respective cash balances until needed. The short-term interest rates that are currently available, due to the Federal Reserve Bank's policies, have

significantly reduced the interest that the City can earn. As a result, this has reduced the amount of CIP funds that are available today and in future periods. While there is an opportunity to issue debt to pay for these projects with borrowing cost being at record lows, the City does not have the adequate revenue available to make the associated debt payments.

On a positive note, the City has continued to be able to complete many new projects in FY15/16. While the number of projects may be down from prior years, they have still allowed the City to provide services to its residents at a high level. The City also continues to be dedicated to projects that promote future economic development and when possible, enhancing the “quality of life” for its residents.

The CIP process and associated document has proven to an invaluable planning tool for the community. It has allowed thorough discussion to prioritize limited resources to competing projects without the need to impose additional taxes upon the residents.

As with the City’s operating budget, **CIP expenditures are delayed until the associated revenues are available or their receipt is imminent.** It is, in part, for this reason (i.e. the failure to receive pledged or anticipated funds) that some projects are unable to be completed in their entirety. In most instances funds are usually just delayed and the project will be completed in the ensuing fiscal year when the funds are received. At other times other external factors, such as state or federal approval, may delay a project. As was stated above, the continuation of the depressed housing market will hamper the amount and size of the projects that the City can complete in future years primarily due to the reduced level of development fees the City is receiving. This clearly demonstrates why prioritization of projects is important.

The FY15/16 CIP revenue across all funds is expected to be below budget projections. Most of this revenue shortfall is the result of timing differences related to grant fund revenue. Some grant funds that were expected to be received this fiscal year where either received last fiscal year or are expected to be received next fiscal year.

The following table compares the budget, projected, and variance amounts for those revenue sources that are specifically utilized to fund the capital improvement program.

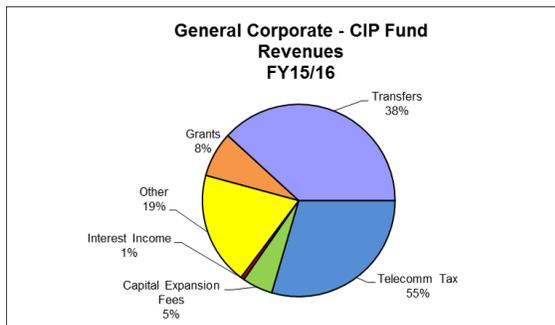
**Revenue Comparison
FY 15/16
Budget & Actual**

Fund	Budget	Projected	+(-)
General Corporate-CIP	\$1,970,800	\$1,603,200	(\$367,600)
Utility	673,000	678,400	5,400
Library Building	223,800	187,700	(36,100)
Environmental Management	344,400	342,000	(2,400)
Tax Increment Financing	728,600	642,800	(85,800)
	\$3,940,600	\$3,454,100	(\$486,500)

The total available financial resources, which include the annual revenues and the CIP fund balances carried over from the prior year, for the FY15/16 CIP are estimated to exceed projected expenditures. Again, this is due, in large part, to close monitoring of CIP revenues and expenditures throughout the year and the delay of projects until the accompanying revenues are available.

Summary information concerning the revenues generated by each fund has been presented below. A detailed narrative, which follows this summary, has been included to provide an in-depth review of the actual revenues received and expenditures incurred for FY15/16.

General Corporate – CIP Fund Revenues – FY15/16



General Corporate – CIP Fund revenues of \$1,970,800 were budgeted; and of this amount \$1,603,200 is expected to be received by fiscal year end. Telecommunication tax for the first time in a number of years is expected to exceed the budget. However, in future years this revenue is expected to continue to decline as residents continue to disconnect their landline phones and switch to communicating through the internet. Since there is a federal prohibition on taxing the internet, it is expected that the telecommunication tax will continue to decline unless this moratorium is lifted.

Impact fees are projected to end the fiscal year very close to the budget amount. While this amount is still significantly below the amounts the City was receiving seven years ago, it does indicate a continued rebound in the housing market. In future years the City will continue to budget impact fees very conservatively as the housing market continues to be unpredictable, partially in regards to the number of new homes the market can sustain. As a result, those projects that target areas of the City’s infrastructure which are typically impacted by the addition of new housing will continue to be suspended or greatly reduced until the City feels a rebound in the housing market is sustainable.

Grant funds were well below budgeted amounts. Most of this shortage is a result of timing differences. For instance the Peace Park Grant was received in the prior fiscal year and the Walnut/Ash stormwater project grant for \$240,000 is expected to be received in FY16/17. The grant for Zimmerman Road improvements was unfunded, and the related expenditures were not incurred. Therefore, the deficit identified in the grant funds is not seen as a concern.

Existing fund balances consisting of revenues carried over from prior years combined with current year revenues have provided the necessary funding for the City’s comprehensive FY15/16 Capital Improvement Program. However, it is important to remember that some of these funds are specifically earmarked by State Statute (e.g. capital expansion fees, grant funds, etc.) or other regulations that restrict their use to a defined purpose (i.e., park development fees, restricted revenues, and bond proceeds). In addition, FY15/16 was the fifteenth year of the City’s debt service payment for Alternate Revenue Source Bonds issued to finance the Police

Facility. It is projected that these bonds will be paid off in FY20/21. As stipulated in the enabling Bond Ordinance, a portion of the City's telecommunication taxes are to be used to fund this operating transfer to the Debt Service Fund.

General Corporate-CIP Fund revenues come from multiple sources. The City relies upon a diversified revenue stream to provide the year-to-year funding for the variety of capital projects included within the CIP. This diversified revenue stream remains a strength of the program, since it is not reliant on one source of income. This was very apparent when the new construction market crashed a few years ago. Since the CIP program had a diversified revenue stream, through careful adjustments and future planning, the City was able to weather this crisis and continue to fund important CIP projects.

Sufficient resources combined with proper planning have allowed the City to meet its outstanding debt obligations in FY15/16, which are reflected as inter-fund transfers to the Debt Service Fund. The aforementioned Alternate Revenue Bonds issued to finance the construction of the Police facility are being repaid through the telecommunication taxes as required. Similarly, the Alternate Revenue Bonds issued for the improvements to McConnell Road will also be funded through existing FY15/16 revenues. However, the sustained decline in park impact fees reported within the Park Development Fund are below the required levels needed to meet the debt service obligations and have resulted in the need to maintain the temporary redirection of these payments to the other funds. The Park Development Fund has seen an increase as a result of more new construction permits; however, this amount is still not adequate to meet park related debt service fees. For example, in regards to the Alternate Revenue Bonds issued to construct Merrymen Fields, the General Corporate – CIP will need to again provide for a significant portion of this associated debt payment in FY15/16, thereby reducing the amount of funds available for other expenses in the General – CIP Fund budget.

In summary, several of the General Corporate – CIP fund revenues have had their budget amounts reduced this year and prior years as a result of the reduced amount of homes being built. There have been some signs that the housing market has begun to rebound resulting in an increase in impact fee revenue received; however, it continues to be only a fraction of what was received during the height of the building boom. As has been done in the past, the City Administration will continue to proactively monitor the City's CIP revenues to insure proper collection and place projects on hold, when necessary, to prevent the depletion of available reserves. The City will also continue to actively pursue grants to help offset and pay for CIP projects.

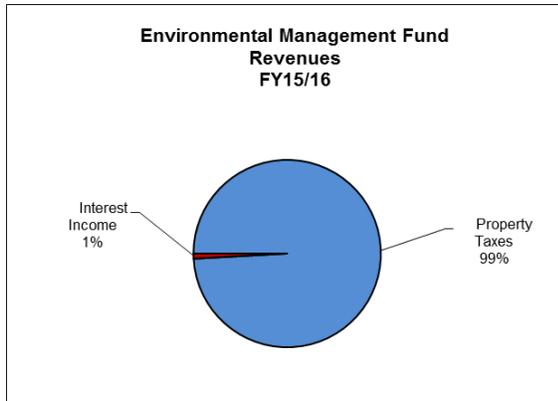
The General Corporate – CIP fund's balance has continued to realize a sizable fund balance, which is projected to end FY15/16 at \$1,451,600. This projected fund balance is expected to see a sizable decrease of \$1,011,600 as a number of large projects were completed in FY15/16, although a significant portion of that estimate of around \$250,000 is attributed to timing differences in received grant funds related to stormwater projects.

The City, for more than the last ten years, has been able to construct several new facilities and expand several existing facilities to better meet the needs of the community. In addition to

funding these new facilities through CIP, the City has also been able to maintain its current assets.

The City must ensure that a proper amount of reserves are held, which it has done. These reserves must be maintained to construct large projects that are a few years away, in addition to addressing funding needs for years when revenues lag, usually due to economic downturns.

Environmental Management Fund – CIP Revenues FY15/16



The Environmental Management Fund derives almost all of its CIP revenues from property taxes. A small portion, about 1%, comes from interest earnings on funds being held for future projects if revenue related to residential garbage collection is eliminated, which is almost all used in its entirety to pay for providing this service.

The funds being held are available for environmental clean-up of site-specific projects. In the past these have included lead remediation, environmental remediation at the former Die Cast

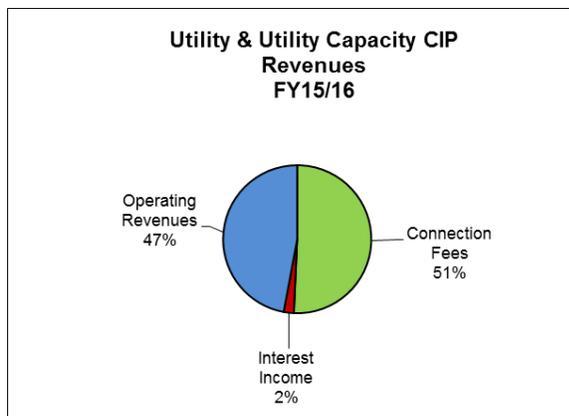
site and State-mandated removal of underground fuel tanks, in addition to the original purpose of these funds, which is to finance on-going clean-up, closure, and maintenance of the former landfill/superfund site. The City’s use of the Environmental Management Fund has allowed for a proactive approach towards dealing with environmental issues throughout the community.

Property taxes for the Environmental Management Fund are projected to end the year slightly below the budget amount of \$538,100. Interest income is expected to be slightly below the budget, also at \$2,000.

The Environmental Management Fund is responsible for the debt service payment for a portion (environmentally-related improvements) of the Alternate Revenue Bonds issued to construct the Davis Road Soccer Complex located on the site of the former landfill. Originally the Park Development Fund was to pay a portion of these bonds. However, with the sharp decline in new housing construction, which has resulted in a significant decrease in impact fees, the Environmental Management Fund is responsible for the entire amount of the associated debt service. This debt service payment is reflected as a transfer to the Debt Service Fund and reported within the Environmental Management Fund’s revenue. In addition, a transfer to the General Fund has been included to offset the costs of the Citywide leaf collection that is being

completed utilizing in-house staff, which has been found to be cheaper than contracting it out.

Utility Fund – CIP Revenues FY15/16:



With the Utility Fund being an Enterprise fund, it must finance its CIP through its own separate and distinct funding sources. These revenue sources must not only fund Utility CIP but must also meet

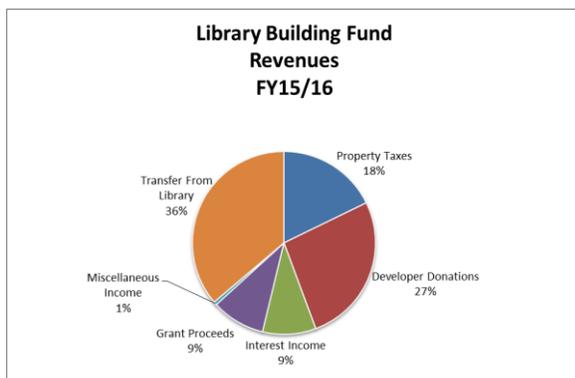
the needs to run operations of both the water and sewer system throughout the City.

It is extremely important that the City have the ability to provide the necessary water and sewer services required by the community without interruption. Through proper planning, the City has been able to stay ahead of the demand curve, even during significant unfavorable drought weather conditions. Correspondingly, the City must make sure that current connection fees being charged are the proper amount in order to represent the future costs that these new developments will have on the system.

It should be noted that a portion of the connection fees are being used to fund prior debt service (i.e., Series 2010F) that was used for previous water and sewer expansion projects. In order to insure a sound Utility system for future years, the City Administration analyzes both the Utility operating expenses and capital project needs on an annual basis and utilizes a portion of the operating revenues to provide funding for maintenance and improvement-related CIP projects. As a result, the Utility Fund has been able to maintain an active CIP that allows the City to keep up with normal annual maintenance needs as well as respond to new State and Federal requirements for operating the City's water and sewer systems.

Overall, the Utility Fund and Utility Capacity CIP Funds' revenues, the latter which are specifically restricted to fund CIP expansion projects, are expected to meet the budgeted amount. Connection fees were budgeted for \$650,000, an increase of \$300,000 from FY14/15. In comparison, during the building boom of seven years ago, connection fees were generating over \$1.2 million.

The City Council did review and modify the City's Ordinance for the revaluation of impact fees. Future impact fees are now adjusted to reflect the corresponding changes being experienced in land values. The City will continue to monitor connection fees and will implement an increase when the market warrants it. It is crucial that the connection fees be substantial enough to meet the long-term financial needs for the Water and Sewer Capacity – CIP Fund.



Library Building Fund – CIP Revenues FY15/16

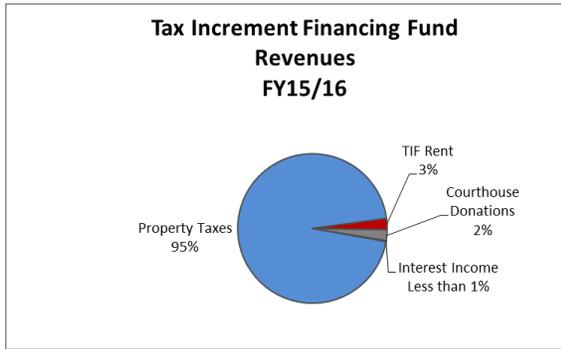
Multiple sources make up the revenue of the Library Building Fund. Similarly to the City's other funds that collect impact fees, developer donations remain greatly reduced from eight years ago.

During FY15/16 it is anticipated that revenue will end the fiscal year below the budget amount by (\$36,000). This is the result of a grant for a new boiler not being received. In addition, impact fees received did not meet budget projections by (\$10,000).

Overall, it is important for the City to continue to insure that development fees generate sufficient revenues to expand existing capital assets that adequately address the corresponding

increase in demands for service. However, these fees must also take into consideration the competitive environment for “high-quality” residential construction or tax-generating commercial/industrial development. The City’s periodic reassessment of impact fees demonstrates the City’s dedication to insure that new developments pay their “fair” share to offset the long-term impact that residential growth has on the City’s facilities and capital assets.

Tax Increment Financing Fund – CIP Revenues FY15/16



The City’s 2015/2016 fiscal year marks the twelfth year the Tax Increment Financing (TIF) Fund was included as part of the CIP process. The TIF CIP continues to be impacted in FY15/16 by the overall decline in assessed values being experienced both nationwide and in the Chicagoland area.

In FY11/12 the Fund received the greatest amount of property taxes although this amount was almost the same as FY10/11. Since that period the Fund has seen a significant decrease in TIF property taxes. In FY15/16, it is anticipated that it will bring in just above the annual amount received seven years ago.

Funding for the Tax Increment Financing Fund is derived from the collection of property taxes which are generated by the tax increment for the downtown district. Tax increments typically include the change in assessed values that result from new construction, remodeling, expansion and over time price escalation for the defined area. These dollars are captured by the TIF district and are restricted for projects that impact the property located within the district’s boundaries. In addition, the City Council must consider the TIF districts limited lifespan (four-years remaining) when reviewing financing options for projects within the TIF. At the expiration of the TIF district, property taxes currently collected by the TIF district will shift back to the other taxing districts.



In addition to property taxes being received, the Fund also receives revenue from rent charged for the businesses in the basement of the Courthouse along with donations received in connection with the tenants utilizing the upper floors of the Courthouse.

**STATUS
FY15/16
GENERAL CORPORATE FUND - CIP
REVENUES**

REVENUES:

Beginning Fund Balance

FY15/16 Budget: \$2,193,200

FY15/16 Actual: \$2,463,200

Beginning Fund Balance within the CIP represents a carryover of revenues that have been, in some cases, dedicated for specific projects. Normally, incomplete projects that have related revenues which have been received before the end of the fiscal year are re-appropriated in the following year and are funded through the Beginning Fund Balance account. Unbudgeted revenue sources (e.g., intergovernmental grants) can be received during the current fiscal year and actually spent the following year. The revenue is recorded when the related expenditures are incurred.

FEES:

Telecommunication Tax

FY15/16 Budget: \$630,000

FY15/16 Projected: \$635,000

Initiated in 1996, the Telecommunication Tax was instituted, in part, to help offset the loss of the annual transfer from the Light and Power Fund, which came to an end at the close of FY96/97. More importantly, this tax was established to create and guarantee a minimal level of annual CIP financing for the hundreds of projects that remain to be funded. This revenue stream provides funding for needed projects and has eliminated the need for dramatic fluctuations and/or increases in the General Fund subsidy to the General – CIP Fund. Also, a significant portion of these proceeds (approximately \$350,000 annually) have been pledged to amortize the outstanding Alternate Revenue Bonds for the Police Station.

Changes in how Woodstock residents and businesses obtain and use communication services have significantly decreased revenue from this tax. Specifically, the removal of land lines and the explosion of the use of the internet to communicate, whether by email or phone using VoIP, has caused a significant portion of communication costs to be excluded from taxation based on the Federal moratorium on taxing any internet services.

Capital Expansion Fees – Police

FY15/16 Budget: \$75,000

FY15/16 Projected: \$75,000

This line item is to track the revenue related to the collection of expansion fees for police protection. Since this revenue is derived from building permits issued on new construction, it is

entirely dependent on the number of new homes being built. While new housing construction has rebounded from the lows seen in 2009, it is still significantly below the levels that were observed during the mid-2000s building boom and what the City considers normal levels. As required by State Statute, this revenue is used exclusively for public safety CIP projects.

Capital Expansion Fees – Streets

FY15/16 Budget: \$30,000

FY15/16 Projected: \$35,000

This line item represents revenue earmarked for street improvement projects financed through Capital Expansion Fees assessed to new residential development. It is important to note that the annual CIP street projects far exceed the revenue collected from this source. As with all CEFs, the amount of projects that can be funded through this revenue source is completely dependent on the amount of new construction.

OTHER REVENUES:

Safe Routes to Schools Grant

FY15/16 Budget: \$ 19,400

FY15/16 Projected: \$ 19,400

Through the 2010 Safe Routes to Schools (SRTS) funding cycle, the City was successful in obtaining the maximum award (\$200,000) to construct sidewalk completing a safe route along the west side of Dean Street from Kimball Avenue to Prairie Ridge Drive. The sidewalk was constructed in the summer of 2014, but final closeout of the project did not occur until late 2015. The funds that the City paid for construction engineering is reimbursable through the grant. Prior to the end of FY15/16 the City should receive a check for \$19,368 from IDOT, which is the amount the City paid to its consulting engineers, Hampton, Lenzini & Renwick (HLR), for construction engineering services.

Miscellaneous Grants

FY15/16 Budget: \$567,300

FY15/16 Projected: \$143,800

The City budgeted to receive a number of grants in FY15/16, specific grant information follows:

Project	Budgeted	Received
Walnut Storm Water	\$ 240,000	\$ -
Zimmerman Rd Storm Water	180,000	-
Emerson Lights Grant	83,000	81,100
Donato Conservation Area	10,000	9,000
Lighting Grant	34,300	53,400
Peace Park Grant	10,000	300
Ryders Woods	10,000	-
	\$ 567,300	\$ 143,800

Grant funds related to Walnut/Ash Storm Water Improvements are anticipated to be received in FY16/17. The Zimmerman Road project was not approved based on the City's submission to the County's Community Development Block Grant (CDBG). The lighting grant funds are anticipated to be more than the amount the City budgeted; however, the State is expected to reduce the funding levels for this program in the near term. It should be noted that a large portion of these grant funds are frozen until the State passes a budget or releases the funds through some other method. The Peace Park grant funds were received in FY14/15. Lastly, the Ryders Woods funds were received instead by The Land Conservancy of McHenry County. To offset the fact that The Land Conservancy received the grant funds instead of the City, the City reduced its funding for the project from \$20,000 to \$13,000, with the additional \$3,000 representing unforeseen costs that were necessary to complete the project.

Miscellaneous Income

FY15/16 Budget: \$ 0
FY15/16 Projected: \$15,300

The City received reimbursements from our insurance carrier for police cars that were totaled in accidents. These proceeds along with some additional City funds were used to replace these vehicles.

Interest Income

FY15/16 Budget: \$ 7,800
FY15/16 Projected: \$13,000

This amount represents the interest earned on CIP funds invested during the fiscal year. As a result of the Federal Reserve Board's decision to maintain its Federal Reserve Rate at an unprecedented range of between 0.00% to 0.25% in an attempt to promote economic growth, the City's investment earnings continue to be depressed. This rate has recently been raised by 0.25% by the Federal Reserve Bank.

Settlement

FY15/16 Budget: \$367,000
FY15/16 Projected: \$392,400

The City received funds related to the settlement with the bonding company that insured the Apple Creek subdivision. The proceeds of the bonds are to be used to complete public improvements in the Apple Creek subdivision that were not completed by the developer. The difference in the projected amount is due to receiving an additional \$25,000 from settlement discussions that had not been included within the original budget.

TRANSFERS FROM/(TO) OTHER FUNDS:

Transfer from General Fund

FY15/16 Budget: \$821,000
FY15/16 Projected: \$821,000

Each year the General Corporate Fund determines if funding is available to transfer to the General – CIP Fund to help support projects within the CIP that are not covered by other CIP revenue sources.

Transfer to Debt Service Fund - Streets

FY15/16 Budget: (\$68,300)

FY15/16 Projected: (\$68,300)

In FY05/06, the City issued Alternate Revenue Source Bonds to fund the construction of two major roadway improvements. A portion of these bond proceeds were utilized to complete roadway improvements to McConnell Road, including the widening of existing lanes, adding turn lanes, installing curb, gutter and storm sewer improvements, and constructing a pedestrian path. These improvements were to be funded in combination through expected developer contributions from The Maples (\$360,000), specifically dedicated for these improvements, with the General Corporate – CIP Fund revenues providing for the remaining debt service payment. The repayment of these bonds (Series 2005B), less than \$75,000 annually, is funded by transfers from the General Corporate – CIP Fund. The associated debt-service payment will continue for the remaining ten year period associated with this debt.

Transfer to Debt Service Fund - WPD

FY15/16 Budget: (\$341,700)

FY15/16 Projected: (\$341,700)

In FY00/01, the City issued \$8.9 million dollars in bonds to finance three separate projects. A portion of the bonds (\$3.9 million) issued were categorized as General Obligation Bonds and will be repaid through an annual property tax levy reported directly within the Debt Service Fund. In addition to the General Obligation Bonds, \$4.0 million in Alternate Revenue Source Bonds were issued to construct the Police Facility.

Alternate Revenue Source Bonds are typically repaid by a specific revenue source pledged by the City at the time of issuance. If the pledged revenue source is unable to repay the bonds and the City is unwilling to use other funds to repay the debt, a property tax levy will be imposed on the City’s residents to repay the bondholders. The City pledged a portion of its Telecommunication Tax receipts for the repayment of the Police Facility’s Alternate Revenue Source Bonds (2000 Series B). Therefore, this transfer reflects the use of the Police Capital Expansion Fees and Telecommunication Tax revenues for the repayment of this debt.

Due to falling interest rates, the City initiated an advanced refunding in 2004 to reduce future interest costs and generate interest savings. The refunding transaction resulted in generating a net present value savings of \$125,200 for the City, representing a savings rate of 4.6% when compared to the amount of the refunded bonds. With interest rates continuing to fall, the City again refinanced the Series 2004 Bonds resulting in a 3.7% savings. The FY15/16 transfer reflects the necessary funding to provide for the principal and interest payments required by the 2004B & 2013B Alternate Revenue Source Refunding Bonds.

Transfer to Debt Service Fund - Parks

FY15/16 Budget: (\$136,700)

FY15/16 Projected: (\$136,700)

In response to the sharp decline in new housing experienced over the last four fiscal years, the impact fees devoted for park improvement projects are insufficient and unable to meet the

required debt service payments for the Alternate Revenue Bonds that were issued to construct several park improvements. Therefore, the City Council responded by authorizing a temporary transfer from the General Corporate – CIP Fund to meet the associated debt service payments.

As a result, the General Corporate – CIP Fund has, on a temporary basis, now been responsible for the debt service payment related to the Merryman Fields Park Alternate Revenue Bonds. This bond payment (\$147,600 in FY08/09, \$150,200 in FY09/10, \$147,000 in FY10/11, \$148,800 in FY11/12, \$150,400 in FY12/13, \$146,800 in FY13/14 and \$147,700 in FY14/15) has reduced the City's limited resources, which continue to experience revenue reductions from the limited economic recovery. While this temporary funding modification has prevented the creation of a substantial deficit within the Park Development Fund, this financial situation will continue to limit the number and dollar value of future park projects until the associated revenues recover in sufficient amounts to allow for amortization of the debt and funding of future projects.

**STATUS
FY15/16
CIP EXPENDITURES
SUMMARY & OVERVIEW**

In FY15/16 fifty-two (52) CIP projects, totaling \$4,774,700, were approved and included in the FY15/16 CIP Budget. A review of the numbers in the chart below indicates that funds were expended on forty-eight (48) projects with five (5) projects being delayed and one (1) additional project being added. The project that was added was for street maintenance evaluation and ranking.

In summary, the table below shows the City’s continued diligence in addressing the unforeseen economic situation through the ability to scale back major projects/expenditures and focus on the implementation and/or completion of projects of only the utmost importance. The total budget and actual expenditures and the number of implemented projects by fund are summarized below.

**Expenditure Comparison
FY15/16
Budget & Actual**

<u>Fund</u>	<u>Budget</u>	<u>Projected</u>	<u>+(-)</u>	<u># Projects*</u>
General Corporate - CIP	\$2,821,300	\$2,614,800	(\$206,500)	23/22
Utility	\$752,300	\$657,400	(\$94,900)	12/12
Library Building	\$156,300	\$169,300	\$13,000	3/3
Environmental Management	\$80,000	\$71,800	(\$8,200)	2/2
Tax Increment Financing	\$964,800	\$834,600	(\$130,200)	12/9
TOTAL ALL FUNDS	\$4,774,700	\$4,347,900	(\$426,800)	52/48

***Approved/Actual**

Expenditures are projected to end the year below the budget amount, projected at (\$426,800) or (8.9%) below the total budget amounts. As will be further detailed in the following narrative, there are many different projects that contributed to this reduction in expenditures.

Within the General Corporate – CIP Fund there were a total of twenty-three (23) projects with a cumulative budget of \$2,821,300 approved in FY15/16. At the end of the fiscal year it is projected that twenty-two (22) projects will be implemented totaling \$2,614,800. Of these the majority came in under budget as the scope of the project changed. Sometimes this is a result of repairs being made instead of replacing the item or in other instances two projects were included in the same line item and only one of the projects were completed.

Within the Utility Fund CIP, which is comprised of the Utility and Utility – Capacity Funds, all twelve (12) budgeted projects were either started or completed. It is projected that expenditures of \$657,400 of the budgeted amount will be realized, which is (12.6%) under budget. The meter

replacement was the largest program that came in under budget at \$50,000 as result of not changing out as many meters this fiscal year as had been projected.

The Library Building Fund CIP is projected to end FY15/16 with approximately \$13,000 more in expenditures than the budgeted amount of \$156,300. This overage was caused by additional costs related to building construction, particularly in the area of lighting.

Two (2) projects were budgeted for in the Environmental Management Fund CIP and are projected to end the fiscal year 15/16 (\$8,200) under budget. This was caused by both projects that were completed coming in under the respective budget amounts.

Finally, the Tax Increment Financing (TIF) Fund CIP budgeted for twelve (12) projects with expenditures of \$964,800 for costs related to improvements located inside the TIF district. Actual expenditures are projected for fiscal year 15/16 at \$834,600 or (\$130,200) under budget. The majority of the decrease can be attributed to projects that were not done, such as a business incentive that was budgeted but not granted as the petitioner ultimately withdrew their project. Also the mural project was budgeted to be completed only if grant funds were secured. While the TIF Fund did come in under budget, the projects that were completed ultimately used more cash than was available and at the end of FY15/16 the TIF Fund Balance is projected to be a deficit of (\$203,500).

Briefly, the FY15/16 CIP projects exemplify the City Administration's attempts to be true to its overriding philosophy of providing for a balanced CIP, as identified in the introduction of this document. Projects were undertaken and are proposed to be completed that both maintain the City's existing infrastructure as well as provide for capacity for future development. The CIP is designed to anticipate the future needs of the City as well as address the deficiencies apparent today.

The discussion that follows will summarize the status of the various CIP revenues and the associated projects by Fund, and further by category, as approved in the FY15/16 Budget. It should be noted that the narrative project summaries include bond payments for the Police Facility and Library Alternate Revenue Bond. Following this narrative summary, the accompanying tables provide a schedule of the projects by Fund and category and compares the amount budgeted with the corresponding amount projected to be received or expended with the conclusion of the fiscal year on April 30, 2016.

**STATUS
FY15/16
GENERAL CORPORATE FUND – CIP
EXPENDITURES – BY FUND & LINE ITEM**

General Administration:

Project: New Financial Software
FY15/16 Budget: \$28,000
FY15/16 Projected: \$38,000

Current and Projected Status



After reviewing multiple financial software systems, the City approved the purchase of Civic Systems. The City completed its conversion from MSI, its prior software package, to Civic during July, 2015. The cost of the Civic software was spread out over 3 years. Therefore an additional amount will need to be budgeted and paid to Civic in the amount of \$22,333 in FY16/17 and FY17/18.

In addition, the City purchased an upgrade of its Time Clock Software, which had not been previously included within this budget. The City owned an older version that was nearing end of life and if this version was introduced it would have required a conversion to the newer version in about a year that would require additional training and expenses.

Project: Copy Machine Replacements
FY15/16 Budget: \$10,000
FY15/16 Projected: \$13,100

Current and Projected Status

In FY15/16, the City continued to replace its aging fleet of copy machines by replacing the oldest remaining copiers. The two copiers replaced were the Police Administration copier and the Records copier. Both copiers were under a time and materials maintenance agreement with Stan's Office Technologies as parts had become harder to find.

During the review process of the City's existing copier fleet it was found that the Lexmark 736de color copier that was installed at the Recreation Department was running yearly maintenance costs close to \$2,500/annually. The reason for this high cost was due to the amount of usage on the copier, approximately 74,000 pages per year, which was higher than recommended.



Based on this information, staff determined that the best use for the Lexmark copier was to move it to Police Administration, where the average use is significantly lower, approximately 30,000 pages per year. The copier also provides the Police Administration with a device that allows for color printing and copying, which allows the removal of the less efficient color laser printer.

With staff moving the Lexmark to Police Administration, it was then determined to purchase a new Ricoh MP C3003 color copier for the Recreation Department and a new Ricoh MP C3503 color copier for the Records Department at the Police Department from Stan's Office Technologies. In FY15/16, \$10,000 was budgeted for the purchase of copiers, but with the recommended changes \$13,100 was expended to implement the aforementioned changes. The additional \$3,100 will be recovered in less than two years based on current usage.



Project: Computer Network
FY15/16 Budget: \$15,000
FY15/16 Projected: \$15,000

Current and Projected Status



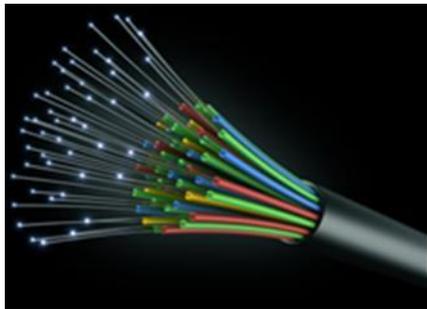
During this fiscal year the computer network fund has been making improvements to increase the existing computer infrastructure, as well as improvements in the network to support the new devices. First, the City purchased new hardware and software for new positions in the City, as well as parts to maintain the existing computer infrastructure. Additionally, equipment has been purchased to improve the wireless network located at City Hall, Public Works, Police, and Opera House.

Remaining budgetary funds will be spent to upgrade and improve the existing computer infrastructure, upgrades in the City Council Chambers and assist in purchasing equipment to create a new Intermediate Distribution Frame (IDF) located on the 2nd floor of City Hall.



Project: Fiber Network
FY15/16 Budget: \$330,000
FY15/16 Projected: \$395,000

Current and Projected Status



The Citywide Network Conversion in which McHenry County, District 200, MCETSB, McHenry College and the City of Woodstock partnered to install and establish a fiber optic network was approved by the City Council in October, 2014. In the report submitted to the City Council, a total of \$433,399 was requested to complete the construction of the project, which included \$46,775 to upgrade the City’s radio equipment to take advantage of the new fiber infrastructure. Due to possible radio equipment changes in the future radio network, it was decided to wait on spending the \$46,775 at this time. Additionally, there were additional expenses of \$7,475, which allowed the City to purchase an upgrade to its network equipment at City Hall to 10 GB speed, as well as account for additional expenses in the installation of the network. Currently, the project is scheduled to be completed by April, 2016, which is ahead of the original schedule and will result in the entire costs of the project being applied to FY15/16.

Public Facilities:

Project: Opera House
FY15/16 Budget: \$45,000
FY15/16 Projected: \$ 5,000

Current and Projected Status



Bids were solicited through the U.S. Communities Government Purchasing Cooperative in July, 2015, for replacement of the failing thirty-year-old flat roof on the south addition to the Opera House. Only three bids were received, all from the U.S. Communities' program-approved and certified contractors. None were local firms, each respondent expressed unhappiness with site conditions and all bids exceeded our appropriation by a considerable amount. All were rejected by the City Council at the recommendation of staff. A local firm was hired as an expedient to make specific repairs and recoat the existing roof, with a two-year guarantee on materials and labor, at a total cost of \$5,000. Work was completed in September and will allow staff to make much-needed repairs to

water damage in backstage areas in the short term. A proper tear off, structural inspection, roof deck repairs and complete roof replacement will be recommended for later in the CIP cycle.

Project: City Hall Improvements
FY15/16 Budget: \$70,100
FY15/16 Projected: \$90,400

Current and Projected Status

The City has applied for \$55,346 from DCEO (\$28,400 to be applied to General CIP) to upgrade lighting throughout the City. While the money to pay for this grant is available since it is funded by ComEd ratepayers, the funds are frozen until the State passes a budget or releases the funds through a separate appropriation.

The total cost of this project is expected to be \$123,900, (\$59,500 allocated to the General – CIP Fund). This grant will be used in conjunction with the Clean Energy grant in the amount of \$55,607 (\$25,000 to be allocated to the General – CIP Fund) that the City was awarded last year. The Clean Energy Grant was set to expire on October 31, 2015; however, the City has been able to receive an extension until April 30, 2016 as a result of the State’s budget impasse. After all grant funds are received, it is expected that the net cost to the City would be \$12,900 (\$6,100 for the General – CIP Fund).



The net cost of \$12,900 is significantly less than was budgeted as a result of DCEO not significantly reducing the incentive amount.

The following repairs were completed at various entrances to City Hall in FY15/16:

- Limestone at the east entrance was removed and a lintel was installed. The lintel was then covered with wood as the exterior layer.
- Face brick around the west entrance was capped with a harder material.
- The west boiler room exterior wall was tuck-pointed.
- The south boiler room exterior wall was tuck-pointed.

The total contract award for the project was \$28,000; however, there was a change order for the amount of \$2,900 for products to harden and prep the existing stone surface making the total project cost \$30,900.

Project: Existing Public Works Facility
FY15/16 Budget: \$60,000
FY15/16 Projected: \$32,000

Current and Projected Status



Funds were included in the FY15/16 General Fund CIP to pay for improvements to the existing facility. The following work was completed in FY15/16 with 67% of the funds being withdrawn from the General Fund and 33% of the funds drawn from the Utility Fund. Improvements included:

- New down accent lighting along the sidewalk that goes from the parking lot to the PW office. This was done to improve public safety and that of employees. Two bollard style light fixtures were purchased and installed. \$1,809 of the total project cost (\$2,700) was charged to this line item.
- The floor in a very common area of the PW garage had worn over time to a point in which it was hazardous for both employees and visitors to the facility. The hazardous surface was ground down and resurfaced in 2015. \$5,226 of the total project cost (\$7,800) was charged to this line item.
- The roof top unit heating/ AC unit at the PW facility was replaced. The existing unit was inefficient and the coil had a leak which resulted in additional refrigerant cost and labor to repair. \$8,927 of the total project cost (\$13,325) was charged to this line item.

A few projects planned for completion on or before April 30, 2016, but have not yet begun include:

- Repairs are needed to the slot drain running down the center of the vehicle storage area. The grating over the slot drain does not sit squarely and as a result, the cover may fly off if its run over by a vehicle or if an employee steps on a corner of it. This repair will require the removal and replacement of concrete along the trench drain, the installation of custom angle iron, and an epoxy coat over the repair. \$2,680 of the total project cost (\$4,000) will be charged to this line item.
- There is an area in the shop which is used by the mechanics for fabrication, welding, etc. It has a high ceiling which is currently a waste of space. PW could use the extra storage and plans to purchase pre-engineered materials to create a

mezzanine above the working space. The mezzanine will bolt together and pieces will be custom built to fit the area. Public Works employees will install the material once it is received. \$13,400 of the total project cost (\$20,000) will be charged to this line item.

Public Safety:

Project: Police Facility
FY15/16 Budget: \$341,700
FY15/16 Projected: \$341,700

Current and Projected Status	
	This project reflects the annual transfer of dedicated telecommunication tax revenues to the Debt Service Fund for the payment on the 20-year bond (five-years remaining) for the relocation of the police operation to its present facility on Lake Avenue. This project involved erecting a two-story facility on the property at 656 Lake Avenue at a cost of \$4 million which was financed by the issuance of an Alternate Revenue Bond. The payment will actually be from the Debt Service Fund with the transfer of telecommunications tax revenue from the General – CIP Fund.

Project: Annual Police Vehicle Replacement
FY15/16 Budget: \$74,000
FY15/16 Projected: \$74,000

Current and Projected Status	
	For FY15/16 three police vehicles are scheduled for replacement. One Detective vehicle has been ordered through the State of Illinois Purchasing Agreement. Two marked patrol vehicles will be purchased through the Northwest Municipal Joint Purchasing Cooperative prior to the end of FY15/16. It is anticipated that all funds will be expended by year end.

Project: Radio Communications Upgrade
FY15/16 Budget: \$18,000
FY15/16 Projected: \$18,000

Current and Projected Status



Woodstock Police Department completed the Federal Communications Commission (FCC) mandate for narrow-banding the radio frequency held by the Woodstock Police Department.

A portion of the Police Department's radio equipment was able to be reprogrammed to the mandated narrow-banding frequency. This project calls for the systematic replacement of police radios that were reprogrammed to the mandated narrow-banding frequency and have

been in daily use for the past thirteen years.

In FY15/16 ten (10) patrol officer radios will be replaced (\$1,800 per radio X 10 = \$18,000).

Project: Police Vehicle Equipment
FY15/16 Budget: \$7,200
FY15/16 Projected: \$7,200

Current and Projected Status



The previously used Ford Crown Victoria marked patrol cars were phased out by the manufacturer in 2011. These patrol vehicles were replaced by smaller versions and additional vehicle change over costs were anticipated to outfit these new police vehicles.

The vehicle equipment included the retrofitting of prisoner cages, replacing electrical consoles, molded rear seats, protective push bars, computer stands and emergency lighting. It is anticipated that the allocated funds will be fully expended by fiscal year end.

Parks

Project: Peace Park
FY15/16 Budget: \$20,000
FY15/16 Projected: \$20,000

Current and Projected Status



The City partnered with the Bull Valley Garden Club and representatives from School District 200’s Challenge Corps Program to develop the children’s discovery area and adjoining “Peace Park” at Dick Tracy Way Park. The City applied for and was awarded a \$10,000 grant from the McHenry County Community Foundation (MCCF) to help pay for this project. The Peace Park was constructed in 2014. In 2015, a labyrinth was constructed as part of this overall project.

Expenses included the purchase of limestone screenings, a park bench, information kiosks, plants, soil, leaf mulch, and the installation of a fence that separates the playground from the park & labyrinth. Funds were approved to have a local artist create a design for the center of the labyrinth. The public art piece is expected to cost \$2,500 and the cost to construct a base for it is expected to cost approximately \$3,400. Assuming favorable weather conditions, the base will be constructed on or before April 30, 2016.

Project WHS Home Turf Campaign
FY15/16 Budget: \$100,000
FY15/16 Projected: \$ 0

Current and Projected Status



The City was prepared to donate funds towards the Woodstock High School Home Turf Campaign as indicated by the approved FY15/16 budget whereby \$100,000 was appropriated. The campaign centered around the preparation and installation of artificial turf on the high

school football field. Unfortunately, bids were opened and later rejected because the difference between the lowest and highest bid was vast and fundraising fell short of the total amount needed to complete the project. The Woodstock School District 200 Board did encourage continuing the campaign to raise funds for the project. However, no work is expected to be completed on this project in FY15/16.

Project: Emricson Lighting and Fence Improvements
FY15/16 Budget: \$178,000
FY15/16 Projected: \$274,500

Current and Projected Status



In 2015, the City was the recipient of a grant award in the amount of \$80,000 from the Baseball Tomorrow Fund (BTF) for 50% of the estimated cost for the installation of new field lights, fencing, and infield drainage for Field A at Emricson Park. Woodstock Girls Softball also donated \$1,250 toward these improvements.

The City signed an agreement with MUSCO lighting to remove and replace lighting at Field “A” at a cost “not-to-exceed” – \$116,500 and a contract was issued for improvements to infield drainage at a cost of \$7,400. This left a remaining budget of \$42,100 for field fencing.

In the early stages of planning this project, the City received an estimate to replace the fence around Field “A” to include with the grant application. At that time the estimate



was in the neighborhood of \$47,000 and this figure was what the grant award was based upon. As the project progressed, the design of the field fence changed to mimic the fence design that was installed around fields at Merryman Fields Park. Specifications were written around that design and they included the removal of existing fence, backstop, footings, dugouts, and associated appurtenances along with, furnishing and installing new fence, arched backstop, footings, covered dugouts with concrete pads,

associated appurtenances, and site restoration.

When bids for the fence were opened, bid amounts were much greater than the estimate received at the time of grant application. Contract prices for all field improvements are as follows:

Ballfield lights – MUSCO	\$116,500
Installation of infield drainage	\$7,400
Fencing, backstop, & enclosed dugouts	\$114,600
Baseball Tomorrow Fund/WGS Donation	<u>(\$81,250)</u>
Totals	\$157,250

After installation of the dome style backstop, user groups identified a number of concerns with its position on the field and its design. The City will repurpose the domed backstop on the ball field at Prairie Ridge Park and a new straight wall backstop will be installed on Field A to the liking of all user groups planning to utilize the field. Proposals to move the

domed backstop, then purchase and install the preferred backstop total \$36,000. It is expected that this work will be completed before the end of FY15/16.

Project: Donato Conservation Area-Pathway
FY15/16 Budget: \$20,000
FY15/16 Projected: \$20,000

Current and Projected Status



Woodstock School District 200 Engineering Development and Design (EDD) class created a design for and built a 6' x 6' prototype of a safe public walkway through the wetlands at the William C. Donato Conservation Area. Due to the initial project's conservation focus, and its educational and collaborative nature, the City of Woodstock was able to obtain a project start-up grant from ComEd/Openlands 2015 Green Region program. Their matching sponsorship donation of \$10,000 has allowed this project to come to fruition. Parks Division employees will be constructing more 6' x 6' sections of the walkway throughout the winter months. In the spring of 2016 they will link them together in an effort to create a continuous raised path through the wetlands. Cost will not exceed that which was approved for this project. In the end, the 6' wide path will cover an area of approximately 750 sq. ft.

Project: Ryder's Woods
FY15/16 Budget: \$ 20,000
FY15/16 Projected: \$ 13,000

Current and Projected Status



The City partnered with The Land Conservancy (TLC) to develop a proposal to remove some concrete that has existed in the Northwest corner of the park for a number of years. In addition to this work, a new entryway to the park will be constructed off Fremont Street adjacent to Dick Tracy Way Park. The City assisted TLC in drafting the grant application, but it was submitted under the auspices of TLC, to satisfy the limitations now imposed by MCCF/CCT. TLC was the recipient of a grant

in the amount of \$13,600. Grant funds will cover the cost for the excavation and hauling of the concrete slabs to a recycling facility. Immediately thereafter, restoration, grading, and seeding of the site will take place. Other restoration materials (i.e. topsoil, trees, shrubs, kiosk, fencing, signage, pathway, crosswalk, construction of columns, etc.) along with the development and purchase of some related educational material will be paid from

the remaining portion of the grant funds and approximately \$13,000 of the City's funds. This work is scheduled for completion by early Spring, 2016.

Motor Pool/Equipment:

Project: Parks – Equipment Replacement
FY14/15 Budget: \$35,000
FY14/15 Projected: \$33,600

Current and Projected Status



A 2005 Chevrolet pickup truck assigned to the Parks Division was removed from service in 2015 because the floor and running boards were so badly rusted that the only solution was to replace the entire cab of the truck, which is cost prohibitive. Funds to replace the vehicle were approved in the FY15/16 budget. A 2016 Ford F250 was purchased through the State of

Illinois Joint Purchasing Program at a cost of \$24,500. The truck was delivered in October, 2015 and was sent out to local vendors for the installation of a snow plow, liftgate, cab protection, warning lights, bedliner, and undercoating. Using local vendors for the installation of these options netted a savings of \$2,154 as compared to having them installed through the State bid. The 2005 pickup truck was declared as surplus equipment and it will be sold to the highest bidder at auction.

Project: Street Equipment Purchase
FY15/16 Budget: \$24,000
FY15/16 Projected: \$ 0

Current and Projected Status



The request for FY15/16 was to purchase a Planer and Box-Broom to facilitate asphalt repairs on our roadways and give the Street Department the ability to do skip patching on a limited scale. This will help to remove problem areas in our roadways that are beyond pothole patching and allow for a permanent patch.

2015 has brought about funding concerns within the City of Woodstock due to the State of Illinois being unable to pass a balanced budget and withholding funds, and potentially cutting funding to municipalities. It was decided that without adequate funds and staff to support this endeavor, this project will be postponed until appropriate resources become available.

Project Street Dump Truck Replacement
FY15/16 Budget: \$150,000
FY15/16 Projected: \$159,400

Current and Projected Status



The approved FY15/16 budget included funds to replace a 2002 International four-ton dump truck. In the past, this type of vehicle has been purchased through the Illinois Joint Purchase program; however, because of the State's budget crisis, a joint purchase contract was never awarded. As a result, staff utilized a National Joint Powers Alliance (NJPA) Contract (number #102811)

for the replacement of this vehicle. NJPA is a public agency serving its members as a municipal contracting agency. NJPA establishes and provides nationally leveraged and competitively solicited purchasing contracts under the guidance of the Uniform Municipal Contracting Law. The Joint Exercise of Powers Laws allow members to legally purchase through these contracts without duplicating its own competitive bidding process and requirements. NJPA has awarded a contract through its procurement program for the purchase of dump trucks. This contract was awarded to The National Auto Fleet Group, Watsonville, California at a price of \$159,438. While the contract was awarded to the National Auto Fleet Group, because of the network of dealers and the language contained within the NJPA contract, the City purchased the truck through Rush Truck Centers of Northern Illinois, Huntley, Illinois. The body is to be setup by Bonnell Industries, Dixon, Illinois. The body setup includes a dump body, front plow, scraper blade, pre-wet system, tailgate spreader, and warning lights.

More stringent emission standards and increased costs for raw material prices have been the issues driving the cost of the vehicle higher than the amount which was budgeted.

The vehicle is anticipated to arrive around mid December, 2015. The City always keeps one dump truck as a spare for winter snow removal therefore the 2002 International will be kept as a spare and the previous spare truck, a 2001 International dump truck will be declared as surplus and sold to the highest bidder at the next available surplus sale. Exact timing of this is based upon the delivery of the new vehicle. The funds from the sale of the vehicle being replaced will be returned to the General Fund as revenue in the miscellaneous income line item.



Streets/Sidewalks/Signals:

Project: Streets Resurfacing
FY15/16 Budget: \$992,000
FY15/16 Projected: \$992,000

Current and Projected Status



Geske and Sons, Inc. was awarded the contract to complete this year's street maintenance and resurfacing program. This program typically includes bituminous surface removal, binder and base course repairs, manhole adjustments as well as spot curb, gutter and sidewalk removal and replacement. Once these improvements are complete, a new bituminous surface course is

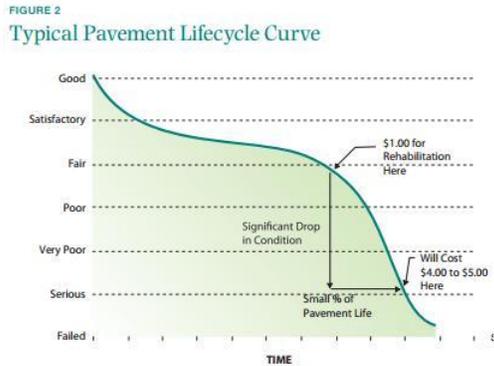
installed. As the work progressed, City staff realized that we were not encountering as many unexpected repair costs that we normally would expect and, as a result, we were able to repair and resurface portions of three (3) additional streets while still staying within our budget. To date, \$621,373 has been spent on the resurfacing program. The following streets were completed during this year's program:

- 1.) Clay Street from Grove Street to First Street;
- 2.) Clay Street from Greenwood Avenue to Todd Avenue;
- 3.) Madison Street from Greenwood Avenue to Donovan Avenue;
- 4.) Todd Avenue from Tappan Street to Madison Street;
- 5.) Wheeler Street from Greenwood Avenue to Third Street;
- 6.) Madison Street (spot patching) between Beech Ave. and Maple Avenue;
- 7.) Winslow Avenue (spot patching) between Tara Drive and Amber Court;
- 8.) Greenly Street from Vine Street to Lake Avenue;
- 9.) Halma Lane to the Cul-de-Sac;
- 10.) Bloomfield Drive;
- 11.) Jonathon Lane;
- 12.) Braeburn Court;
- 13.) Braeburn Way;
- 14.) Glacier Drive;
- 15.) Fieldstone Drive;
- 16.) Springwood Drive;
- 17.) Courtland Street;
- 18.) Wildmeadow Lane;
- 19.) Shenandoah Lane;
- 20.) Macintosh Avenue;
- 21.) Meadowsedge Drive; and
- 22.) Woodworth Avenue.

All of the resurfacing work has been completed and a final punch list is being compiled for the contractor to complete.

Project: Street Maintenance Evaluation and Ranking System
FY15/16 Budget: \$ 0
FY15/16 Projected: \$11,000

Current and Projected Status



The City has shown its commitment to street maintenance and resurfacing improvements over recent years by increasing its funding for these programs. The City realizes that the level of funding will continue to rise as the age of the pavement and the underlying infrastructure increases. In order to maximize the effectiveness of monies spent for annual street maintenance and rehabilitation, funds were budgeted in FY14/15 to hire an engineering consulting firm to prepare a formal pavement management program and evaluation report.

The purpose of this program is to assess the condition of the City's streets and develop economical and workable street programs to maintain those streets over the next several years.

Work on preparing the pavement management report began in late FY14/15 and the final pavement management report was not completed until FY15/16. The report is now complete and was submitted to the City Council. To date, \$10,951 has been spent on the preparation of this report. We do not anticipate that any additional funds will be needed.

This report will be utilized each year to schedule rehabilitation on targeted streets immediately before their condition rapidly declines and becomes far more expensive in the future to repair.

Each year, the suggested maintenance improvements will need to be evaluated and updated as to the effectiveness of the recommended improvements and to recommend budget changes, as necessary, to assure that the City is spending our limited funding in the best possible manner.

Project: Safe Routes To Schools
FY15/16 Budget: \$35,000
FY15/16 Projected: \$38,200

Current and Projected Status



Prior to the end of FY14/15, the City received notification that it had received its third grant award through the federally-funded Safe Routes To School Program. That grant was approved for improvements to school travel routes leading to Verda Dierzen Early Learning Center, Mary Endres Elementary, and Northwood Middle School. Locations for sidewalk maintenance and improvements are anticipated to include Tappan Street, Meadow Avenue, Summit Avenue, Clay Street, and Walnut Drive.

The City entered into an agreement for professional services with HLR in July, 2015 for the preparation of design plans and construction specifications, completion of engineer’s estimate of construction costs, and to assist with the final approval process with IDOT. It is anticipated that final approval from IDOT will be obtained during FY15/16 with a bid opening in June, 2016 followed by construction during calendar year 2016. Total construction from start to finish should not exceed four weeks.

Project: Bike Path Extension
FY15/16 Budget: \$ 25,000
FY15/16 Projected: \$ 25,400

Current and Projected Status



This project involves a partnership between the McHenry County Conservation District (MCCD), the County of McHenry, the Illinois Department of Transportation (IDOT) and the City of Woodstock. The FY15/16 budget was to cover costs of preliminary engineering and design engineering required for the bike path gap elimination project on U.S. Route 14 from Lake Avenue to West Lake Shore Drive. Preliminary engineering plans were completed and sent to the various utility companies

and MCCD for review and comment. Review comments from these agencies were subsequently incorporated into the plans, which were then forwarded to IDOT for permit approval. We anticipate final IDOT approval in time for a January, 2016 bid opening and an April 1, 2016 start date for construction. The path is expected to be completed in the Spring/early Summer of 2016.

In the end, the City will pay, in accordance with our agreement, for the engineering and design costs, IDOT and McHenry County will pay construction costs, and MCCD will maintain the path after its construction.

Stormwater Management

Project: Storm Sewer Improvements
FY15/16 Budget: \$525,000
FY15/16 Projected: \$300,000

Current and Projected Status



Earlier this year, the City was awarded \$250,157 of Community Development Block Grant (CDBG) funds through the federal Housing and Urban Development (HUD) program to begin Phase 1 construction of a new storm sewer system in the Tappan Street/Walnut Drive/Ash Avenue neighborhood to improve and/or eliminate drainage and stormwater problems. The engineering plans and contract specifications are near completion.

We anticipate soliciting bids in December, 2015 with a Phase 1 project start date of April 1, 2016. Because this is a multi-phase construction project (estimated 3 years) and CDBG funding for the next 2 years is critical to its successful completion, the City Council recently approved a resolution requesting an additional \$250,000 in CDBG funds from HUD for Phase 2 improvements. In this resolution, the City agreed to appropriate \$80,000 toward the completion of work in Phase 2 of this project. We anticipate notification of funding approval from HUD for Phase 2 improvements to occur in May, 2016. Funds not utilized in this year's budget are expected to be re-appropriated in next year's budget.

Project: I & I Improvements
FY15/16 Budget: \$40,000
FY15/16 Projected: \$40,000

Current and Projected Status



The removal of sediment from the Raintree Park detention basin became a two (2) phase project when soil testing revealed that the sediment would have to be trucked and disposed of at landfill site specifically designed to accept "contaminated" material. The cost to dispose of this type of material is considerably higher than normal disposal costs and, as a result, limits the amount of material that can be removed during this budget season. It

is not unusual to find contaminants in the sediment given the size of the drainage area and the amount of contaminants that storm water can pick up while draining overland before it enters a storm sewer.

A contractor has been selected to remove approximately 450 cubic yards of material from the basin. It will be carefully excavated from the basin and deposited in a designated dewatering area (the parking lot located adjacent to the basin) until it has dried sufficiently to load it back into trucks and hauled to an approved disposal landfill in Grayslake. Work is expected to begin shortly after the ground freezes in order to provide a firm footing for the equipment to work on and to protect the existing underdrain system located under the sediment. Once the material is removed to the dewatering site, the City will clean out and remove debris from the underdrain pipes.

We expect to have all of the dewatered material transported to the landfill before the end of the year. Rough grading and final restoration of the disturbed areas is expected to begin shortly after the material has been moved to the dewatering site. Funding for the next phase of this project will be requested in the development of the FY16/17 Budget in order to complete the project in its entirety.

**STATUS
FY15/16
ENVIRONMENTAL MANAGEMENT FUND CIP**

REVENUES:

As highlighted earlier in this document, pursuant to generally accepted accounting principles, the various funds of the City, including the Environmental Management Fund, must be accounted for and recorded separately. The revenues and expenditures of the Environmental Management Fund are outlined separately, as opposed to being merged with the other CIP projects of the General Corporate – CIP Fund, Library Building Fund, Tax Increment Financing Fund and/or Utility Fund. However, unlike the General Corporate – CIP Fund, the revenues of the Environmental Management Fund CIP are derived exclusively from a property tax levy, which is utilized to fund both operating expenditures, as well as all environmentally-related capital costs for the City. Consequently, the funds that are not required for the operating expenditures are available to fund the Environmental Management Fund – CIP. Nonetheless, by its very nature, the majority of this Fund is comprised of CIP expenditures, as opposed to operating expenditures.

Like the Utility Fund, the Environmental Management Fund needs to be considered separately from the other funds of the City, since it is financed through its own tax levy. Currently the scope of the fund is used to include environmentally-related expenditures such as cleanup costs and groundwater monitoring at the Die Cast site, removal and cleanup of underground storage tanks, wetlands maintenance and improvements, yard waste disposal, special waste management and disposal, lead remediation, etc.

In FY05/06, the City pledged the property taxes of the Environmental Management Fund to repay a portion of the \$2.8 million in alternate revenue bonds issued to finance the adaptive reuse at the Davis Road complex. The Environmental Management Fund is responsible for its share of the bond payments with the remainder funded by the Park Development Fund. This payment is reflected as a Transfer to the Debt Service Fund and reported as a negative revenue. In addition, a revised debt service transfer is authorized within the FY15/16 Budget, which included the continuation of a temporary modification that provided the necessary additional funding needed to meet the debt service obligations for the Alternate Revenue Bonds issued to construct the Davis Road Soccer Complex, allowing for a temporary suspension of the transfer from the depleted Park Development Fund.

At this time, the current tax levy adopted for the Environmental Management Fund in combination with fund reserves will generate sufficient revenues to finance both anticipated and unanticipated capital projects within the environmental arena. However, the long-term reserves should continue to be maintained within this fund to guard against future changes in environmental standards. Among the anticipated costs, described in greater detail in Chapter 6 of this document, the City must ensure that sufficient funds are available for: 1) future oversight costs related to the reuse and monitoring of the landfill site 2) unforeseen remediation activities 3) debt service to cover the Davis Road Park Soccer complex and 4) other “green” projects that are necessary throughout the City.

EXPENDITURES:

Project: Alternative Fuel Upgrades
FY15/16 Budget: \$10,000
FY15/16 Projected: \$ 7,000

Current and Projected Status

Since 2007, the City Council has approved the purchase of alternative fuel vehicles. The initial cost to purchase these types of vehicles is higher than the cost to purchase a gas or diesel-fired model, and as a result, funds are requested to help cover that added expense when this alternative technology is an appropriate choice for vehicles being purchased. The original approval was for two hybrid powered (gasoline/electric) vehicles which are still in service. Since that time, the City has converted three Public Works trucks to propane as an alternative fuel. The benefits of looking to alternative fuels is increased fuel efficiency and reduced air emissions. After a few years experience with these vehicles, it has been determined that the City should consider the use of this technology throughout the entire fleet, where appropriate.

The cost of the vehicle is paid from a Motor Pool line item, and the additional cost to outfit it with this green technology is funded through this line item. A new pickup truck (received in October, 2015) assigned to the Parks Division will have a propane conversion kit installed before the end of FY15/16. After the kit is installed, the vehicle can run off gasoline or propane fuel.

Project: Leaf Machines
FY15/16 Budget: \$70,000
FY15/16 Projected: \$64,800

Current and Projected Status



As a service to residents and in an effort to protect the City's stormwater collection system, the Department of Public Works administers an annual city-wide leaf collection program. This program requires three leaf machines to be in service for the four week collection period. Three years ago, the City began standardizing on Spartan Leaf Machines after finding that the manufacturer of the existing Giant Vac units closed their doors and no one would be fabricating aftermarket parts or supplies. In FY15/16 a third Spartan Leaf Pro Plus was purchased from Bonnell Industries, Inc., Dixon, IL. The City took delivery of the unit during the second week of the 2015 leaf collection program and it was placed into service immediately.

**STATUS
FY15/16
UTILITY FUND CIP**

REVENUES:

As referenced in the discussion of the Environmental Management Fund – CIP Revenues, the Utility Fund must, likewise, be accounted for separately. Similarly, the City’s auditors have insisted, due to the fact that this fund is accounted for similar to a private-sector business, they require that it be incorporated as part of, and commingled within, the operating budget of the Utility Fund. Therefore, a separate schedule of CIP revenues (as distinct from CIP expenditures) is not maintained within the Utility Fund, but rather is derived from the revenue sources that have been established and are available to finance the Utility Fund in its entirety.

While it makes the financial administration of this fund more difficult and, no doubt, more confusing for the City Council and the public to distinguish CIP revenues and expenditures from operating expenses, the City Administration maintains an internal accounting and recording system that provides equally, adequate, and reliable accounting of revenues, expenses, and balances available for CIP projects. While not officially or formally dedicated as such, within the schedule of Utility Fund Revenues are revenue accounts that are earmarked or dedicated for use in funding the Utility CIP. These revenue accounts include connection fees, bond proceeds, and a portion of water & sewer sales.

Connection fees are similar to Capital Expansion Fees (CEF) within the General Fund that are used solely to fund its CIP projects. The use of a portion of the water & sewer sales revenue is consistent with the transfer of funds from the Park Development Fund into the General Corporate – CIP Fund and the use of the property tax levy from the Environmental Management Fund to support the Fund’s CIP as well. However, beginning in FY99/00, a separate Fund was created to distinguish and monitor the revenues and expenditures specifically attributable to what have been referred to as capacity expansion projects associated with the Utility Fund.

Overview

As previously discussed, the City’s Utility Fund utilizes several forms of revenue to finance its current and future capital needs. This section will briefly discuss the major revenue sources reported in the Utility Fund, and the Utility Capacity – CIP Fund. In addition, the Utility Fund, and Utility Capacity – CIP Fund both have existing fund balances that are available to finance capital projects and these available balances will be discussed as well.

At the beginning of FY15/16, the Utility Fund’s fund balance was \$105,600 and the Utility Capacity CIP Fund’s fund balance was \$3,031,300. Most of the capital projects budgeted within the Utility Fund are normally financed solely from operating revenues received in the current fiscal year.

The entire balance of \$3,031,300 in the Utility Capacity – CIP fund is restricted for projects that will expand the capacity of the City’s water and sewer system, and also provides for the debt service payment related to the Seminary Avenue Water Treatment Plant expansion. The City’s

FY15/16 budget includes the collection of impact fees, albeit at a continued slower pace than prior years, although significantly higher than four years ago.

At the end of December 2015, the Utility Fund's revenues and expenses should be at 66.6% of their respective budget amounts. The major revenue source for the Utility Fund is the user charges for water and sewer services. In FY15/16, the City budgeted \$4,672,500 to be received from water and sewer charges. As the end of December 2015 the fund had collected approximately \$3,200,000. This represents 68.6% of the budget amount. While water and sewer sales are slightly above budget at this point, they are likely to end on budget or slightly below. This is a result of the fact that during the first half of the year the City sells more water per month than the last four months, since the summer months are contained within this period.

Connection fees reported in the Water and Sewer Capacity CIP Fund were budgeted at \$650,000 in FY15/16, which represents an increase from the prior fiscal year. It is likely that at the end of the fiscal year that connection fees will meet this budgeted figure.

The impact fees not only provide for the repayment of debt service on the \$4.1 million in bonds issued to finance the construction of the Seminary Avenue Treatment Plant expansion, but also provide financing for future capital improvements that impact the capacity of the City's water and sewer system. It is imperative that the City insure its connection fees are maintained to provide adequate funding to not only meet the debt service requirements for the existing bonds, but also accumulate sufficient reserves to meet future capital demands that result from these new developments as constructed, otherwise, existing system users will be burdened with increased water and sewer charges to compensate for these new capital improvements.

EXPENDITURES:

Project: Existing Public Works Facility
FY15/16 Budget: \$30,000
FY15/16 Projected: \$15,800

Current and Projected Status



Funds were included in the FY15/16 Utility Fund CIP to pay for improvements to the existing Public Works facility. The following work was completed in FY15/16 with 33% of the funds being withdrawn from the utility fund and 67% of the funds drawn from the Utility Fund. Improvements included:

- New down accent lighting along the sidewalk that goes from the parking lot to the PW office. This was done to improve public safety and that of employees. Two bollard style light fixtures were purchased and installed. \$891 of the total project cost (\$2,700) was charged to this line item.
- The floor in a very common area of the PW garage had worn over time to a point in which it was hazardous for both employees and visitors to the facility. The hazardous surface was ground down and resurfaced in 2015. \$2,574 of the total project cost (\$7,800) was charged to this line item.
- The roof top unit heating/ AC unit at the PW facility was replaced. The existing unit was inefficient and the coil had a leak which resulted in additional refrigerant cost and labor to repair. \$4,398 of the total project cost (\$13,325) was charged to this line item.

A few projects planned for completion on or before April 30, 2016 but have not yet begun include:

- Repairs are needed to the slot drain running down the center of the vehicle storage area. The grating over the slot drain does not sit squarely and as a result, the cover may fly off if it's run over by a vehicle or if an employee steps on a corner of it. This repair will require the removal and replacement of concrete along the trench drain, the installation of custom angle iron, and an epoxy coat over the repair. \$1,320 of the total project cost (\$4,000) will be charged to this line item.

There is an area in the shop which is used by the mechanics for fabrication, welding, etc. It has a high ceiling which is currently a waste of space. PW could use the extra storage and plans to purchase pre-engineered materials to create a mezzanine above the working space. The mezzanine will bolt together and pieces will be custom built to fit the area. Public Works employees will install the material once it is received. \$6,600 of the total project cost (\$20,000) will be charged to this line item.

Project: Water Storage Tank Maintenance
FY15/16 Budget: \$10,000
FY15/16 Projected: \$ 8,800

Current and Projected Status



In FY15/16 this project focused upon the cleaning and inspection of the interior and exterior of the Lake Avenue and McConnell Road water towers. The sun does not hit the underside of the tower bowl which during the humid weather always drips from condensation. Organics like dirt, dust, and debris mix with the condensation creating a perfect environment for moss & mildew to grow and thrive. Moss & mildew are removed through high pressure wash and treatment chemicals. This year's maintenance included an inspection of the entire tank in an effort to identify any structural issues that might impact its long term integrity. The City is currently awaiting the report and video along with recommendations for repairs.

The Lake Avenue elevated storage tank was last evaluated and cleaned in 2010. In FY15/16 the Lake Avenue elevated storage tank was cleaned inside and outside. A dive inspection and exterior inspection was performed. The inspection reveals the need for spot repairs on the interior and exterior of the tank where the prime paint coat is visible. There were signs of ice buildup in the tank and a mixer is recommended to alleviate any future damage.

The Bull Valley elevated storage tank has not been cleaned or inspected since 2004; its original date of construction. An inspection in FY15/16 revealed the need for spot repairs as well as a mixer to improve circulation and eliminate ice buildup. There is some pitting of the steel on the exterior of the tank which is recommended to be repaired in FY16/17.

Project: Well Maintenance and Improvements
FY15/16 Budget: \$70,000
FY15/16 Projected: \$52,000

Current and Projected Status



The City's six drinking water wells are on a six year cycle for preventive maintenance. In FY15/16, Well #9 is slated to be pulled for teardown & inspection. The City awarded a contract for the work to Layne Christensen at a cost not-to-exceed \$33,721. The well was pulled in October 2015. Sand was found on the motor and bowl assembly when the pump was pulled. The well was televised and there

were no obvious compromises in the well casing; however, the well casing contained many deposits around the 130' depth mark. Preliminary thoughts are that the motor is okay but the bowl section needs to be replaced. Projected costs are based upon the cost to pull the well in addition to preliminary estimates based upon visual inspection and experience of those professionals pulling the well. The original not to exceed price of \$33,721 will increase due to the following items that were discovered after the pump and motor were pulled.

Gravel was found on the pump and bowl assembly when the assembly was pulled; this indicated that there may be a breach in the casing, additional costs were incurred for this inspection. Cutting and rethreading of the column pipe was necessary. The bowl assembly needed replacement. The bottom of the well screen is in need of plugging as there are breaches in this area. The price break down is as follows:

Original Estimate	\$33,721
New Bowl Assembly	10,338
Scraping Casing and Re-Televising	6,750
Well Plug	<u>553</u>
Total	\$51,362

Project: Water Main Replacement & Construction
FY15/16 Budget: \$15,000
FY15/16 Projected: \$14,500

Current and Projected Status



In FY14/15, funds were approved to implement a City-wide water system leak detection program. Leaks within the City’s water distribution system result in the need to treat and pump more water than is being used and billed, incurring unnecessary treatment costs for utilities and chemicals.

In FY15/16, the results from the leak detection survey were made available. The survey revealed that 53 different hydrants within the distribution system were leaking. Public Works has repaired those leaks responsible for the majority of lost water. It is projected that all repairs will be completed by the end of FY15/16 using City staff.

Project: Water Treatment Plant Maintenance
FY15/16 Budget: \$55,000
FY15/16 Projected: \$55,000

Current and Projected Status



The City has a need to increase seasonal chlorine concentrations in the water distribution system in areas beyond the Lake Avenue Water Tower. The FY15/16 budget request focused upon the design and evaluation of a gas chlorine booster station with circulation equipment at the Lake Avenue Water Tower site. \$55,000 was included in the approved FY15/16 Budget to construct a booster station. This approach is in essence “treating the symptom.” The cause for the depletion of chlorine concentrations should be treated at the source, which in this case is the drinking water well.

The City is working with a “drinking water expert” Larry Thomas, a P.E. with Stanley Consultants, Inc., to study the existing situation and direct us on the future steps that we need to take to define the compounds and biological growth that are causing the current decline in chlorine residual. Mr. Thomas will also provide recommendations for specific treatment chemicals that Woodstock should use to maximize this effort. After this study, which is expected to cost \$4,500, has been concluded, remaining funds in this line item will be used to pay for chemical feed equipment, controls, and chemicals to treat water at the well site and the idea of constructing a chlorine booster station will be abandoned.

Project: Wastewater Treatment Plant Maintenance
FY15/16 Budget: \$26,000
FY15/16 Projected: \$47,700

Current and Projected Status



The approved FY15/16 Utility CIP included funds to replace a grinder that has been in service for approximately eight years and showing signs of significant wear. Its purpose is to reduce the size of rags, roots, clothing, sticks, stones, and other debris that flow into the treatment plant through the main trunk sewer. It was replaced with a new 2014 model unit with an updated design from the existing model at a cost of \$25,962; the cost to purchase a reconditioned unit is \$24,217. The equipment has

been received and has been installed and is in service.

Another project was recommended by City Staff after the start of the FY15/16 budget year and funding was subsequently approved. Two flights of stairs leading to the lowest level of the Tappan Street sanitary sewer lift station were replaced. The stairs provide access to a grinder and a bar screen which are in line with the incoming sewer main. The original staircase, which served the City for more than 57 years, was fabricated from steel and it simply outlived its useful life. The stairs reside in a damp, corrosive environment which helped lead to their demise. The new stairs are fabricated from aluminum which is a better metal for this type of environment. From a safety and health perspective, this improvement was necessary and the new staircase should serve the City for many years. Funds to pay for this improvement (\$21,700) will come from the fund balance at the end of FY15/16.

Project: Water Meters
FY15/16 Budget: \$150,000
FY15/16 Projected: \$100,000

Current and Projected Status



The purpose of this program is to replace old and outdated water meters to improve the accuracy of recording the amount of water used by a customer, improve the efficiency of meter reading operations, reduce time needed to read meters, and to eliminate the need to enter a building to obtain a meter reading. The City currently uses two employees to read meters for about two weeks every month, if we would continue to convert more meters we will at some point be able to just have one

employee doing this job and reassigning the other employee to assist in other areas within the division and given the current staffing levels this would be very helpful to the overall operation of the Sewer and Water Maintenance Division.

As more meters get replaced using the current radio read technology, the City should realize an increase in revenue from water sales because as the meters get older, they slow down and do not account for all the water passing through them. This accuracy should have a positive impact on the City's water billed vs. water pumped ratio. New meter technology also has the capability of storing daily use data over the billing cycle to help the City diffuse billing disputes.

The industry standard for the life span of a meter is about ten to fifteen years. As more of the meters are converted to the radio read style the readings can be done faster with less chance for errors. To date approximately 6,619 meters or 75% of the water meters in the City of Woodstock (includes both new and existing accounts) have converted to utilize the new "drive by" system. Because there is great benefit to the City to get all meters replaced within the shortest period of time for all the reasons mentioned above, it is recommended that meters be purchased for annual installation by City staff and by contracted services. Therefore, the following aggressive replacement program is proposed:

At the start of this budget year, we had approximately 300 meters in stock. The City has purchased about 110 meters of different sizes during FY15/16; these meters have been charged off to the operating budget of Sewer and Water Maintenance Division. The Division has also revamped the meter installation schedule to be three weeks a month rather than the previous two weeks.

Project:	Lighting Upgrades
FY15/16 Budget:	\$41,300
FY15/16 Projected:	\$37,600

Current and Projected Status



The City has applied for \$55,346 from DCEO (\$16,000 to be applied to the Water and Sewer Fund) to upgrade lighting throughout the City. While the money to pay for this grant is available since it is funded by ComEd ratepayers, the funds are frozen until the State passes a budget or releases the funds through a separate appropriation. The total cost of this project is expected to be \$123,900, (\$37,600 allocated to the Water and Sewer Fund). This grant will be used in conjunction with the Clean Energy grant in the amount of \$55,607 (\$19,500 to be allocated to the

Water and Sewer Fund) that the City received for last year. The Clean Energy Grant was

set to expire on October 31, 2015; however, the City has been able to receive an extension until April 30, 2016 as a result of the State's budget impasse. After all grant funds are received, it is expected that the net cost to the City would be \$12,900 (\$2,100 for the Water and Sewer Fund).

Project: Waste Water Plant Loader
FY15/16 Budget: \$20,000
FY15/16 Projected: \$ 1,000

Current and Projected Status



The original request in the FY15/16 Utility Fund Motor Pool CIP was to replace the Volvo Wheel Loader that the City purchased new in 1999 at a cost of \$100,000. The equipment is used to move bio-solids at the treatment plant, move snow, load salt, aid in lifting equipment, materials, and supplies. Without funds to purchase a new unit, it was determined that the existing loader could be refurbished at a cost of approximately \$20,000 and

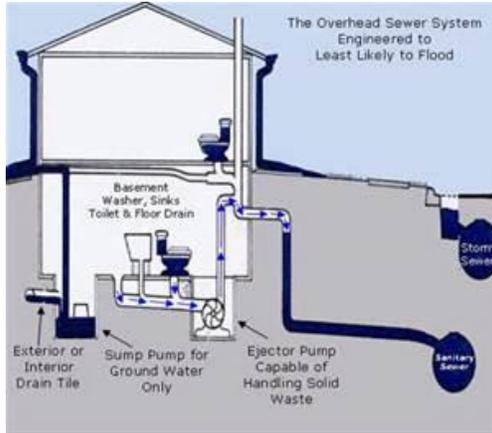
that if this work were completed, it could potentially extend the service life of this equipment another 5 - 10 years.

Based on an evaluation of this equipment by fleet maintenance staff as well as the Volvo technician, it is not a good idea to invest this capital into this machine due to the fact that it is nearing the end of its service life. The evaluation revealed that at a minimum, the front lift arms need to be removed, and worn and damaged bushings need to be replaced. When the lift arms are off they would need to be sent to a remanufacturing facility which would need to make new ones. The unit has hydraulic cylinders that are leaking and there is damage to the quick attach frame. Repairs could reach the \$35,000 range. When all is considered, if we were to complete this work, the unit does not gain any value for the City of Woodstock. At the current state, this machine is no longer supported by the manufacturer. Some parts are currently unavailable, and this list is growing.

It is recommended that the City continue to perform preventive maintenance on the equipment and that it take a risk that no major failure will occur until such time there are sufficient funds available to replace it. The expenditure in FY15/16 was related to costs for a Volvo Technician to complete an assessment of the existing unit.

Project: I & I Improvements
FY15/16 Budget: \$15,000
FY15/16 Projected: \$ 5,000

Current and Projected Status



In 2007, the City Council approved and implemented a program that reimburses or shares the cost of the installation of an overhead sewer or approved backflow device in the home of those property owners who experience a sanitary sewer backup following periods of heavy rainfall. Through this program, eligible participants can receive a maximum of \$2,500 for the installation of sanitary sewer backup control measures on private property. Reimbursement of eligible expenses is only approved when the problem is related to a sanitary sewer backup condition and does not

include reimbursement for improvements to correct storm water drainage problems.

At the end of November 2015, there have been no requests for reimbursement for expenses in accordance with the program. Participation will grow if the City experiences a significant rain event.

Project: Lift Station Maintenance
FY15/16 Budget: \$20,000
FY15/16 Projected: \$20,000

Current and Projected Status



The City currently has 20 sanitary sewer lift stations that are an essential part of the sewer system. Any failure of these pumping stations, even for short periods of time, can result in sewer backups which is a severe problem for the customer.

The City has replacement pumps in stock for each of the lift stations, and if that spare pump in our inventory is placed into service, a replacement or rebuilt pump is purchased. The purchase of these replacement lift station pumps is not a planned expense following a specific set schedule, but a total of \$20,000 is included in FY15/16 for use if and when it is necessary to purchase or repair a pump. Thus far, one pump was purchased for the Westwood Lakes liftstation.

**STATUS
FY15/16
UTILITY CAPACITY EXPANSION – CIP**

EXPENDITURES:

Project:	Land Expansion
FY15/16 Budget:	\$300,000
FY15/16 Projected:	\$300,000

Current and Projected Status

Funds were requested in FY15/16 to purchase some vacant property around the First Street Water Treatment Plant. The property is currently bank owned. In 2015 there was a developer who expressed interest in purchasing the Woodstock Station development and the City had been discussing interest in a portion of the total parcel with them. Interest has waned a little bit over the property, so the City will begin talks with the bank rather than wait around for movement on the parcels of interest. It is hopeful that the City can come to a resolution on this prior to the end of FY15/16.

**STATUS
FY15/16
LIBRARY BUILDING FUND**

The Library Building Fund is used to accumulate resources for the construction of new facilities, expansion of existing facilities and to purchase equipment used in the Library. In 1998, the City's Library Board determined that the existing facility did not provide sufficient space to meet the Library's current and future needs. Therefore, a referendum was included on the ballot to issue bonds for the construction of an addition to the existing Library.

The voters approved the \$3.9 million bond issue in April, 1999. The design phase of the project took place in 1999 and bids were opened in January, 2000. The high bids necessitated both reduction in the size and design of the building, and the issuance of additional Alternate Revenue Bonds in the amount of \$500,000 which were sold in June, 2000. Groundbreaking took place in April, 2000, and the bulk of the project was completed in June, 2001. With the completion of the Library addition, Library Building Fund revenues have been utilized primarily for the repayment of the Alternate Revenue Bonds. Any balance will be retained to finance major maintenance projects, computer acquisitions and development of a reserve for future capital projects.

REVENUES:

Funding for the Library Building Fund is derived from an annual Building Fund Levy that is approved by the Library Board and City Council and subject to statutory "backdoor" referendum provisions. However, the levy has been in place for a number of years and continues to receive community support. In addition to the levy referenced above, revenues are also derived from capital expansion fees, grants, and interest. These dollars are then accumulated within this fund to be used for land, building and maintenance-related items.

Developer donations are projected to come in close to budget at \$40,000. The Library Building Fund is also expected to receive a CDBG grant in the amount of \$65,000 that will be used to repair the Library's roof.

A Transfer of \$15,000 is also expected to be received from the Library Fund to be used to defray the significant amount of capital expenditures being spent this Fiscal Year. These funds are coming from the Rural Woodstock Public Library District, which received its first Per Capita Grant from the State of Illinois. In addition to the transfer, \$5,000 is also expected to be received from the Friends of the Library to help pay for the significant remodeling and renovations being completed.

EXPENDITURES:

Project: Building and Grounds Maintenance/Improvements

FY15/16 Budget: \$85,000

FY15/16 Projected: \$98,000

Current and Projected Status

The purpose of these Capital Improvement Program efforts is to ensure that building maintenance and improvement projects required for the efficient and safe operation of the Woodstock Public Library are prioritized, planned, funded and implemented.

BOILER/PNEUMATIC SYSTEM REPLACEMENT (FY15/16 - \$31,900)



Proposals to replace the boiler have been received from two reputable contractors, with a third proposal due soon. The Library Board considered their alternatives at their December meeting and selected Miller Engineering's proposal at that time. Replacement of the boiler system commenced in early January. The new boiler will be an 85% efficient model, as compared to the 70-75% efficiency of the old boiler (when new).

ROTUNDA METAL ROOF REPAIR/REPLACEMENT (FY15/16 - \$0)

This item has been deferred at this time because the rotunda is not currently exhibiting any leaks. Work on the other roof areas seems to have fixed this issue as well, though no direct work was performed on the rotunda. We will continue to monitor conditions in the rotunda, but for now the project has been removed from the CIP.



RELAMPING (FY15/16 - \$29,700)

The forty large pendant lamps were successfully serviced, with all ballasts replaced and all dead or dying lamps replaced as well. Additionally, the large "spot lights" in the front entryway and the rotunda area were outfitted with LED conversion kits. While the kits were more expensive than simply swapping out the dead and dying lamps in these fixtures, the longevity of the LED lights, combined with the

difficulty of servicing the lamps, made the LED conversion cost-effective over time. The old T12 fluorescents in other areas of the library will be replaced as part of the City's grant-based initiative, if the grant monies are released in a timely fashion.

REGRADE AND REPLACE DAMAGED SIDEWALKS (FY15/16 - \$29,500)



The sidewalk and entry area between the parking lot and library front entrance was demolished and rebuilt, greatly minimizing the concrete footprint of the front entry, while properly re-grading the area and adding a new bench. Demolition work was completed by the Department of Public Works, but the new concrete, asphalt patching and brick installation

were completed by local contractors. \$8,000 of the total cost of the project was covered by grant monies from the McHenry County Community Foundation.

WINDOW SHADES (FY15/16 - \$6,900)



Both the southern expanse of the Library and its rotunda area receive significant direct sunlight exposure throughout the year. This exposure is damaging materials in those areas and the sunlight is also often so intense as to be uncomfortable for patron use. Fabric shades will be installed in February to greatly reduce the sun infiltration and subsequent damage. The shades will be retractable and will block 95% of the sun's rays when down. Monies received from the Margaret Marchi estate

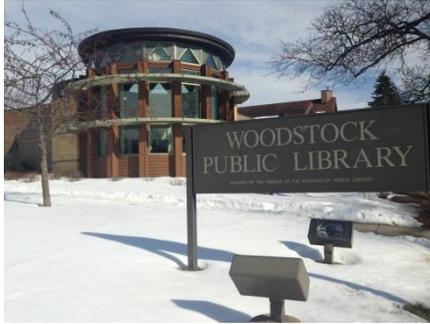
will be utilized to defray the costs of the shades and their installation.

Project: Library Alternate Revenue Bond Payment

FY15/16 Budget: \$46,300

FY15/16 Projected: \$46,300

Current and Projected Status



The funds requested are for the debt service payment of the \$500,000 alternate revenue source bonds issued to provide additional financing for the library addition completed in FY01/02.

The City and Library Board have pledged the property tax and developer donations received by this fund for the repayment of these bonds. The debt service schedule for the repayment of the 2000 Series D

Alternate Revenue Bonds is as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
15/16	\$40,000	\$6,080	\$46,080
16/17	40,000	5,130	45,130
17/18	40,000	4,030	44,030
18/19	40,000	2,830	42,830
19/20	<u>40,000</u>	<u>1,530</u>	<u>41,530</u>
Totals	\$200,000	\$19,600	\$219,600

Project: Library Furniture and Equipment

FY15/16 Budget: \$25,000

FY15/16 Projected: \$25,000

Current and Projected Status



Computer & Network Hardware (\$25,000)

The Library replaced fifteen computer stations in 2015, with four more to be replaced in early 2016. These computers are part of our five-year computer rotation/replacement plan. In addition, a new network switch was purchased to accommodate network upgrades and the anticipated arrival of fiber optic cable in early 2016. While the exact costs for all of the upgrades and new hardware will not be known until 2016, it appears that this request may come in under the original budget projection of \$25,000.

**STATUS
FY15/16
TAX INCREMENT FINANCING FUND CIP**

Similar to the Environmental Management Fund and the Utility Fund, the Tax Increment Financing (TIF) Fund separately accounts for the revenues generated by the City's TIF District and monitors the expenditures to insure compliance with the appropriate restrictions outlined by the State's TIF legislation. By action of the City Council, the City's downtown TIF District was established in April of 1997. Tax Increment Financing is an economic development tool that provides assistance for local governments in attracting private development and new businesses.

In 2002, the City Council approved the issuance of \$2,575,000 in Alternate Revenue Bonds for the construction of infrastructure on the Die Cast site, refinancing and consolidation of existing TIF loans, and the purchase of the White House tavern. The City pledged the use of the TIF Fund's property tax increment for the repayment of the bonds. Infrastructure construction commenced in 2003 and was completed in late 2004. This work included the extension of Newell Street east of Clay Street, the extension of North Street east of Clay Street, the realignment of Wheeler Street, and the installation of public utilities on the site. Most significantly, the City approved a development agreement with a private developer for the phased transfer of the site and concurrent development of approximately 42 row homes, 197 condominiums and 60,000 square feet of commercial/office space. The Woodstock Station project's first structure was completed and occupied in 2007.

The City agreed to provide a per residential unit incentive to the developer to offset extraordinary costs of development and to ensure that the quality of the project is compatible with the adjacent downtown historic district. However, with the downturn in the housing industry, the Woodstock Station developer filed for bankruptcy and the project stalled.

In 2010, the City completed an advance refunding of the 2002 Alternate Revenue Bonds. The remaining balance of \$1,685,000 was refunded and will now be repaid with funds on hand and reported in escrow and the City will be responsible for the repayment of the 2010 Alternate Revenue Bonds. By reducing future debt service payments, the advanced refunding resulted in generating over \$29,700 in net present value savings.

REVENUES:

Funding for the Tax Increment Financing Fund is derived from the collection of property taxes that are generated by the tax increment for the downtown district. Tax increments typically include the change in assessed values that result from new construction, remodeling, expansion and over time price escalation for the defined area. These dollars are captured by the TIF district and are restricted for projects that impact the property located within the district's boundaries. In addition, the City Council must consider the TIF districts limited lifespan (four years remaining) when reviewing financing options for projects within the TIF. At the expiration of the TIF district, property taxes currently collected by the TIF district will shift back to the other taxing districts.

The use of TIF property taxes to assist with private development not only provides the revitalization, which is the goal of the TIF, but also, in turn, generates additional property taxes that can then be used to finance additional improvements or other public projects.

Assistance to private development is also limited by the dollars currently held within the TIF Fund and the Fund’s potential borrowing capacity that is determined predominately on collections received in previous years and actual growth in this revenue source. A table has been provided below that outlines the property tax collections for the last seventeen years and provides an estimate for the current year’s collections:

Fiscal Year	Property Tax Budget	Property Tax Collections	% Increase
FY99/00	\$130,000	\$118,322	49.2%
FY00/01	130,000	131,969	11.5%
FY01/02	140,000	164,366	24.5%
FY02/03	185,000	229,246	39.5%
FY03/04	240,000	279,056	21.7%
FY04/05	329,000	329,090	17.9%
FY05/06	364,000	370,008	12.4%
FY06/07	420,000	452,371	22.2%
FY07/08	500,000	546,980	20.9%
FY08/09	600,000	624,231	14.1%
FY09/10	675,000	754,503	20.9%
FY10/11	760,000	774,378	2.6%
FY11/12	790,000	770,047	(0.6%)
FY12/13	725,000	604,500	(21.5%)
FY13/14	525,000	627,200	3.7%
FY14/15	630,000	602,700	(3.9%)
FY15/16*	619,500	611,200	1.4%
* Projected			

As indicated in the table presented above, over the first twelve years, the City has seen the TIF property tax collections increase at a rapid pace. This property tax growth supports the theory for TIF financing and demonstrates the City Administration’s ability to properly manage a successful TIF district. Over this timeframe, the City had experienced an average annual increase of 23.1% in property taxes, with the largest increase occurring in FY99/00 of 49.2% and the smallest increase occurring in FY10/11 due to the significant decline in property values impacting the equalized assessed values reported within the TIF district. The TIF property taxes declined for the first time in the history of this fund in FY11/12. The reduction in property tax revenues is in direct correlation to the universal reduction in equalized assessed values being reported within the TIF district. Further reductions in property tax revenues occurred in FY12/13 (i.e., (\$165,547) or (21.5%)). In FY14/15 the City saw another decline that wiped out the gain that had been experienced in FY13/14 and in FY15/16 there is expected to be a small increase of 1.4%.

All other revenue sources are failing to meet budget projections for such reasons as grants not being awarded to the City along with City-owned buildings being vacant and not rented out.

EXPENDITURES:

Project: Façade Improvement Program
FY15/16 Budget: \$66,000
FY15/16 Projected: \$58,700

Current and Projected Status



For the first time since the program began, an application deadline was established to allow for better project coordination and evaluation. This process yielded seven applications—three of which were determined to be ineligible for funding, based on the scope of work. Four projects were funded and completed in FY15/16. In addition, one project was carried over from FY14/15 and coordinated with an FY15/16 project.

100-108 N. Benton—storefront renovations on Benton St. side and restoration of original ground floor window openings on E. Jackson St. side.

112-114 Cass Street—installation of new second-story windows on both Cass and Main Street facades. Cass Street window installation was coordinated with the restoration of transom windows, which was carried over from FY14/15.

110 S. Johnson Street—removal and reinstallation of awnings to allow replacement of the deteriorated wood behind the awnings.

230 Washington Street—construction of new entry feature and installation of new shingles on front mansard.



Project: Streetscape Improvements
FY15/16 Budget: \$50,000
FY15/16 Projected: \$20,000

Current and Projected Status



In FY15/16, the City received an Illinois Clean Energy Community Foundation grant in the amount of \$10,000 for energy efficient upgrades to lighting systems located along Main Street in the Historic Downtown District. One requirement of this grant is that the City is obligated to pay 50% of the cost of the lamp fixture upgrades. The City is evaluating the various type(s) of LED retrofit fixtures available and anticipates eventually replacing each of the existing lighting fixtures in the downtown District with LED fixtures as part of a multiyear plan. The City will be replacing 24 fixtures on the eight light poles on Main Street before the end of FY15/16 at an

anticipated cost of \$20,000. The City will be reimbursed by the Illinois Clean Energy Community Foundation for \$10,000 once the fixtures have been installed.

Project: Downtown Brick Replacement
FY15/16 Budget: \$20,000
FY15/16 Projected: \$22,300

Current and Projected Status



One of the unique characteristics of the historic downtown Square is the brick streets. This type of surface brings on the challenge of having to maintain the surface in a manner which is safe for motorists and pedestrians year round. Each year, countless bricks must be adjusted or replaced because they have cracked, heaved, sunk, or shattered due to the constant stresses brought on them from cars, trucks, snowplows, and freeze/thaw cycles.

In FY15/16, the focus of brick replacement was on Main Street and Benton Street. Consistent with previous years, the City hired a contractor to remove and replace damaged and deteriorated bricks at a cost of \$19,968.

An additional \$2,277 was charged to this line item associated with the removal and reinstallation of a brick patio that was torn up in front of the old courthouse to install a drain line connecting the gutter downspouts to the City's storm sewer at the SW corner of Cass & Johnson.

Project: TIF Sidewalk Maintenance and Replacement
FY15/16 Budget: \$ 10,000
FY15/16 Projected: \$ 10,000

Current and Projected Status



Much of the visual appeal of the Woodstock Square is due to the City of Woodstock’s focus on ensuring that the brick streets, Park in the Square, sidewalks, Woodstock Opera House, and Woodstock City Hall are maintained at high standards. Most visitors arriving to the Square will find a place to park and walk to their destination. Since pedestrian use is encouraged and often a necessity, it is important that regular maintenance, repair, and replacement of existing sidewalks is performed to create a safe environment for pedestrians. Funds in this line item paid for sidewalk improvements within the TIF District to eliminate trip hazards, protect the existing infrastructure, and improve the appearance and quality of the TIF District. Work in FY15/16 was focused on Benton, Judd and Main St. around the Square. In all, 610 square feet of sidewalk was removed and replaced in FY15/16. This sidewalk improvement program using TIF revenue as a funding mechanism began in FY10/11.

Project: Old Courthouse Renovations
FY15/16 Budget: \$250,000
FY15/16 Projected: \$250,000

Current and Projected Status

The stair replacement project for both the Old Courthouse and Sheriff’s House is completed. Window restoration and replacement in the Sheriff’s House and Jail started in Fall, 2015 and is expected to be completed before the end of this fiscal year. The completion of the Sheriff’s House window project will help to further protect the interior of the building from the elements and minimize future damage. The project should also significantly reduce heat loss in the winter.



There were some unforeseen maintenance items that arose over the course of the fiscal year and these included replacement of a collapsed drain pipe in the ceiling of the bar area in the Public House Restaurant, and the boarding up of a window in the Sheriff’s House, which was needed when a pane of glass fell from a second-floor window and shattered on the stairs below.

Project: Street & Parking Lot Maintenance
FY15/16 Budget: \$ 100,000
FY15/16 Projected: \$ 100,000

Current and Projected Status



Geske and Sons, Inc. was awarded the contract to complete this year’s street maintenance and resurfacing program. After inspecting the publicly-owned parking lots within the City, staff felt it would be more beneficial and cost effective to resurface two heavily trafficked streets within the TIF District that were rated “poor” and “failed” in our Pavement Management Report. The contractor removed the bituminous surface course, made binder and base course repairs, adjusted the height of the manholes, removed and replaced damaged sections of curb and gutter and sidewalk, and then installed a new bituminous surface course. A section of new curb and gutter was installed at the intersection of Madison and South Street that was without curb for over 60 years. The damaged sidewalk was removed and replaced and topsoil and seed was installed in the parkway where it had never previously existed. The following streets in the TIF District were completed during this year’s program.

Calhoun Street between Jefferson Street and Madison Street.
 Madison Street between Calhoun Street and South Street.

Project: Replacement of Perimeter Lighting System
FY15/16 Budget: \$170,000
FY15/16 Projected: \$170,000

Current and Projected Status



The purpose of this project is to upgrade and expand the permanent lighting system, which illuminates and defines the rooflines of buildings fronting on the downtown Square and Main Street. Each year, these lights enhance the appeal and winter beauty of the Square from Thanksgiving through Groundhog Day and provide a popular attraction to the downtown business district during an important tourism and shopping season.

Project: Pedestrian Amenities
FY15/16 Budget: \$5,000
FY15/16 Projected: \$9,800

Current and Projected Status

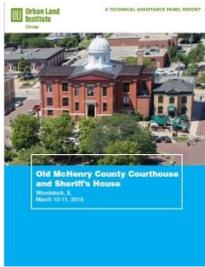


Funds from this account were used to pay for the following items in the TIF District in FY15/16:

- At the request of the owners of the movie theatre, an additional garbage can and two planter boxes were purchased and installed where the pedway intersects with Main Street.
- Center rails were purchased and installed on all park benches in the Park-in-the-Square and in Sesquicentennial Park.
- Garbage receptacle liners were purchased to replace those that are cracked allowing liquids to flow through and onto the sidewalk.

Project: Old Courthouse ULI/TAP Study
FY15/16 Budget: \$20,000
FY15/16 Projected: \$ 0

Current and Projected Status



The McHenry County Community Foundation provided a \$20,000 grant to fund the Urban Land Institute's (ULI) Technical Assistance Panel (TAP) project. The ULI conducted a two day TAP on March 10-11, 2015 to formulate recommendations regarding the best approach to future restoration, ownership and use of the Old McHenry County Courthouse and Sheriff's House. The Panel presented their recommendations at a public meeting at the Woodstock Opera House on April 22, 2015.

To find the best available long-term use for the property, the TAP recommended a four step approach that "allows the City of Woodstock to address the immediate needs for the buildings and bring in crucial advisors and partners to identify the uses that best meet the needs of the community."

- Step 1. Issue a new RFP limited to stabilization of the building with work to be completed within eight months. Restoration work during this time period should be use independent.
- Step 2. Form an Advisory Board and Create a Common Vision - The Advisory Board would be charged with facilitating collaboration with various stakeholders and defining a common vision.
- Step 3. Transition Ownership To A Nonprofit Organization; and

- Step 4. The nonprofit will be responsible for finding the right end-user(s), securing funding, maintaining the building, selecting a design team, and managing the building long term.

On December 1, 2015, appointments to the newly created Old Courthouse and Sheriff’s House Advisory Commission were confirmed by the City Council. This Commission will start meeting in 2016.

Work for this project was completed and paid in FY14/15 not in FY15/16, which results in no spending projected for the current fiscal year.

Project: Business Incentives, TIF Assistance for Centreville Winery
FY15/16 Budget: \$70,000
FY15/16 Projected: \$ 0

Current and Projected Status



In December of 2014, the City Council agreed to provide Tax Increment Financing (TIF) assistance in the amount of \$70,000 to Judd Street Properties, LLC (Centreville Winery). The TIF monies would assist with the costs necessary to make required life safety and handicapped accessibility improvements to the building at 200 E. Judd Street, and allow the applicant to open the Centreville Winery, consisting of a wine production facility, tasting room and retail sales area.

Unfortunately, Judd Street Properties LLC was unable to secure a Small Business Association Loan for the project and notified City Officials that the project would not be moving forward.

Project: Mural
FY15/16 Budget: \$10,000
FY15/16 Projected: \$ 0

Current and Projected Status



The intent of this project is to fund the construction for the application of a mural on the wall of a building that is constructed the full length of the northern edge of the pedway. It was stated in the budget that if the City was not successful in securing a grant for this project in FY15/16, it would be put on hold until some assistance with funding can be obtained. No funding other than the budgeted amount was secured in FY15/16 for this project which could cost as much as \$50,000. The City will

continue to look for ways to fund this pedway enhancement in future budget cycles.

Project: Tax Increment Financing (TIF) Bond Payments
FY14/15 Budget: \$193,800
FY14/15 Projected: \$193,800

Current and Projected Status



This debt is used to pay the 2002E and 2002G Alternate Revenue Bonds, which refunded the 2002E and 2002G Alternate Revenue Bonds.

The City originally issued the 2002E and 2002G Alternate Revenue Bonds for the purpose of refinancing the outstanding debt for the purchase of the properties at 421 and 425 Clay St. and the purchase of the property at 409 Clay St. In addition, funds were used to improve public infrastructure as part of the Die Cast (Woodstock Station) redevelopment project.

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
GENERAL FUND
CIP REVENUES**

Description	Budget	FY15/16 Projected Amount	+(-)
Beginning Fund Balance	\$ 2,193,200	\$ 2,463,200	\$ 270,000
Revenues:			
<u>Fees:</u>			
Telecommunications Tax	\$ 630,000	\$ 635,000	\$ 5,000
Capital Expansion Fees – Police	75,000	75,000	0
Capital Expansion Fees – Streets	30,000	35,000	5,000
SUB-TOTAL – Fees	\$ 735,000	\$ 745,000	\$ 10,000
<u>Received From Other Governments:</u>			
Safe Route to School Grant	\$ 19,400	\$ 19,400	-
Miscellaneous Improvement Grant	567,300	143,800	(423,500)
SUB-TOTAL – Received From Other Govts.	\$ 586,700	\$ 163,200	\$ (423,500)
<u>Other Revenues:</u>			
Miscellaneous Revenue	\$ -	\$ 15,300	\$ 15,300
Interest Income	7,800	13,000	5,200
Settlement	367,000	392,400	25,400
SUB-TOTAL – Other Revenues	\$ 374,800	\$ 420,700	\$ 45,900
<u>Transfers From/(To) Other Funds:</u>			
Transfer from General Fund	\$ 821,000	\$ 821,000	-
Transfer to Debt Service Fund -Streets	(68,300)	(68,300)	-
Transfer to Debt Service Fund -Police	(341,700)	(341,700)	-
Transfer to Debt Service Fund -Parks	(136,700)	(136,700)	-
SUB-TOTAL – Transfers	\$ 274,300	\$ 274,300	-
Total Revenues	\$ 1,970,800	\$ 1,603,200	\$ (367,600)
Total Available Budgetary Resources			
	\$ 4,164,000	\$ 4,066,400	\$ (97,600)

(Includes Beginning Fund Balance and Total Revenues)

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
GENERAL FUND
CIP EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Expenditures:			
<u>General Administration:</u>			
Finance-Accounting Program	\$ 28,000	\$ 38,000	\$ 10,000
Printer/Scanner/Copier	10,000	13,100	3,100
Computer Network	15,000	15,000	-
Fiber Network	330,000	395,000	65,000
SUB-TOTAL	\$ 383,000	\$ 461,100	\$ 78,100
– General Administration			
<u>Public Facilities:</u>			
Opera House	\$ 45,000	\$ 5,000	\$ (40,000)
City Hall Improvements	70,100	90,400	20,300
Existing Public Works Building	60,000	32,000	(28,000)
SUB-TOTAL – Public Facilities	\$ 175,100	\$ 127,400	\$ (47,700)
<u>Public Safety:</u>			
Vehicle Equipment	\$ 74,000	\$ 74,000	-
Radio Communications Upgrade	18,000	18,000	-
Vehicle Equipment	7,200	7,200	-
SUB-TOTAL – Public Safety	\$ 99,200	\$ 99,200	\$ -
<u>Parks:</u>			
Peace Park	\$ 20,000	\$ 20,000	-
D200 Renaissance	100,000	-	(100,000)
Emricson Lighting & Fence Impr	178,000	274,500	96,500
Donato Conservation-Pathway	20,000	20,000	-
Ryder's Woods	20,000	13,000	(7,000)
SUBTOTAL – Parks	\$ 338,000	\$ 327,500	\$ (10,500)

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
GENERAL FUND
CIP EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Expenditures: (Continued)			
<u>Motor Pool:</u>			
Parks-Equipment Replacement	\$ 35,000	\$ 33,600	\$ (1,400)
Streets-Equipment Replacement	24,000	-	(24,000)
Streets – Dump Truck Replacement	150,000	159,400	9,400
SUB-TOTAL – Motor Pool	\$ 209,000	\$ 193,000	\$ (16,000)
<u>Streets/Sidewalks/Signals:</u>			
Street Resurface	\$ 992,000	\$ 992,000	-
Street Maint Evaluation & Ranking	-	11,000	11,000
Safe Routes to Schools	35,000	38,200	3,200
Bike Path Extension	25,000	25,400	400
SUB-TOTAL – Streets/Sidewalks/Signals	\$ 1,052,000	\$ 1,066,600	\$ 14,600
<u>Stormwater Management:</u>			
Storm Sewer Improvements	\$ 525,000	\$ 300,000	\$ (225,000)
I&I Improvements	40,000	40,000	-
SUB-TOTAL – Stormwater Management	\$ 565,000	\$ 340,000	\$ (225,000)
Total General Fund CIP Expenditures	\$ 2,821,300	\$ 2,614,800	\$ (206,500)
# of Projects	23	22	(1)
Net Increase (Decrease)	\$ (850,500)	\$ (1,011,600)	\$ (161,100)
Ending Fund Balance	\$ 1,342,700	\$ 1,451,600	\$ 108,900

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
ENVIRONMENTAL MANAGEMENT FUND
CIP REVENUES & EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Revenues:			
Property Taxes	\$ 540,000	\$ 538,100	\$ (1,900)
Interest Income	2,500	2,000	(500)
Transfer (To) Debt Service Fund	(198,100)	(198,100)	-
Total Revenues	\$ 344,400	\$ 342,000	\$ (2,400)
Expenditures:			
Alternative Fuel Upgrades	\$ 10,000	\$ 7,000	\$ (3,000)
Leaf Machine	70,000	64,800	(5,200)
Total Expenditures	\$ 80,000	\$ 71,800	\$ (8,200)
# of Projects	2	2	-

Notes:

It should be noted that additional expenditures are incurred in the Environmental Management Fund for Alternate Ice Control, Improvements to Nature Areas and the Landfill; however, these are accounted for in the operating budget due to accounting and auditor requirements.

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
UTILITY FUND
CIP REVENUES & EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Beginning Fund Balance			
Utility Fund	\$ 161,300	\$ 105,600	\$ (55,700)
Utility Capacity Fund (Restricted)	2,792,800	3,031,300	238,500
Total Fund Balance	\$ 2,954,100	\$ 3,136,900	\$ 182,800
Revenues:			
Connection Fees	\$ 650,000	\$ 650,000	\$ -
Interest Income	23,000	28,400	5,400
Total Revenues	\$ 673,000	\$ 678,400	\$ 5,400
Total Available Budgetary Resources	\$ 3,627,100	\$ 3,815,300	\$ 188,200
(Includes Beginning Fund Balance and Total Revenues)(Utility Fund Excludes Capital Assets)			
Expenditures:			
Utility:			
DPW Facility Expansion & Maint	\$ 30,000	\$ 15,800	\$ (14,200)
Water Tower Maintenance	10,000	8,800	(1,200)
Well Maint. & Improvements	70,000	52,000	(18,000)
Water Main Replacement	15,000	14,500	(500)
Water Treatment Plant Maint.	55,000	55,000	-
Wastewater Treatment Maint.	26,000	47,700	21,700
Water Meter Replacement	150,000	100,000	(50,000)
Lighting Upgrades	41,300	37,600	(3,700)
Motor Pool	20,000	1,000	(19,000)
I-I Improvements	15,000	5,000	(10,000)
Lift Station Maint.&Improvements	20,000	20,000	-
SUB-TOTAL – Utility Fund	\$ 452,300	\$ 357,400	\$ (94,900)
# of Projects	11	11	-
Utility Capacity Expansion:			
Land Expansion	\$ 300,000	\$ 300,000	\$ -
SUB-TOTAL – Utility Capacity Exp	\$ 300,000	\$ 300,000	\$ -
# of Projects	1	1	-
Total Utility Fund Expenditures	\$ 752,300	\$ 657,400	\$ (94,900)
Total # of Projects	12	12	-
Net Increase (Decrease)	\$ (79,300)	\$ 21,000	\$ 100,300
Ending Fund Balance	\$ 2,874,800	\$ 3,157,900	\$ 283,100

**CITY OF WOODSTOCK
 FY15/16 STATUS SUMMARY
 LIBRARY BUILDING FUND
 CIP REVENUES & EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Revenues:			
Property Taxes	\$ 37,000	\$ 36,900	\$ (100)
Developer Donations	65,000	55,000	(10,000)
Grant Proceeds	45,000	19,600	(25,400)
Interest Income	1,800	1,200	(600)
Transfer from Library Fund	75,000	75,000	-
Total Revenues	\$ 223,800	\$ 187,700	\$ (36,100)
Expenditures:			
Building Construction	\$ 85,000	\$ 98,000	\$ 13,000
Library Bond Payment	46,300	46,300	-
Furniture & Equipment	25,000	25,000	-
Total Expenditures	\$ 156,300	\$ 169,300	\$ 13,000
# of Projects	3	3	-

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
TAX INCREMENT FINANCING FUND
CIP REVENUES & EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)
Beginning Fund Balance	\$ 5,500	\$ (11,800)	\$ (17,300)
Revenues:			
Property Taxes	\$ 619,500	\$ 611,200	\$ (8,300)
TIF Rent	25,200	15,600	(9,600)
Courthouse Donations	17,400	15,000	(2,400)
Grant	63,000	-	(63,000)
Interest Income	3,500	1,000	(2,500)
Total Revenues	\$ 728,600	\$ 642,800	\$ (85,800)
Total Available Budgetary Resources	\$ 734,100	\$ 631,000	\$ (103,100)
(Includes Beginning Fund Balance and Total Revenues)			
Expenditures:			
Façade Improvement	\$ 66,000	\$ 58,700	\$ (7,300)
Streetscape Improvements	50,000	20,000	(30,000)
Downtown Brick Replacement	20,000	22,300	2,300
Sidewalk Maint. & Replacement	10,000	10,000	-
Old Courthouse & Sheriff's House	250,000	250,000	-
Street & Parking Lot Maint	100,000	100,000	-
Perimeter Street Lighting	170,000	170,000	-
Pedestrian Amentities	5,000	9,800	4,800
Old Courthouse Study	20,000	-	(20,000)
Business Incentives	70,000	-	(70,000)
Mural	10,000	-	(10,000)
TIF Bond Payment	193,800	193,800	-
Total Expenditures	\$ 964,800	\$ 834,600	\$ (130,200)
# of Projects	12	9	(3)
Net Increase (Decrease)	\$ (236,200)	\$ (191,800)	\$ 44,400
Ending Fund Balance	\$ (230,700)	\$ (203,600)	\$ 27,100

**CITY OF WOODSTOCK
FY15/16 STATUS SUMMARY
ALL FUNDS
CIP EXPENDITURES**

Description	Budget	FY15/16 Projected Amount	+(-)	# of Budgeted Projects	# of Actual Projects
<u>General Corporate CIP Fund:</u>					
General Administration	\$ 383,000	\$ 461,100	\$ 78,100	4	4
Public Facilities	175,100	127,400	(47,700)	3	3
Public Safety	99,200	99,200	-	3	3
Parks	338,000	327,500	(10,500)	5	4
Motor Pool	209,000	193,000	(16,000)	3	2
Streets/Sidewalks/Signals	1,052,000	1,066,600	14,600	3	4
Storm Water Management	565,000	340,000	(225,000)	2	2
SUB-TOTAL – General Fund	\$ 2,821,300	\$ 2,614,800	\$ (206,500)	23	22
<u>Environmental Management Fund:</u>					
	\$ 80,000	\$ 71,800	\$ (8,200)	2	2
<u>Utility Fund:</u>					
Utility	\$ 452,300	\$ 357,400	\$ (94,900)	11	11
Utility Capacity Expansion	300,000	300,000	-	1	1
SUB-TOTAL – Utility Fund	\$ 752,300	\$ 657,400	\$ (94,900)	12	12
<u>Library Building Fund:</u>					
	\$ 156,300	\$ 169,300	\$ 13,000	3	3
<u>Tax Increment Financing Fund:</u>					
	\$ 964,800	\$ 834,600	\$ (130,200)	12	9
TOTAL ALL FUNDS – CIP EXPENDITURES:	\$ 4,774,700	\$ 4,347,900	(426,800)	52	48

CHAPTER THREE
SUMMARY & OVERVIEW
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

**CITY OF WOODSTOCK
CAPITAL BUDGET YEAR FY15/16 &
5-YEAR CAPITAL IMPROVEMENT PROGRAM
FY16/17 THROUGH FY20/21
SUMMARY & OVERVIEW**

INTRODUCTION

The dynamics of the City are no more evident than in the variety of projects contained in the Capital Improvement Program. This Chapter is intended to provide a “big picture” summary and overview of the major projects comprising the 5-Year CIP. This will be accomplished by providing a comparison of the FY15/16 5-Year CIP and proposed FY16/17 5-Year CIP and, further, a discussion regarding the goals of the City and the interdependence and relationship between the various projects competing for funding that have been identified in the 5-Year CIP. This summary/overview will highlight the importance of a balanced Capital Improvement Program and the need to ensure that the needs of the community are identified, considered and addressed to the extent possible with the funds available. Throughout this discussion, tables and/or charts will be utilized to assist in identifying FY16/17 – FY20/21 proposed project expenditures and for comparison purposes with previous CIP budgets.

Subsequent chapters of this document are arranged by fund and contain a narrative overview of each fund, tables and charts which identify and compare proposed expenditures throughout the 5-year planning period, and detailed descriptions, arranged by priority, for each project proposed in the 5-year planning period.

Prior to delving into the 5-Year CIP overview it is important to present a summary of how the projects are prioritized and a word about alternate funding sources which are referenced throughout the project descriptions.

PRIORITIZATION OF PROJECTS

All projects submitted for inclusion in the 5-Year CIP are reviewed by the City Manager, Finance Director and respective Department Director, and prioritized according to their perceived economic and operational necessity in relation to the anticipated community-wide benefits to be gained. Priorities are established using the following classification system:

Priority A - URGENT

Projects which cannot reasonably be postponed. These may be to complete an essential or partially-finished project, or to maintain a minimum level of service in a presently-established City program. In addition, certain projects are required to facilitate the City’s ability to achieve compliance with new regulations and laws. Also, any project needed to address an emergency situation.

Priority B - NECESSARY

Projects which should be implemented within a few years to respond to anticipated needs of current City services, or replacement of unsafe or unsatisfactory facility(ies).

Priority C - DESIRABLE

Projects needed for the proper expansion of a City service or facility, the exact timing of which can be deferred until adequate funding sources can be secured.

Priority D - DEFERRABLE

Projects which would be needed for ideal operation, but which cannot yet be recommended for action. These can be postponed without detriment to present services.

Projects that are ranked within the same classification can be distinguished further based on public health and safety considerations, breadth of service area, and/or the availability of matching funds from other sources. When determining the appropriate project funding levels throughout the 5-year program period, one or more of the following options were exercised:

- Recommend funding the project in the year and the amount requested by the Department Director;
- Recommend partial funding of the project in the year requested;
- Recommend delaying funding of the project to another fiscal year;
- Recommend setting aside a portion of the requested money each year to save enough to fund the project in a future year; or
- Recommend that the project not be funded at all.

The project classifications serve as a guide in preparing the annual City budget and can assist the City Council in arriving at the project funding decisions.

ALTERNATE FUNDING SOURCES

Based on the fact that funding for many of the projects presented in the Capital Budget Year and 5-Year CIP are dependent upon funding sources other than those which are derived from property, sales and income taxes, or user fees, the City must continue to evaluate and utilize one or a combination of the funding alternatives described below in financing the myriad of CIP projects contained within the 5-Year CIP:

Telecommunications Tax: The revenues from this tax are limited by Ordinance to be used exclusively in the CIP. By Ordinance, a portion of these proceeds are to be used annually in sufficient amounts to retire the debt utilized to construct the Police Station. The remainder of the

Telecommunications Tax revenue is required to support the balance of the General Corporate Fund - CIP, and it is recommended that no further financial obligations be assigned to this revenue stream that would deplete its annual contribution to the CIP.

General Obligation (G.O.) Bonds: Through this method, the taxing power of the City is pledged to pay the principal and interest to retire the outstanding debt. G.O. Bonds, as they are commonly referred, require voter approval. Large, community-wide projects should be considered for funding in this manner. Other uses of G.O. Bonds for future consideration may be to finance some of the road construction, resurfacing, and expansion, and/or storm water projects. Voter sentiment presently does not support the passage of G.O. Bonds. This is especially true in Woodstock if you look at the potential number of G.O. issues that could be presented for voter approval that could all potentially be included on a single tax bill – City, County, District 200, Public Library, Woodstock Fire/Rescue District, McHenry County College District 528, and the McHenry County Conservation District. For this reason, it is strongly recommended that the City Council, PRIOR to approving to put any G.O. Bond issue on the ballot, FIRST conduct a professionally-administered, detailed survey to determine if enough support exists in the community to pass the issue, BEFORE spending tax dollars to place it on the ballot.

Revenue Bonds: These are primarily used to fund water and sewer system improvements since, as the name implies, these bonds are reimbursed from system-generated revenues, as distinct from tax dollars. In addition, however, currently, two park projects – Davis Road Sports Complex and Merryman Fields - are being financed through Alternate Revenue Bonds. Two completed roadway projects – Lake Avenue Improvements and McConnell Road Realignment – were also financed via Alternate Revenue Bonds. Voter approval is not required for this type of bond issue. Instead, adequate revenues must be demonstrated to be available from identified sources, for the life of the bond, to amortize the debt.

The Utility Fund - CIP is the primary beneficiary of Revenue Bonds, as distinct from Alternate Revenue Bonds. To assist in planning for this fund, which has by far the largest value of fixed assets within the City, capacity and expansion projects are considered separately and may need to be financed through a combination of Revenue Bonds and CEF revenue.

Lease/Purchase: This is a method whereby a needed facility or expansion of an existing facility is purchased and/or constructed by a private interest and the facility is leased back to the municipality at a rate sufficient to pay off the debt (principal and interest). At the end of the lease period the title is conveyed to the municipality without any future payments. This option is extensively used for the acquisition of large, expensive vehicles and pieces of equipment (e.g., street sweeper). It is still necessary to be able to identify and budget sufficient revenue to pay the annual principal and interest.

Special Assessment/Special Service Area: Generally unpopular, Special Assessment and/or Special Service Areas are primarily used for infrastructure and public works projects that benefit particular properties/subdivisions. Examples include water, sewer, storm sewer, road and sidewalk projects. It may become necessary to increase the use of this type of funding for projects as the amount of General Fund revenues remain capped by the state-mandated tax cap.

Too often the City addresses a problem by appropriating taxpayers' dollars to correct the issue when the correction and/or improvement is only of benefit to a limited number of residents. As alluded to above, this type of financing is not popular with the public, and to a lesser extent developers, however, in some cases it is the only option available due to the lack of funds. Again, this form of financing may have to be imposed to complete roadway and storm water projects identified in future years.

Special Districts: In some cases it is in the best interests of the municipality to form special districts with the authority to levy its own taxes, separate from the City. Most often this occurs with the establishment of park districts. Although previous City Councils have rejected further consideration of a Park District, as projects continue to mount and financial resources lag further behind, it is likely that this issue may need to be revisited by future administrations.

State and Federal Grants: Although these have become scarcer in recent years, the City has, historically, been successful at identifying, obtaining, and leveraging grant funding for such projects as utility development, parks and recreation development, road improvements, conservation design, and Brownfields remediation. In most cases grant funds are contingent upon a local match and in some cases this proves to be difficult. As the economy rebounds, the City has committed to a full-time Grant Writer to research, identify, and secure grant funding for identified projects.

**FY16/17 – FY20/21
CAPITAL IMPROVEMENT PROGRAM SUMMARY/OVERVIEW
ALL FUNDS**

**Comparison of FY15/16 5-Year CIP &
FY16/17 Proposed 5-Year CIP
Ranked by Total Expenditures**

FY15/16 Rank	FY16/17 Rank	Activity/Fund	# Projects	\$	FY16/17 % of Total	FY15/16 % of Total
1	1	Utility Fund	11	\$16,091,600	30.2%	26.1%
2	2	Streets/Sidewalks/Signals	13	\$10,565,000	19.8%	19.3%
3	3	TIF Fund	11	\$7,658,000	14.4%	14.0%
4	4	Parks	18	\$4,231,300	7.9%	7.9%
5	5	Public Facilities	6	\$4,019,500	7.5%	7.6%
6	6	Public Safety	14	\$2,741,600	5.1%	5.5%
8	7	Utility Capacity Fund	3	\$2,091,100	3.9%	4.2%
10	8	Motor Pool/Equipment	6	\$1,969,000	3.7%	3.3%
7	9	Stormwater Management	6	\$1,240,000	2.3%	5.2%
9	10	Environmental Management	4	\$1,065,100	2.0%	3.5%
12	11	Library Building Fund	3	\$1,019,300	1.9%	1.4%
11	12	General Administration	8	\$698,800	1.3%	2.0%
		TOTALS	103	\$53,390,300	100.0%	100.0%

The 5-Year Capital Improvement Program, as presented, continues to reflect the guiding principles that it be balanced and reflect the needs of a full-service City. In establishing this balance, it is important to identify that this includes the funding of projects which are related to the maintenance and replacement of existing assets – from vehicles and equipment to playground amenities – as well as the evaluation and introduction of new projects, services and facilities to be able to respond to the increasing needs of a growing and diverse population. This balance is not only desirable but, more importantly, necessary if Woodstock is to retain and expand upon the high quality of life which its residents enjoy. Ultimately, the benefit of the CIP is not measured in the number of projects or dollars expended in any single year, but rather is measured cumulatively in achieving the long-range goals of the community.

As proposed and not dissimilar to previous CIP documents, the schedule of projects far exceeds the City’s existing financial resources alone; however, this is not unexpected, unusual or uncommon. Conversely, this is one of the benefits of the CIP. It allows for the annual evaluation, prioritization, and scheduling of projects via a uniform, consistent, and objective process. In addition to recommending projects for funding in the Capital Budget Year, the CIP also identifies and outlines those projects that are recommended to be undertaken in the next five (5) years and, hence, compels the City to begin planning and strategizing these projects from a community-wide perspective in relation to the goals and objectives established for the City, as distinct from the view of a single department and/or operation. Most often, when clear communication and cooperation exists between the public, elected officials, and the administrative organization of the municipal government, the CIP tends to become a planning tool with clear short and long-term capital objectives and goals.

Continuing with the FY16/17 – FY20/21 Capital Improvement Program, the State of Illinois' multi-billion dollar funding deficiencies combined with constrained growth in income tax and sales tax receipts, reductions to overall property taxes to provide limited forms of tax relief and depressed permit/impact fees due to reduced residential, commercial and industrial development has had a drastic impact on the ability of the City of Woodstock to not only implement new projects, but to ensure that existing municipal assets can be maintained and existing debts paid. The City did have a number of positive benefits in FY15/16 with the State approving the first Enterprise Zone in McHenry County and the restructuring of the City's Community and Economic Development Department to provide for two separate Departments (i.e., Building & Zoning, and Economic Development).

A complete and more detailed discussion of projects can be found in Chapters 4 through 8 of this document.

CHAPTER FOUR
GENERAL FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

GENERAL CORPORATE FUND CIP: Policy Recommendations & Goals

Each year that the annual 5-year Capital Improvement Program (CIP) is updated, there are changing priorities and unique considerations that are particular to that capital budget year. However, just as the last five CIPs faced unprecedented financial challenges due to the declining economy, the FY16/17 – FY20/21 Capital Improvement Program continues to face reduced revenues that are typically utilized to support the City’s capital needs. Specifically, the improvement to the performance of the housing market is still generating reduced revenues, which has a direct negative impact on financing CIP projects in Streets, Parks, Library, and the CIP as a whole, and forces the careful consideration and prioritization of projects.

Nevertheless, even though new home permits are stabilizing, the number of permits issued still falls well below normal levels of 100+ experienced in previous years. In reality, the number of new building permits will most likely stay static in 2016. This reality will have multiple effects on the City’s ability to fund new projects in the General Fund CIP. First, existing bond payments for projects within Parks and Streets/Sidewalks/Signals categories of the General Fund CIP, which exceed \$300,000 per year, take precedence over the introduction of new projects. Second, ensuring existing facilities - such as the Woodstock Opera House and City Hall - and public infrastructure (equipment, vehicles, and utility systems) are properly maintained. Third, significant capital projects contained within the 5-year planning period – such as the Department of Public Works (DPW) Facility and Annual Street Resurfacing Program – will require further commitment of General Fund CIP revenues in the future. Finally, as with the development of each year’s 5-Year CIP, new projects are introduced that require a significant commitment of funds which, in turn, limit the overall amount of funds able to be allocated toward the 100+ projects in the 5-Year CIP. Based on this information, the ensuing discussion highlights the major areas within the 5-Year CIP presently under discussion that will need to be factored into the final CIP Program.

- 1. Reduced Revenues** – Reduced revenues from impact fees due to the housing slump will continue to negatively impact and reduce the amount of funds available in FY16/17 and beyond. Although the number and value of General Fund CIP projects continues to grow, revenues to accomplish them are shrinking. Consequently, the prioritization of projects is more critical than ever before. **Therefore, just as in the previous seven fiscal years, a limited number of projects will be able to be funded in FY16/17.**
- 2. Public Facilities** – Included for funding and construction in FY08/09, the development of a new Department of Public Works facility and related improvements (totaling more than \$12,000,000) was delayed due to the decline in the economy and, as such, the City’s ability to meet debt service requirements for this project. After careful review and taking into consideration the availability of CIP funds, the DPW facility project now focuses on the expansion of the existing site and the purchase of adjacent property. In addition, funding for Public Facilities will continue to be for the maintenance/repair of existing facilities, at least two of which (City Hall and the Opera House) require special attention due to their historical significance.

- 3. Parks** – As in the five previous fiscal years, the development of new and/or expanded Parks facilities and the maintenance of existing Parks infrastructure will remain as one of the hardest hit categories in the General Fund CIP. In recent years, the City has used all available park impact fees and Park Development Fund reserves to construct new facilities. Simply, this is no longer possible under the current financial circumstances facing the City of Woodstock. Development stagnation has crippled park impact fees and Park Development Fund reserves are non-existent. As in the prior six fiscal years, and for upcoming FY16/17 as well as the foreseeable future, parks impact fees are insufficient to pay off the outstanding debt for the various Park projects, let alone fund other park projects. **Therefore, it remains the recommendation of the City Administration to refocus the expenditure of all Park Development Fees to pay existing debt service payments with any remainder to provide funding for maintaining what we have and enhancing existing facilities as distinct from developing new parks and/or building new facilities until such time as impact fees increase and the Park Development Fund can again begin to build reserves to finance future projects. Furthermore, the City Administration continues to recommend the encouragement and solicitation of community volunteers to assist in developing and/or maintaining existing Parks capital infrastructure.**
- 4. Motor Pool** – The General Fund CIP serves as the mechanism for the acquisition of vehicles for the Motor Pool. It should be noted that the Annual Police Vehicle Replacement program is intended to be funded through police capital expansion fees and are accounted for within the Public Safety category of the General Fund CIP. The replacement of existing vehicles or purchase of new vehicles to provide service to the expanding community are planned for through a replacement schedule which is developed and maintained by the Department of Public Works. In the face of declining revenues, this schedule was evaluated and revised in FY10/11 to extend the replacement period for vehicles. While this most likely will result in increased maintenance costs, these are not expected to meet or exceed the costs of a more condensed vehicle replacement schedule. Also, the focus will be on the replacement of existing equipment and/or vehicles which have reached the end of the serviceable lifespan as distinct from the acquisition of additional fleet vehicles. As possible, vehicles will continue to be rotated through other municipal departments that may have a less intense use than that of Public Works. For example, Parks Division pickup trucks may be used by Building & Zoning Department Building Inspectors. Furthermore, as it relates to Police vehicles, smaller, more economical patrol vehicles will continue to be purchased until the entire fleet has been converted over.
- 5. Streets** – A combination of existing bond payments (approximately \$140,000 per year), and, most importantly, the dedication of funds to ensure an appropriate Annual Street Resurfacing Program (\$7.5 million over the 5-year planning period) will absorb much of the CIP revenues needed for transportation projects. **Like Parks, this will severely impact the City’s ability to introduce and/or undertake new projects within this category. In addition, long-term planning must continue for Route 47 and the railroad overpass improvements.**

- 6. Stormwater Management** – A relatively new pressure point for the General Fund CIP relates to the continuation of Infiltration and Inflow (I/I) and Flood Reduction Improvements in an attempt to reduce the amount of storm water infiltration that results in the surcharging of the storm sewer and sanitary sewer system and, ultimately, residential flooding. Over the 5-year planning period more than \$1.2 million has been identified for the implementation of projects within this category alone.

In summary, declining revenues due to a halt in new development (specifically residential development), the potential for reduced or delayed state-shared revenues, and existing commitments for completed public projects will continue to put pressure on the General Fund CIP. This must result in a focus towards maintenance of existing assets, rather than the implementation of new projects.

GENERAL ADMINISTRATION: 5-Year Summary Overview

Most often, the General Administration category of the General Fund – CIP includes the fewest number of projects and generally ranks at or near the bottom of the list in terms of proposed CIP expenditures. In addition, General Administration projects usually reflect proposed improvements to internal municipal operations that are not always apparent to the residents or perceived as beneficial to the general public. However, this could not be further from the truth. In fact, as you will see, projects proposed in the FY16/17 Capital Budget Year and throughout the five-year period of the CIP include technological improvements which directly enhance and expand customer service by strengthening the internal processing and administration functions of the City which, in turn, results in improved efficiency, productivity and service to the residents and businesses of Woodstock without the need for significant increases in municipal staffing. Many of these projects rely on implementing the latest in technology, which will increase communication between residents and the various departments of the municipality.

In summary, the FY16/17 – FY20/21 General Administration Capital Improvement Program, as proposed includes eight (8) projects totaling \$698,800 over the five-year planning period. The FY16/17 General Administration Capital Budget Year includes five (5) proposed projects totaling \$130,000. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP Planning period. This is followed by graphic tables and charts identifying proposed funding levels. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

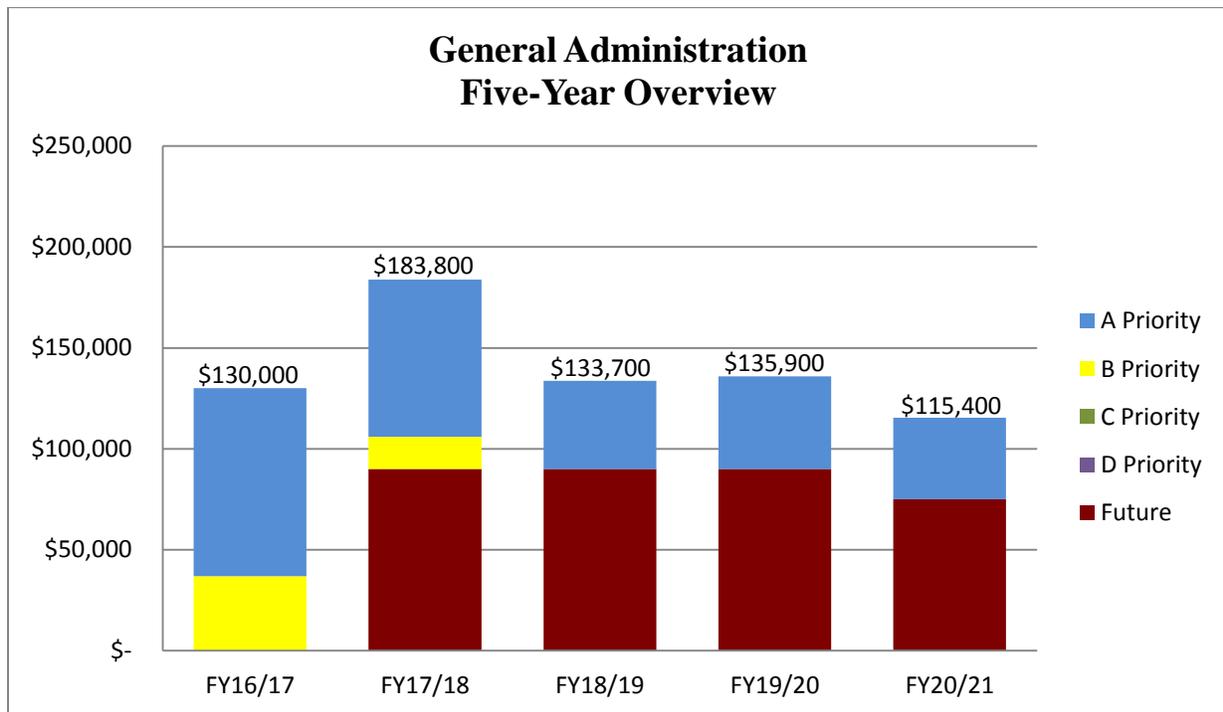
In some cases the Capital Improvement Program is utilized to ensure that the efficiency of municipal operations remains at an appropriate level to continue to meet the needs of residents. In FY16/17 this is true in the recommendation of all five of the projects for the capital budget year. These include the City's contribution toward the final installation of the Route 14 segment of the **Fiber Network** with other partner agencies including McHenry County, MCETSB, District 200 and McHenry County College, development of a **Square Wireless** program benefiting visitors to the downtown, the required payments for the City's new **Financial Software**, ongoing hardware and software purchases for the **Computer Network** replacement program, and the expansion of a **Keyless Entry System**.

FY17/18 – FY20/21 CIP Planning Summary

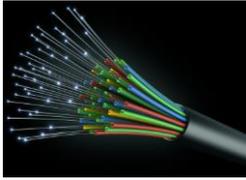
Projects recommended within the 5-year CIP planning period include **GIS Upgrades**, a **Document Archival Management Software** and selection and implementation of a **Customer Relationship Management System**.

GENERAL ADMINISTRATION: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
2	Citywide Network Conversion	A	\$38,000	\$0	\$0	\$0	\$0	\$38,000
3	Financial Software Replacement	A	\$22,400	\$22,400	\$0	\$0	\$0	\$44,800
4	Computer Replacements	A	\$32,600	\$55,400	\$43,700	\$45,900	\$40,400	\$218,000
5	Square Wireless	B	\$25,000	\$0	\$0	\$0	\$0	\$25,000
6	Keyless Entry System	B	\$12,000	\$16,000	\$0	\$0	\$0	\$28,000
7	GIS Upgrades		\$0	\$40,000	\$40,000	\$40,000	\$30,000	\$150,000
8	Customer Relationship Management (CRM)		\$0	\$25,000	\$25,000	\$25,000	\$45,000	\$120,000
9	Document Archival Management Software		\$0	\$25,000	\$25,000	\$25,000	\$0	\$75,000
Totals			\$130,000	\$183,800	\$133,700	\$135,900	\$115,400	\$698,800
# of Projects			5	6	4	4	3	8



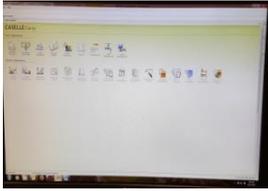
GENERAL ADMINISTRATION: Detailed Project Narratives



Citywide Network Conversion					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$38,000	\$0	\$0	\$0	\$0	\$38,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2017
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>In FY15/16, the City of Woodstock, along with its partners McHenry County, District 200, McHenry County Emergency Telephone Board, and McHenry County College, constructed and implemented a fiber optic network that connected each of the individual entities' facilities.</p> <p>The network installation was divided into two distinct sections. The first section is all of the fiber lines between the Lake Avenue Water Tower to Woodstock North High School, and all locations connecting to the main fiber line along that path. The second section is the remaining section of fiber optic cable that connects the aforementioned section to McHenry County College. This second section allows all the entities to connect to other facilities or internet providers.</p> <p>In FY14/15, McHenry County entered into an Intergovernmental Agreement with the Illinois Department of Transportation to install the conduit in which the fiber cable would be routed to MCC. The original estimate that was quoted to perform this installation was \$70,000 and the entities would give up eight (8) strands of fiber to forgo permitting. In FY15/16, IDOT informed McHenry County that the original quote only accounted for 4,000 feet of conduit, where the distance is actually 19,000 feet. The cost of the additional conduit with installation is an additional \$140,000.</p> <p>In FY16/17, \$38,000 will need to be budgeted to cover the City's percentage cost (26.8%) of the installation of the second section of conduit and fiber.</p>



Financial Software Replacement					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$22,400	\$22,400	\$0	\$0	\$0	\$44,800

Project Purpose, Description and Benefit
 The City upgraded its financial software package in July, 2015. The total cost of the software was \$67,000 to be paid in three (3) equal, annual installments. As such \$22,333 will need to be incorporated within the FY16/17 and FY17/18 Budget requests.



Computer Replacement					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$32,600	\$55,400	\$43,700	\$45,900	\$40,400	\$218,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Computer hardware is constantly evolving over a very short time frame, making a computer purchased today obsolete in less than three years. To make matters worse, software vendors normally support only their most current versions of applications developed within the last two to three years. Although the actual hardware may continue to function properly over a period of 4 to 5 years, the reality is that the computer becomes incapable of effectively running City software over time.

As the productivity and capabilities of new hardware increases dramatically every six months, the City should continue its philosophy of a five-year purchase schedule, replacing a fifth of the City’s computer hardware on an annual basis. In FY15/16, IT staff continued to add additional hardware to support new functions or positions throughout the City as well as purchased upgrades to older computers to support current operating systems.



As previously mentioned, the funding for this account is intended to replace the oldest hardware utilized by the City, as well as maintain the existing hardware and software licenses utilized throughout the departments. The amount proposed for FY16/17 includes the replacement of fifteen (15) existing computers as well as upgraded computer hardware (memory, hard drives, etc.) and productivity software for certain machines that would improve performance. Furthermore, this account allows the City to replace the existing Microsoft Active

Directory and Exchange servers with one (1) new production server that will prevent system failures, and improve overall network and email performance.

The proposed replacement schedule with the associated costs has been provided below:

City of Woodstock							
Capital Improvement Program							
	Existing	Rotated iPads/Machines					
	iPads/ Machines	Year 1	Year 2	Year 3	Year 4	Year 5	
Building & Zoning	13	2	3	2	3	3	
City Council*	6	0	6	0	0	0	
City Clerk	1	1	0	0	0	0	
City Manager*	7	1	3	1	1	1	
Economic Development*	3	0	0	1	2	0	
Finance	7	2	2	1	1	1	
Information Technology*	4	0	0	2	1	1	
Human Resources*	4	0	2	1	1	0	
Opera House	10	2	2	2	2	2	
Public Works**	22	4	5	5	5	3	
Recreation	13	3	2	2	3	3	
Totals *	90	15	25	17	19	14	
* The Department includes a City-issued iPad							
** 4 computers are funded through the Utility Fund each year							
Hardware & Software Replacements:							
iPads Scheduled for Replacement		-	10	0	0	0	
Estimated iPad Cost		\$500	\$500	\$500	\$500	\$500	
Estimated Replacement Costs		\$0	\$5,000	\$0	\$0	\$0	
CPUs Scheduled for Replacement		15	15	17	19	14	
Estimated CPU Cost		\$1,100	\$1,000	\$1,100	\$1,100	\$1,100	
Estimated Cost		\$16,500	\$15,000	\$18,700	\$20,900	\$15,400	
Servers	13	1	3	3	3	3	
Estimated Server Costs		\$7,000	\$5,000	\$5,000	\$5,000	\$5,000	
Estimated Costs		\$7,000	\$15,000	\$15,000	\$15,000	\$15,000	
Hardware Upgrades		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	
Other Software Licenses		\$6,100	\$10,400	\$0	\$0	\$0	
Office Software Licenses		-	20	20	20	20	
Estimated Software Cost		\$350	\$350	\$350	\$350	\$350	
Estimated Costs		\$0	\$7,000	\$7,000	\$7,000	\$7,000	
Total Hardware & Software Replacements		\$32,600	\$55,400	\$43,700	\$45,900	\$40,400	



Square Wireless					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$25,000	\$0	\$0	\$0	\$0	\$25,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2017
Annual Operating Costs: \$5,000

Project Purpose, Description and Benefit
<p>The City of Woodstock continues to be committed to tourism and economic development in the current fiscal year and moving forward. In FY15/16, City Council directed the City Administration to investigate the viability of providing a free wireless internet solution throughout the Woodstock Square to help support these initiatives, as well as provide additional services to residents, tourists, and events.</p> <p>City of Woodstock IT Staff began to research the viability of providing free wireless access on the Square. Staff met with several vendors to perform an onsite survey and discuss the best options for creating a wireless mesh network that covered the park area of the Square, as well as out to the sidewalks in front of the businesses. After these meetings, the proposals were reviewed and some additional challenges have been identified, such as:</p> <ul style="list-style-type: none"> • Who provides technical support for the network? Will this be done by the City of Woodstock Staff, outsourced to a third-party vendor, or will there not be any? • How many users will be accessing the network? The more users the more access points that are required. • How much bandwidth do we provide per user? 3G cellular networks provide an average download speed of one megabit per second; does the City match those speeds on the network or provide slower speeds? <p>The \$25,000 budgeted for in FY16/17 is the estimated funding required for the initial purchase of the hardware, installation, configuration, and technical support of a wireless mesh network for the first year. The \$5,000 is an estimated per year annual cost to provide internet connectivity to the wireless network.</p>



Keyless Entry System					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$12,000	\$16,000	\$0	\$0	\$0	\$28,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2018
Annual Operating Costs: \$2,000

Project Purpose, Description and Benefit



As the City continues to share and consolidate resources between the multiple departments, an effective solution to provide entry to these locations, as well as the ability to control who has access has become more important.

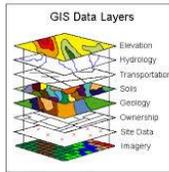
At the start of 2014, each City facility had managed its own access into their facility using keys to control entry. Although an effective solution, many times keys are lost or copied and the ability to control access into the facilities becomes more challenging over time. In April of 2014, IT staff, working with the Opera House, installed a Sonitrol Keyless Entry system. The Sonitrol system provides the City the ability to issue key fobs to individuals to control access to the building, determine specific doors they can access, limit the times in which those doors will be available, and log the entry into the building, including identifying the key fob presented and the time of entry. The system also has the ability to expand to handle multiple facilities throughout the City. This new system was installed on three of the exterior doors at the Opera House, all remaining door locks were changed.

In August of 2014, due to a complete failure of City Hall’s existing keyless entry system, IT staff installed the Sonitrol system on the three doors at City Hall. The City was able to have this installed at a significantly lower price, as the core components of the system are already owned and only additional hardware was required to be installed.

In FY16/17, IT staff would like to continue to expand this technology to other City facilities. The first facility would be to replace the aging entry system at the Police Department. Currently, the system utilized at the Police Department is obsolete. Finding technicians who can repair the system as well as parts are becoming much harder to locate. The system has to be controlled using a Windows XP computer, which is no longer supported by Microsoft. The \$12,000 would replace the keyless entry system on the existing doors, as well as add new keyless entry protection to the evidence room at this facility.

In FY17/18, IT staff would continue to expand the system into the Public Works facility, Recreation Center, and Woodstock Water Works.

GENERAL ADMINISTRATION: Future Years Project Narratives



GIS Upgrades

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$40,000	\$40,000	\$40,000	\$30,000	\$150,000

Project Purpose, Description and Benefit



Over the years the City has expanded upon its existing GIS system to track and inventory a wide variety of municipal assets. The Department of Public Works has information regarding almost every aspect of the water and sewer operation, as well as zoning information, plat maps, ariel photographs and other valuable pieces of information. This information has proven to be extremely valuable to not only

Public Works, but also Building & Zoning and Economic Development. In order to expand the existing GIS system's functionality, the City will need to develop a master address database utilizing information currently tracked through water and sewer billing. The FY17/18 amount includes funding to develop the master address database and develop automatic data updates between GIS and the City's water billing system to insure that the address information remains up to date.

Funding for FY18/19 and a portion of FY19/20 would include the implementation of an internet browser that would allow departments and, in some cases, the public the ability to view information through the internet. Examples of types of information accessed through the internet product includes zoning maps, certain parcel data, and garbage pickup zones. The information provided to the public would help minimize phone support to residents and continue to build upon the City's dedication to 24/7 customer service.

The remaining balance in FY19/20 and FY20/21 would be for the development of a mobile data viewer that would allow access to the GIS system through laptops in both Public Works and Police vehicles.





Document Archival Management Software					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$25,000	\$25,000	\$25,000	\$0	\$75,000

Project Purpose, Description and Benefit

The City of Woodstock maintains thousands of records required by law to be stored in many different formats. Most of this information exists as unstructured data, with the most common form being as a hard-copy, printed document. This unstructured data often contains critical information that must be secured, shared and retained. When being kept for archival purposes, this data ends up being stored in file cabinets or boxes in the basement.

This method does present several challenges for the City. The biggest and most time-consuming challenge is when the documentation is needed or required to be found and used. This can be a very time-consuming practice as individual(s) have to search through several thousand pieces of paper to find the one document that is required. Another challenge is keeping the documentation organized so it can be efficiently searched by individuals. Then there is the storage of this paperwork for the mandatory legal timelines. For every year the City needs to store this documentation, it takes up more and more room, as well as becomes vulnerable to environmental conditions that can cause degradation of the documents over time.



A Document Management Solution (DMS) can address all of these issues. A DMS is a software solution that can electronically store all this unstructured data within a single database. This database would be housed and backed up on a server located at City Hall.

DMS provides many overall benefits to the City. DMS has the ability to store these documents in a database that allow users to search and retrieve original documentation. It can provide the ability for document editing by users and keep separate versions of the edited document. It can provide security to only allow authorized users access to stored data.

Funding in FY17/18 would be for the purchase of initial hardware and software to begin the archival of documents located at City Hall. Based on a successful implementation, additional funding would be required in FY18/19 and FY19/20 to expand the system for utilization Citywide.

PUBLIC FACILITIES: 5-Year Summary Overview

The development of appropriately sized and maintained public facilities is important to a community in many ways. First, this ensures that the needs of the existing residents are addressed now and for the foreseeable future. Second, because a solid public-facility program results in a higher quality of life for residents, businesses often interpret this as desirable when choosing where to locate or expand. In other words, modernized public facilities can be an effective economic-development tool.

With the exception of the voter-approved General Obligation Bonds for the expansion of the Public Library and Woodstock Water Works, the City has been extremely successful at funding public facility projects through existing revenue streams via the CIP. These have included the Police Facility, Opera House Annex and the acquisition and expansion of the Woodstock Recreation Center. This has also included the acquisition and expansion of public parking facilities throughout the downtown to help ensure that the many “users” in the downtown – businesses, shoppers, residents, etc. – can park within close proximity to their destinations. It should be noted that this is not a public service that is provided in any other location in the community but is deemed vital to the continued revitalization of the downtown area.

In summary, the FY16/17-FY20/21 Public Facilities Capital Improvement Program, as proposed, includes a total of six (6) projects totaling \$4,019,500 over the five-year planning period. The FY16/17 Public Facilities Capital Budget Year includes five (5) proposed projects totaling \$295,000. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP Planning period. This is followed by graphic tables and charts identifying proposed funding levels. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

The **Opera House Improvements** project is a multi-year plan focused on the completion of several important interior/exterior enhancements for the Historic Woodstock Opera House to ensure its continued integrity and service to the community for many years to come. These projects are important not only to ensure the preservation/restoration of the historic attributes of this facility, but also to enhance the operational efficiency of the building to ensure the safety, comfort and convenience of the tens of thousands of people that visit the Opera House each year. In FY16/17 it is proposed that several structural masonry repairs be completed.

The **City Hall Improvements** project for FY16/17 is for the replacement of carpet throughout the building. The preference is to maintain our Public Works operations at the existing DPW location; therefore, the City will need to invest funds in the site. The FY16/17 **DPW Facility Maintenance & Expansion** project includes funding for the purchase of additional property.

The **Woodstock Waterworks Improvements** would provide funding for the renovation of the replacement of one of the water features. The **Recreation Center Improvements** would replace the existing sign on Lake Avenue with an electronic interchangeable sign to provide information

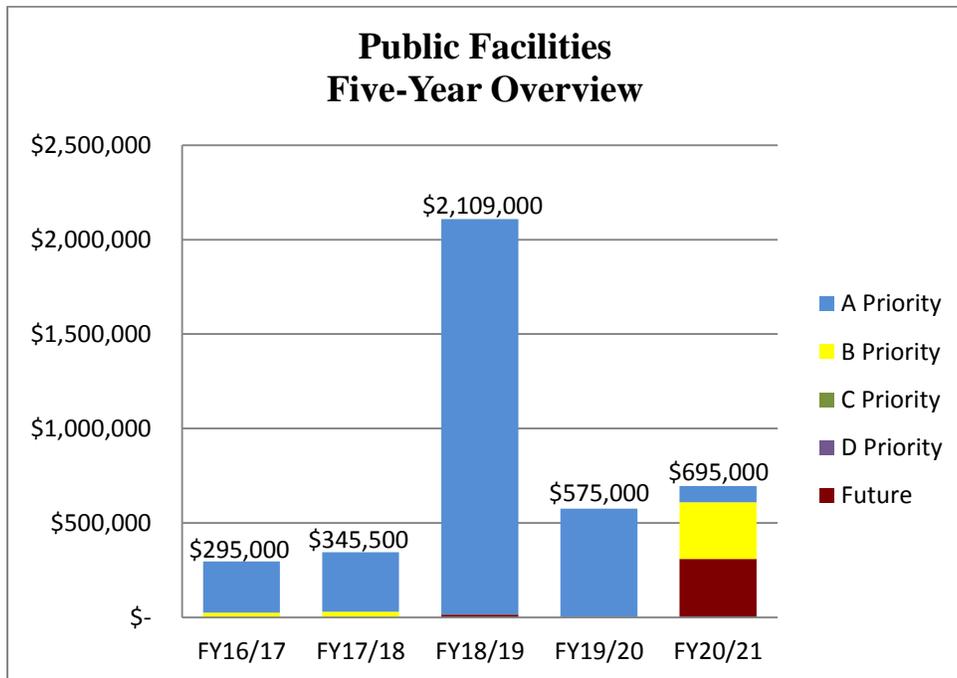
concerning programs and events to travelers. The proposed sign would be designed utilizing the gateway sign elements to further the City's brand and overall marketing.

FY16/17 – FY20/21 CIP Planning Summary

Within the 5-Year planning period of the CIP, the primary focus of the Public Facilities section will be continued maintenance to existing facilities at City Hall and the Opera House. Over the next five years, **City Hall Improvements** involve replacement of two entrance doors, several garage doors in the old firehouse and the installation and rewiring of a new generator. **Opera House Improvements** include funding to replace carpeting, a roof and complete the replacement of the stage floor. In addition, the **DPW Facility Maintenance & Expansion** project includes a request for funding to eventually construct a significant addition to the existing building, replace the salt storage dome, and address various long-term maintenance needs of the current structure. **Recreation Center Improvements** address the parking lot and the building façade for consideration in future years. The **Spring House** will eventually need to be reconstructed and new building materials are being proposed to extend the life of this facility going forward.

PUBLIC FACILITIES: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Opera House Improvements	A	\$35,000	\$115,500	\$76,000	\$60,000	\$0	\$286,500
2	City Hall Improvements	A	\$65,000	\$10,000	\$18,000	\$0	\$85,000	\$178,000
3	DPW Facility Maintenance & Expansion	A	\$140,000	\$190,000	\$2,000,000	\$515,000	\$0	\$2,845,000
4	Woodstock Waterworks Improvements	A	\$30,000	\$0	\$0	\$0	\$0	\$30,000
5	Recreation Center Improvements	B	\$25,000	\$30,000	\$0	\$0	\$300,000	\$355,000
6	Spring House		\$0	\$0	\$15,000	\$0	\$310,000	\$325,000
Totals			\$295,000	\$345,500	\$2,109,000	\$575,000	\$695,000	\$4,019,500
# of Projects			5	4	4	2	3	6



PUBLIC FACILITIES: Detailed Project Narratives

Project: Opera House Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$35,000	\$115,500	\$76,000	\$60,000	\$0	\$286,500

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2020

Annual Operating Costs: N/A | |

Project Purpose, Description and Benefit

The Opera House was built in 1889 to house the library, council room, justice court, fire department and second floor auditorium for the City of Woodstock. Over the years the Opera House has experienced many changes to the facility. In 1972 the Opera House was declared a “landmark” by the City, and the Woodstock Opera House Community Center, Inc. was formed to raise funds for a restoration effort. The Opera House was later closed for two years of restoration work. It reopened in February, 1977 and was renamed the Woodstock Opera House Community Center. Additional restoration projects were completed over the next twenty years and the Opera House was considered fully restored with the final addition of the front Portico in 1999.

Similar to the City's other facilities, the Woodstock Opera House requires various maintenance and building upgrades as equipment/building materials wear down over time. This project proposes a variety of improvements to the Woodstock Opera House over the next five-year planning period.

FY16/17 – STRUCTURAL MASONRY REPAIRS/\$35,000:

This Structural Masonry Repairs project is necessary to arrest and remediate the ongoing destructive effect of groundwater which infiltrates the central load-bearing brick wall and other related masonry in the basement, including the north foundation wall. The project is also necessary to enable the repair of damaged brick, mortar and sandstone elements at the front entrance to the Opera House.

Unlike its exterior brick walls, the central bearing wall, interior brick basement walls and several critical brick piers of the original City Hall extend well below grade to rest on a stone foundation and footings beneath the basement level. Although the subsequent installation of a concrete basement floor produced a dry, more healthy space, it also encased the bases of walls and piers - preventing the evaporation of moisture from the soil below. Groundwater is instead drawn up into porous brick where it has, over time, caused the shedding of mortar and disintegration of bricks throughout the basement. In recent years several attempts have been made to repair crumbling ornamental sandstone blocks at the Van Buren St. entrance. These attempts have failed due to constant dampness inside the wall - the result of water wicking up from beneath the building.

In 2013 the Opera House staff discovered additional disintegration of wet bricks, mortar and sandstone in a new area during site preparation for the Engine House Door Restoration Project. The effect of such decay has recently become visible at the northernmost arch of the central bearing wall, where compressive strain has caused a vertical crack to appear across several courses of brick. If not addressed soon, this continuing deterioration will dangerously compromise the structural integrity of the Opera House.

The following concrete and masonry work should be performed by a qualified restoration firm or firms. A band of the concrete floor will be cut and removed wherever necessary along the basement walls and brick piers to expose and inspect their stone foundations. Dampcourse fluid will be injected into the affected masonry to displace absorbed moisture and, when cured, create a seal to protect the brick from future water infiltration. The exposed foundations will be repaired as needed and monitored to ensure the thoroughness of fluid application. All damaged brick will be removed and replaced. Deteriorated joints will be cleaned and tuckpointed. New concrete will be installed where the existing floor was removed.

The FY16/17 request for the Structural Masonry Repair Project is less than that submitted in the prior year because at this time it is most important to stop the disintegration of the central bearing wall; the work proposed here will address neither the damage to other basement walls and structural piers nor the issue of water infiltration of the building's fieldstone foundation walls and footings. To that end, a separate request will be made for funding to commission a structural inspection, assessment and report on the condition of the Opera House, the findings of which will be used in the planning of further structural repairs and capital projects.

FY17/18 - CARPET REPLACEMENT/\$115,500

The carpet presently used in the Auditorium and public areas of the Opera House was custom-woven with a design chosen by architect John Vincent Anderson for the restoration of the building in the 1970s. That carpet was duplicated and replaced during FY95/96, after two decades of wear, with the present material which had a greater service-life expectancy than the first due to its higher wool content. The Opera House production program has grown since that time and high traffic areas are becoming noticeably worn. In recent years, Opera House workers have replaced some sections, such as individual stairs and landings, using a limited stock of carpet which remained on hand. For the sake of safety as well as appearance and, since the timely replacement of carpet and other functional materials is an important part of the proper maintenance of the landmark facility, the existing 20-year old carpet and padding should be replaced.

This project will require the weaving of new carpeting, of the same design and made to the same technical specifications established for the 1996 project, by a mill which specializes in custom work. It will be installed by a contractor experienced in the installation of patterned cut-pile carpeting in large facilities.

FY18/19 - SOUTH ADDITION ROOF REPLACEMENT/\$76,000

The first addition to the original City Hall, now over seventy-five years old, has housed Council chambers, Woodstock's third firehouse and City garage and, since 1977, the Opera House scene shop, Green Room and dressing room facilities. The two-story building was built on a concrete slab with brick and cement block exterior walls, concrete interior stairs, a steel-framed flat roof and a steel-framed concrete second floor finished in terrazzo. Ceilings at that level are plaster on metal lath and interior walls are of plaster-coated gypsum block. The South Addition is solidly built, practical and economical.

The FY15/16 CIP included funds for removal and replacement of the building's thirty-year-old built-up roof, which has developed many leaks - affecting backstage activities, requiring frequent rooftop repairs and causing interior damage. As noted in the accompanying project status report, no acceptable bids were received for this project. A local firm was hired as an expedient to make limited repairs and recoat the existing roof, with a two-year guarantee on materials and labor. That work was completed in September, 2015. The security of the guarantee period will allow staff to make meaningful repairs to water damage on interior surfaces.

The underlying concerns with the existing roof, however, have not been solved. These include wet, compromised perlite insulation, a certainty of new leaking as the recent coating ages and the likelihood of already existing damage to the wooden roof deck.

This project will include the following work. The roof and parapet will be cleared of all equipment, coping, flashing, roofing and insulation to allow a thorough inspection of the deck, parapet walls, curbing, drains and penetrations. This is a priority since, despite years of leaking, the roof deck will not have been exposed for inspection in more than three decades. After all necessary repairs are made to the substrate, new roof drains, improved insulation and a new membrane roof will be installed. Penetrations and transitions will be flashed. The roof access hatch, coping tiles, stacks and vents will be put in place. All rooftop HVAC equipment will be reinstalled and returned to service. The scope of work is being reviewed to determine the feasibility of utilizing City crews in site preparation and demolition as a way of reducing project costs.

FY19/20 - STAGE FLOOR RECONSTRUCTION/\$60,000

Work associated with the construction of the Opera House Annex revealed structural deficiencies in the floor of the historic stage. Natural settling, previous remodeling efforts and the sheer age of flooring and framing components have produced depressions and unevenness in the stage surface. Additional sheet materials were installed during Annex construction to temporarily provide a better transition between the stage floor and the adjacent stage work area in the new building. Detailed structural inspection of the stage floor, remediation of sagging and related damage, and a smooth, permanent matching of the two floor surfaces should be undertaken.

For this project a qualified restoration architect and structural engineer will be employed to provide inspection and design services, preparation of project documents and supervision as appropriate. A qualified carpentry contractor will make structural

modifications and install new flooring. Demolition, site preparation, finish carpentry and painting may be done by the Opera House staff.

Project: City Hall Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$65,000	\$10,000	\$18,000	\$0	\$85,000	\$178,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The 1906 City Hall building is a fixture in the downtown area and welcomes thousands of visitors annually. It should be a showcase for the residents and a welcoming "front door" to the City as well as an efficient and productive work environment for staff. The following are recommended projects for City Hall during this five-year planning period:

FY16/17 – CARPET REPLACEMENT/\$65,000

The carpeting in City Hall was purchased and installed over 15 years ago. High traffic areas are requiring additional attention from maintenance staff and the inventory of carpet remnants for repairs has been exhausted. The City will need to consider replacing the existing carpeting at an estimated cost of \$65,000.

FY17/18 – REPLACEMENT OF ENTRANCE DOORS/\$10,000

The entrance doors going into City Hall on both the front and east side of the building are recommended for replacement because they are terribly inefficient and have worn to a point which they cannot be rebuilt. Funds are included in FY17/18 for the purchase of doors that are appropriate and compatible for this building which has historical significance. The new doors will also provide more security for this government building.

FY18/19 – REPLACEMENT OF OVERHEAD GARAGE DOORS/\$18,000

The City Hall building includes an addition to the south which used to house the City's Fire Department. This building has seven (7) overhead doors where fire trucks were once housed. Funds are requested to replace three (3) of the original glass panel overhead doors located along the South Street frontage of the building. These doors because of their age require frequent repair. It is recommended that they be replaced at a total cost of \$18,000.

FY20/21 – NEW EMERGENCY GENERATOR & ATS/\$85,000

There is a standby generator located in the basement of City Hall. The generator is very old and it does not power up everything in City Hall if an outage were to occur. It is recommended that a new generator and automatic transfer switch (ATS) be installed that can handle the entire load of the building including the old fire station. Funds are

included to perform some rewiring within the electrical panels so all areas of the building are served by this generator. It is also anticipated that this generator will be moved outside and that it will have an exterior enclosure.

Project: DPW Facility Maintenance & Expansion
Priority Ranking: A
Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$140,000	\$190,000	\$2,000,000	\$515,000	\$0	\$2,845,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2020
Annual Operating Costs: \$5,000

Project Purpose, Description and Benefit

In FY07/08 the City Council had confirmed that the construction of a new Public Works facility was a high priority for the community. Subsequently, both the City Council and City Administration moved toward completing the design, plans, and specifications for a 70,000 square foot facility which was to be constructed upon a parcel of land donated by Wells Manufacturing Company (i.e., Charter Dura-Bar). A financing plan for the estimated \$12.9 million Public Works facility project, and the additional costs for the construction of Lake Shore Drive, was submitted to the City Council for their approval and included with the approved FY08/09 budget.

However, as a result of concerns about economic conditions, decreasing revenues, and the increase in annual debt that would result from this construction, the City Council determined in June, 2008 to postpone the start of construction. In hindsight, that action to delay construction and to avoid the issuance of new debt starting in FY08/09 was monumental, since any other decision would have been detrimental to the City’s financial stability. Given the continuing financial challenges and decreases in revenue, the City would be in a worse financial position if the new debt had been committed. Although the need to improve facilities for Public Works' operations and services remains a high priority, funding has not yet been appropriated for the construction of a new facility.

As an alternative to the original concept of constructing an expanded facility at a new location (with an estimated cost of \$12.9 million), in 2011 the City Council directed staff to evaluate the purchase of an existing building to provide additional space. Some sites and existing buildings were identified and evaluated, but presented challenges and concerns about the costs. One issue is size. While the original plan called for a 70,000 square foot facility, it is possible to reduce that footprint to reduce costs. Even looking at 50% of the original size, there are very few existing sites and buildings available in any condition that include 35,000 to 40,000 square feet with adequate parking, additional land and space for salt storage, and suitable access for large trucks to operate day and night.

A second concern is the cost of renovating an existing facility. One possible building was identified that was formerly used for manufacturing. Although the building was clear span construction with open access, it still required extensive renovation to convert for

Public Works' operations, including the storage of vehicles, proper floor drains and basins for cleaning, and office changes. It was determined that the cost of conversion would be at least 150% of the purchase price, which does not make good economic sense.

However, size and renovation costs were not the major concern identified by this evaluation. It is unlikely that one existing building at a single site could be found to meet the entire space needs for Public Works. In addition, the City determined that the additional expense of relocating our current facilities such as fuel storage, salt storage, and vehicle maintenance would be very costly and add even more expense to the total project. The cost to relocate fleet maintenance space and facilities alone could add an additional \$1 million to the building project. As a result, if the City moved forward to purchase an existing building to provide Public Works' space, it would be most likely that some operations and services would need to be retained at 326 Washington for several years. This approach would require operations, employee resources, supervision, as well as vehicle and equipment resources to be separated. Vehicle storage would be in one location and fueling at a different location. In summary, to purchase and use an existing building, it is most likely that the City would still have to rely on the property at 326 Washington Street, and at the same time, Public Works' operations would have to be separated.

Based on this due diligence process, the City Administration recommends that the City invest funds at the current Public Works location and requests funds to improve the existing site at 326 Washington Street and to expand upon the Public Works buildings. Having our Public Works resources at one location is an important part of providing prompt and quality services to the community. A concept plan has been prepared by the City's architects for this expansion, and there is adequate land available to complete that expansion. The proposed improvements would include a 15,000 square foot addition to the garage along with a small (2,000 square foot) office addition. Other improvements would include replacement of a salt storage building, maintenance to the existing building, and site and utility work. If approved, all costs would be shared between the General Fund (67%) and the Utility Fund (33%).

Funds have been requested for FY16/17 to acquire one additional lot adjacent to the current Public Works site to allow for the future expansion. During FY17/18 the City could prepare detailed plans and specifications along with completion of the sale of bonds to fund these improvements. Construction could then be completed during FY18/19 and FY19/20. The total construction cost is estimated to be \$4.2 million with \$2.8 million to be paid from the General Fund. It is estimated that the annual debt payment for a \$2.8 million bond paid over a 20 year period is \$230,000 per year.

Funds are recommended for the following:

- | | |
|---------|-------------------------------------------------------------------------------------------|
| FY16/17 | \$140,000 General Corp share for the purchase of additional land. |
| FY17/18 | \$190,000 General Corp share for preparation of plans, specifications, and sale of bonds. |
| FY18/19 | \$2,000,000 General Corp share of construction costs. |
| FY19/20 | \$515,000 General Corp share of final construction costs |

[NOTE: If this CIP request is not approved and included for FY16/17, a different CIP request for continued building maintenance needs such as concrete resurfacing, tuckpointing, interior lighting improvement, painting, and other building improvements should be prepared.]

Project: Woodstock Water Works Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
Woodstock Water Works (WWW) opened in 2002 and will enter its 15 th season of operation in the summer of 2016. WWW draws anywhere between 30,000 and 50,000 patrons each season depending on the weather plus hundreds of additional users for swimming lessons, pool rentals, lap swim, and the Dolphins swim team practices and meets.
<u>FY16/17 – REPLACEMENT OF BOAT SLIDE WATER FEATURE/\$30,000</u>
The boat slide water feature and the attached palm trees are in a state of disrepair and need replacing. There is a significant tear in the slide portion of the feature and many of the fronds on the palm trees are broken. The company that constructed the play feature is no longer in business which has made finding replacement parts nearly impossible.

Project: Recreation Center Improvements

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$25,000	\$30,000	\$0	\$0	\$0	\$25,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<u>FY16/17 – RECREATION CENTER INTERCHANGABLE/LIGHTED SIGN/\$25,000</u>
This project would result in the construction and installation of an interchangeable/lighted information sign to replace the wooden Woodstock Recreation Center sign on Lake Avenue. The existing stone frame would continue to be utilized.
The information sign would be used to advertise not only Recreation, Rec Center and

Woodstock Water Works events and activities but could also be used to market Opera House and Library events and disseminate Public Works information such as leaf collection, fire hydrant flushing, etc.

As witnessed by the community sign on Route 47 and the signs at Woodstock High School and Marian Central High School, this is an effective form of advertising, which would help increase registration and participation in various programs and activities. Lake Avenue is an ideal location as it is one of the busiest local streets in Woodstock and the existing sign is very visible as motorists enter and exit the City.

The Recreation Department would be responsible for updating the sign, which would be done via a computer. Electricity is currently available at the sign location. The sign would incorporate the designs developed through the Gateway project to improve the City's brand and provide uniformity.

FY17/18 – RECREATION CENTER PARKING LOT/\$30,000

The Recreation Department is proposing to construct an approximately 4,950 SF (75' x 66') parking lot addition behind the Recreation Center, which would add an additional 18 parking spaces. The proposed addition would be constructed on the flat, grassy area behind the Recreation Center, which is currently not being used.

The additional parking spaces would be helpful when the Recreation Center hosts large events and would also allow more flexibility with scheduling of the facility. Currently staff is reluctant to schedule programs in the multi-purpose rooms, gym, aerobics room, and pool at the same time due to a lack of parking. The lack of parking was the reason many of the more popular floor group-fitness classes were moved to the Mall on the Square.

FY20/21 – RECREATION CENTER STONE FACADE /\$300,000

The Recreation Department is proposing the construction of a stone façade on the north and west sides of the Recreation Center which would match the existing façade. This project would include construction of 320 linear feet of stone façade ranging in height from eight to twenty feet. This project would improve the overall aesthetics of the building and match the appearance of other City facilities. In addition, the new façade would provide another layer of insulation, reducing the energy required to heat and cool this building.

PUBLIC FACILITIES: Future Years Detailed Project Narratives

Project: Spring House

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$15,000	\$0	\$310,000	\$325,000

Project Purpose, Description and Benefit

This project will address ongoing problems of water, insect damage and general weathering, which degraded the 1976 Spring House in the Park in the Square, all of which are inherent in both its design and its construction of traditional, organic building materials. Intended to be a faithful replica of the original 1874 structure, it has undergone the same processes of decay, which destroyed its predecessor. The original Spring House was razed by the City in 1938 as a hazard to public safety. At the time of its demolition the wood-framed building was badly rotted with several structural posts hollowed out along their length, by prolonged infestation by carpenter ants.

Much work has been done to repair similar damage to the present Spring House. In 1993, the bases of the eight outer columns were replaced due to rot and ant infestation. The column bases were redesigned in an effort to prevent further damage by improving the drainage of water from their surfaces. This has proven to be unsuccessful. Trim work on several support columns has been replaced six times since 1993 to repair continuing damage from insects and moisture. The facing and ornamentation on one column were removed in May, 2015, so that its rotted structural members could be replaced with sound lumber; at least two other columns will require the same repair in 2016. The lower roof of cedar shakes was installed through a DCCA grant in 1999. Its eight hip courses have begun to heave and separate, and should be replaced, as are numerous other shakes, which are split and falling away. The upper sheet metal roof is failing at the hips and seams and shows considerable corrosion around fasteners. The eight flat window sills provide poor drainage and, despite previous replacement, new rot at these locations allows water infiltration to attack the upper frame and ceilings beneath. Being an open structure, the Spring House is constantly exposed to the elements both inside and out. The extent of annual maintenance required by the little building is considerable, but it's an important little building.

The image of the Spring House is an icon of Woodstock, which is why a replica stands on the site of the original. It is not, however, a historic building in its own right. It can be replaced with a structure made of nontraditional materials impervious to boring insects, rot and rust, allowing a lasting restoration of the first, graceful design of the exterior column bases. Digital photo enhancement has made it possible to identify and duplicate other ornamental details omitted from the 1976 version, such as the original treatment of interior column bases, appliques on interior walls and the unusual decorative pattern of shingles on the lower roof. Completion of this project will end the repetitive cosmetic and structural work required to maintain the present building, while providing a more accurate replica of the beautiful 1874 Spring House.

This would be accomplished in two phases, proposed for FY18/19 and FY20/21. Phase 1 would include all preliminary architectural and engineering work, based on historical research

already underway. Since previous Spring House projects have been funded largely through private donations and grants, it is likely that a fundraising effort based on Phase 1 drawings and documents could reduce the final cost to the City. The recommended break between Phases 1 and 2 would facilitate fundraising and enable staff to identify suitable specialty fabricators and construction firms. Phase 2 will consist of the production of building components, including fiberglass, cast resin and composite elements, nonferrous metal roofing and an aluminum alloy structural frame, and installation of the new building by the fabricators and local contractors under the management of the Opera House. Demolition, site preparation and any necessary post-construction landscaping will be performed by Public Works and Opera House staff.

PUBLIC SAFETY: 5-Year Summary Overview

All projects included in the Public Safety Fund are primarily for the maintenance and/or replacement of equipment for the Woodstock Police Department (WPD). These upgrades and replacements are necessary to ensure that public safety programs continue to meet the high customer service expectations of the community. It should be noted that the WPD maintains its own computer network system, including computer replacement program.

In summary, the FY16/17-FY20/21 Public Safety Capital Improvement Program, as proposed, includes fourteen (14) projects totaling \$2,741,600 over the five-year planning period. The FY16/17 Public Safety Capital Budget Year CIP includes six (6) proposed projects totaling \$491,900. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP Planning period. This is followed by graphic tables and charts identifying proposed funding levels. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

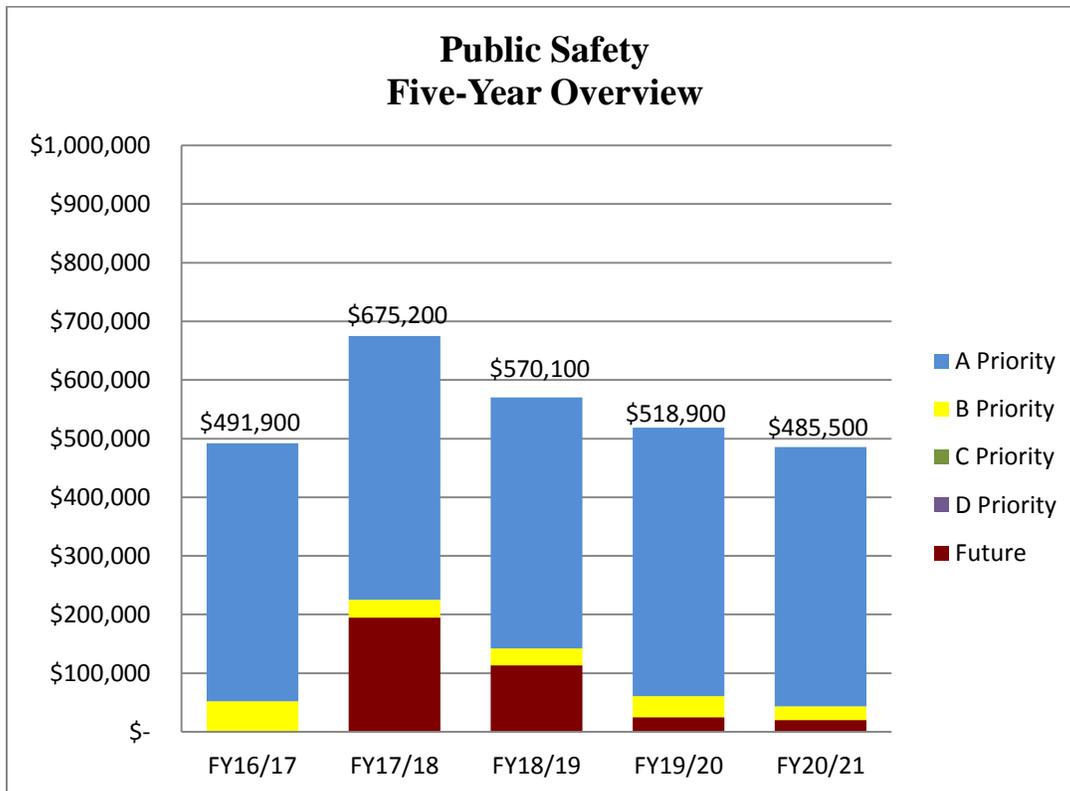
The major expense in the Public Safety category of the General Corporate Fund - CIP will continue to be the annual transfer of funds, in the amount of \$350,000 for the next five (5) years, to the Debt Service Fund to amortize the debt on the **Police Facility**. This is in addition to the continued maintenance and replacement of equipment related to public safety – e.g., **Annual Police Vehicle Replacement, Computer Network System Upgrades, Building Improvements, and Bullet Proof Vests**.

FY17/18 – FY20/21 CIP Planning Summary

Within the 5-Year CIP planning period funding is proposed for the continuation of the **Police Facility** debt service transfer, **Annual Police Vehicle Replacements, Computer Network System Upgrades, Building Improvements, Replacement of Rooftop HVAC Equipment, Warning Siren** installation, **In-Car Video Cameras, Emergency Generator** purchase and installation, **Traffic Safety Unit – Truck Program, Live Scan Fingerprint Equipment** and **In-Car Computer Terminal** upgrades.

PUBLIC SAFETY: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Police Facility Bond Payment	A	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000
2	Annual Police Vehicle Replacement	A	\$60,000	\$100,000	\$78,000	\$108,000	\$92,000	\$438,000
3	Bullet Proof Vests	A	\$30,000	\$0	\$0	\$0	\$0	\$30,000
4	Body Cameras	B	\$16,100	\$0	\$0	\$0	\$0	\$16,100
5	Building Improvements	B	\$15,500	\$15,000	\$15,000	\$15,000	\$10,000	\$70,500
6	Computer Network Sys. Upgrades	B	\$20,300	\$15,200	\$13,600	\$20,900	\$13,500	\$83,500
7	Replacement of Rooftop HVAC Equipment		\$0	\$82,000	\$0	\$0	\$0	\$82,000
8	Emergency Generator		\$0	\$48,000	\$0	\$0	\$0	\$48,000
9	In-Car Computer Terminals		\$0	\$40,000	\$0	\$0	\$0	\$40,000
10	Warning Sirens		\$0	\$25,000	\$0	\$25,000	\$0	\$50,000
11	Traffic Safety Unit-Truck Program		\$0	\$0	\$54,500	\$0	\$0	\$54,500
12	Crime/Accident Forensic Mapping		\$0	\$0	\$24,000	\$0	\$0	\$24,000
13	In-Car Video Cameras		\$0	\$0	\$35,000	\$0	\$0	\$35,000
14	Live Scan Fingerprint Equipment		\$0	\$0	\$0	\$0	\$20,000	\$20,000
Totals			\$491,900	\$675,200	\$570,100	\$518,900	\$485,500	\$2,741,600
# of Projects			6	8	7	5	5	14



PUBLIC SAFETY: Detailed Project Narratives



Police Facility Priority Ranking: A

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: N/A

Project Purpose, Description and Benefit

This project reflects the annual transfer of dedicated Telecommunication Tax Revenues to the Debt Service Fund for the payment on the twenty-year bond (five years remaining) for the relocation of the police operation to its present facility on Lake Avenue. This project involved erecting a two-story facility on the property at 656 Lake Avenue. The project was at a cost of \$4 million which was financed by the issuance of an Alternate Revenue Bond. The payment will actually be made by the Debt Service Fund with the transfer of Telecommunications Tax Revenue from the CIP.



Annual Police Vehicle Replacements

Priority Ranking: A

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$60,000	\$100,000	\$78,000	\$108,000	\$92,000	\$438,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit

This project is the annual replacement/rotation of police vehicles (see the replacement chart below). The rotation system provides for the partial replacement of the Police Department's fleet of vehicles. All primary vehicles are rotated to secondary vehicles, while secondary vehicles are placed out of service. The vehicles taken out of service have normally exceeded 90,000 miles. The five-year alternating vehicle replacement system generally provides for three to five primary patrol vehicles to be replaced every year and one or two vehicles replaced from the existing older fleet. The older fleet vehicles are the unmarked cars used by the detectives, Deputy Chief, Chief, as well as the Dare Van. Older fleet vehicles are rotated out of service after a minimum of five years. The City has experienced firsthand that extended use of these vehicles significantly increases maintenance costs, as well as reduces officer safety.

For FY16/17, two (2) marked patrol vehicles @ \$26,000 and one (1) portable speed trailer @ \$8,000 are scheduled for replacement. Please see the following schedule for

the proposed five-year replacement plan:

Capital Improvement Program Police Vehicle Replacement Chart – November 2015

Assigned	Squad Number	Year	2016/ 2017	2017/ 2018	2018/ 2019	2019/ 2020	2020/ 2021
Chief of Police	10	2012		2017			
Deputy Chief #1	11	2014					
Training	13	2012	*	*	*	*	*
Detective Sgt.	14	2014					2020
Detective # 1	15	2016					
Detective # 2	16	2015					
Detective # 3	17	2015					
Community Service Officer	18	2009	*	*	*	*	*
DARE/ GREAT	19	2014					
Patrol Sgt.	20	2014		2017		2019	
Patrol	21	2013	2016		2018		2020
Patrol	22	2014		2017		2019	
Patrol	23	2015		2017		2019	
Patrol	24	2013	2016		2018		2020
Patrol	25	2013					
Patrol	26	2013			2018		
Patrol	27	2013	*	*	*	*	*
Patrol	28	2014				2019	
Patrol	29	2013	*	*	*	*	*
Bicycles	31, 33, 34	2015					
Motorcycle	35	2014	**	**	**	**	**
Speed Trailer	38	2001	2016				

* supplied from patrol vehicles taken out of front line service
 ** lease agreement with Harley Davidson





Bullet Proof Vests					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$30,000	\$0	\$0	\$0	\$0	\$30,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2017
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>After the five-year life expectancy, the manufacturer can no longer guarantee the vests' effectiveness due to the deterioration of the resistance material. Most police agencies have both an original issue and a replacement plan for bullet proof vests to insure that every officer is properly protected against gunshot and knife wounds.</p> <p>The benefit to the City is to insure that each police officer is adequately protected against deadly force and to significantly reduce the liability the City incurs if an officer is injured or killed as the result of a gunshot or knife. This project includes the replacement of all existing bullet proof vests for every sworn police officer. All new bullet proof vests were issued to each of the sworn police officers in FY11/12. The average replacement period is every five years. Therefore, FY16/17 would be the next scheduled replacement for these vests. It is anticipated that grant money available through the U.S. Department of Justice will be available to share or offset fifty percent (50%) or \$15,000 of the costs of these vests.</p>



Body Cameras					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$16,100	\$0	\$0	\$0	\$0	\$16,100

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2017
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>The transparency in Police work has become a popular topic in today's news. Presently all marked Woodstock Police vehicles are equipped with in-car video systems that record traffic stops and some interaction with police officers and the public. Recent amendments to Illinois State Law allow Police Officers to wear body cameras to video record most interactions with citizens. Studies have proven that when body cameras are utilized there are fewer complaints regarding the interaction between police and the public.</p>

WPD has monitored several pilot programs of body camera utilization by police agencies and deem this to be a worthwhile program to pursue. At present there is no Federal Grant monies available for smaller police agencies to purchase body camera technology. This may change in future years.

This program would equip thirty-five (35) sworn officers and two (2) Community Service Officers with body cameras at a cost of \$300 per unit (\$11,100). In order to comply with state mandates to secure downloaded video for a ninety (90) day period, a dedicated server would be required at a cost of \$5,000.



Building Improvements					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$15,500	\$15,000	\$15,000	\$15,000	\$10,000	\$70,500

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
The Police Facility celebrated its fourteenth anniversary in November, 2015. While personnel and custodial staff do an outstanding job in the care and upkeep of the facility, certain items that experience failure and normal wear and tear must be replaced. Included in this project for FY16/17 are the carpeting and/or floor coverings of high traffic areas at \$8,500; the seal coating of the west parking lot at \$4,000; and the removal and replacement of six (6) dead Ash trees \$3,000 (6 at \$500 each). Additional items that need replacement in future years are roof replacement, additional carpeting/ floor covering (\$8,500), LED Lights for parking lot (\$9,000), interrogation rooms video camera system (\$5,000), office furniture, entry points security system and interior painting.



Computer Network System Upgrades					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$20,300	\$15,200	\$13,600	\$20,900	\$13,500	\$83,500

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>Computer hardware is constantly evolving over a very short time frame, making a computer purchased today obsolete in less than three years. Software vendors normally support only their most current versions of applications developed within the last two to three years. Although the actual hardware may continue to function over a period of four to five years, the reality is that the computer becomes incapable of effectively running City software over time.</p> <p>The productivity and capabilities of new hardware increases dramatically every six months. The City should adopt a philosophy consisting of a four-year schedule, replacing a quarter of the City’s computer hardware on an annual basis. This will also include the replacement of the Sonic Wall Firewall on a three (3) year rotation.</p> <p>As previously mentioned, the funding for this account is intended to replace the oldest hardware utilized by the Police Department, as well as maintain the software licenses utilized throughout the Department. The amount proposed for FY16/17 includes the replacement of six (6) PCs, as well as operating systems, MS Office Software and upgraded memory for certain machines that would improve performance.</p> <p>Similar to the Computer Replacement Schedule outlined in the General Administration category of the General Fund – CIP, this project includes the computer replacement schedule for the Woodstock Police Department. In addition, this account in the CIP will be used to fund the cost of certain software applications that need to be purchased annually, like anti-virus protection. Please refer to the attached sample schedule provided with this request. The Police Department currently utilizes thirty-four (34) workstations/laptops and three (3) servers. The Woodstock Police Department computer system remains separate from the General Administration replacement schedule in order to more easily and effectively track and audit the use of Police capital expansion fees.</p>

City of Woodstock
Police Protection
Capital Improvement Program
Sample Rotating Schedule

	Existing	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21
Servers	3	0	1	1	0	1
Server Cost		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Computers PC	28	6	6	5	5	6
Computers Laptop	6	0	2	2	1	1
Estimated Cost PC		\$1,100	\$1,100	\$1,100	\$1,100	\$1,100
Estimated Cost Laptop		\$1,200	\$1,200	\$1,200	\$1,200	\$1,200
Estimated Cost		\$6,600	\$9,000	\$7,900	\$6,700	\$7,800
Yearly Estimated Hardware Cost		\$6,600	\$14,000	\$12,900	\$6,700	\$12,800
Office/Misc. Software Licenses Cost		1	1	1	1	1
		\$700	\$700	\$700	\$700	\$700
Yearly Total Cost		\$7,300	\$14,700	\$13,600	\$12,400	\$8,500
MS Office Pro Current Version	30	30	0	0	30	0
Cost Per License		\$350	\$350	\$350	\$350	\$350
Cost		\$10,500	\$0	\$0	\$10,500	\$0
Sonic Wall Firewall	1	1	0	0	1	0
Cost Per Unit		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Cost		\$2,500	\$0	\$0	\$2,500	\$0
Centralized Inkjet Printers	2	0	2	0	2	0
Laser Printers B&W	1	0	0	0	0	0
Laser Printer Color	1	0	0	0	0	0
Cost Inkjet		\$250	\$250	\$250	\$250	\$250
Cost B&W Laser		\$350	\$350	\$350	\$350	\$350
Cost Color Laser		\$500	\$500	\$500	\$500	\$500
Total Printer Cost		\$0	\$500	\$0	\$500	\$0
Total Cost Per Year		\$20,300	\$15,200	\$13,600	\$20,900	\$13,500

PUBLIC SAFETY: Future Years Project Narrative



Replacement of Rooftop HVAC Equipment					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$82,000	\$0	\$0	\$0	\$82,000

Project Purpose, Description and Benefit

Rooftop HVAC units have a life expectancy of thirteen (13) to fifteen (15) years. The units that are in place at the department are currently fourteen (14) years old and are requiring additional repairs each year.

These units are a core requirement for the department to operate as they control the building's environment. The units do have an annual maintenance program that is currently in place and the systems are maintained by a sole source that has demonstrated its ability to maintain/repair specialized equipment for the communications center (i.e., Liebert System).

A replacement schedule of fourteen (14) to fifteen (15) years should be adopted by the City for this equipment. The funding request for this project would be utilized to replace the equipment prior to total failure. The amount proposed for FY17/18 includes the replacement of one (1) Liebert, one (1) Trane Model YSC060, and three (3) Trane Model YSC120 HVAC units. The total amount includes installation and all required connecting equipment to facilitate the replacement.

The Woodstock Police Department's HVAC system remains separate from the General Administration replacement schedule in order to more easily and effectively track the use of capital expansion fees.



Emergency Generator					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$48,000	\$0	\$0	\$0	\$48,000

Project Purpose, Description and Benefit

The Police Department relies on an industrial diesel-engine generator to immediately supply critical emergency operations in the event of a power outage. The generator system has a life expectancy of 15 years. Monthly tests are conducted and maintenance is performed on the current generator system. The system was installed 14-years ago when the construction of the Police Station was completed. During 2015 a \$6,000 repair was required to keep the current generator operable. The generator system is a vital operating system to insure emergency services to the community are provided. This project would fund the installation and replacement of the existing emergency generator.



In-Car Computer Terminals					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$40,000	\$0	\$0	\$40,000

Project Purpose, Description and Benefit

The in-car computers provide for immediate access to suspect information, calls for service, and other police-related information. This equipment has proven to increase the efficiency of both the records, communications and patrol divisions. In-car computers have increased the potential for identifying stolen property and wanted persons and has added a degree of safety to officers responding to calls and traffic stops by having pertinent information immediately available. These more robust computers also allow the Woodstock Police Department to utilize the McHenry County Emergency 911 Board's Record Management System and in-car ticket-writing system that communicate with both the McHenry County Court System as well as the Woodstock Police Department's record systems, thereby, minimizing record-keeping redundancy and allowing for a paperless record-keeping system.

In-car computer terminals were replaced in four (4) patrol cars in FY11/12 and in six (6) patrol cars in FY12/13. All ten (10) of these units are scheduled for replacment in FY17/18.



Warning Sirens					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$25,000	\$0	\$25,000	\$0	\$50,000

Project Purpose, Description and Benefit

Although the City no longer maintains its own fire/rescue operation, the City still maintains an Emergency Preparedness Plan in conjunction with the Woodstock Fire/Rescue District. A critical element of this plan is to provide an effective alert to citizens via an outdoor warning system. The sirens are placed in strategic locations throughout the City to alert those individuals that are out of doors that an emergency condition exists, such as a tornado or chemical hazard, and that they should take cover immediately.

The new sirens will not only provide for greater coverage allowing for a better ability to warn a larger populous of impending danger, it also provides for voice transmissions so that specific requests or potential dangers can be broadcast via specific verbal warning messages to the community.

It is being recommended that warning sirens be installed in conjunction with new residential developments in the community and, in most cases, be paid for through contributions provided by developers, or paid for and installed directly by developers. Based on current development schedules, it is proposed that a warning siren be installed

in Apple Creek Estates in FY16/17 and in the area of Woodstock North High School in FY18/19.



Traffic Safety Unit – Truck Program					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$54,500	\$0	\$0	\$54,500

Project Purpose, Description and Benefit

The development of a Traffic Safety Unit/Truck Program is a desirable program for the community. The Woodstock Police Department (WPD) proposes to increase the traffic-safety presence through a coordinated safety and enforcement effort. Coordinated efforts will seek to investigate accidents comprehensively and attempt to decrease traffic crash fatalities, seek to improve traffic crash statistics at problem intersections, and promote traffic safety through programs such as Driving Under the Influence Awareness at local schools and through involvement with the Illinois Chiefs of Police (IACP) Traffic Safety Challenge.

Additionally, the current use of local streets and secondary state roads in and around the Woodstock area by truck traffic is increasing. It is suspected that truck traffic is increasing locally because of the lack of overweight and safety enforcement by local police as well as traffic circumventing the increasing costs of Illinois State Tollway travel. There is also a lack of overweight and special permit enforcement in the McHenry County area. Truck traffic is adversely impacting the already overburdened traffic situation in Woodstock, as well as causing considerable damage to local and state roadways.

At present, current personnel are assigned as traffic units as manpower levels allow. Although these units are primarily traffic units in designation, they do assist regular patrol units as the need and call load arises. As the program develops and proves to be a worthwhile investment, additional personnel may be requested. The WPD engaged in a cooperative effort for the issuance of special-use truck permits and the collection of fees from those permits with the Public Works and Finance Departments. At present, special use permits are being issued by the Public Works Department with a cost to applicants. Overweight vehicle and vehicle-inspection equipment statutes are adequately covered in existing Illinois Compiled Statutes.

Some training has been obtained by WPD personnel under the present training agreement with Northeast Multi-Regional Training and has been beneficial for assigned officers in vehicle safety inspections, truck-overweight enforcement, and major traffic crash investigations. Components of the major traffic crash investigations would require the expenditure of additional training funds available within the WPD operating budget.

Anticipated revenues would be \$8,000 from the issuance of special use permits and \$25,000 in fines realized from overweight-truck enforcement. These conservative

revenues are estimated with the use of existing personnel deployed as staffing levels allow. The return on investment, if the City were to move forward with this project, is expected to be four years or less.

The program costs include the necessary portable scales and certification of the scales, (eight (8) portable scale units @ \$4,700 = \$37,600), as well as the necessary equipment to outfit a special use police vehicle \$16,900 (emergency lights \$1,600, rifle rack \$1,200, radar \$2,200, radio \$3,500, computer \$4,500, video camera \$3,000, electrical console \$500 and push bar protective bumper \$400). (Cost for the special-use police vehicle has been included in the Annual Police Vehicle Replacement).



Crime/Accident Forensic Mapping System

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$24,000	\$0	\$0	\$24,000

Project Purpose, Description and Benefit

During the 2015 calendar year, the Woodstock Police Department investigated one fatal car accident, one homicide and a number of death investigations. When a serious investigation is required, the crime scene is typically the most important item in the ensuing investigation. In today's society, jurors demand the best forensic evidence in both criminal and civil litigation.

Scene documentation creates a permanent written and visual record of the scene, the condition of the scene and highlights the evidence contained within it. Accurately measuring the scene with a scaled diagram always proves to be invaluable.

The "Total Station" forensic mapping system is the most recognized tool used by law enforcement at crash and crime scenes. It is compatible with motor-vehicle crashes, crime-scene diagrams, disaster responses and assists in the development of response plans for organized raids and public events. "Total Station" and the related software has the ability to create 3D maps, images and animations of all types of scenes. By utilizing "Total Station," an investigator's time at a crime scene and the closure of roadways at an accident scene is significantly reduced.

This purchase would include the necessary equipment, software and training for Woodstock Police Department members to become proficient in the operation of this computerized system.



In-Car Video Cameras

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$35,000	\$0	\$0	\$35,000

Project Purpose, Description and Benefit

Video cameras were replaced in all patrol vehicles in FY14/15. The purpose of the video cameras is to record patrol activities of police officers, primarily during traffic stops. The intended use of this information is for: 1) increased safety of the officers; 2) increase in convictions for more serious traffic stops such as in DUI cases; and 3) reduction in complaints against officers and the associated litigation.

Statistics have shown that by recording both the video and the audio portions of police officers' traffic stops, the awareness of the police officers increase and the video will help identify offenders who may have caused harm to the police officer and fled the scene. It also increases the conviction rate on serious traffic offenses when the video and audio recording of the incident can be used as evidence in court. Without this physical evidence, the defendant appears in court sober and may present a convincing argument of how they were wrongly accused. Finally, the recording can provide physical evidence in accusations where an individual claims they were physically or verbally mistreated by police officers.

The cost of this project includes all of the hardware necessary and the cost of installation on ten (10) patrol vehicles as well as the equipment necessary to download the videos captured on the in-car cameras to a retrievable data source.



Live Scan Fingerprint Equipment Replacement

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$0	\$0	\$20,000	\$20,000

Project Purpose, Description and Benefit

The Live Scan fingerprint machine was replaced in 2015. The Live Scan fingerprint machine is a requirement for the department to operate as the State of Illinois requires electronic submissions.

The amount proposed for FY20/21 includes one (1) complete Live Scan system including installation and all required connecting equipment. The Woodstock Police Department Live Scan system remains as a separate line item from the General Administration replacement schedule in order to more easily and effectively track the use of capital expansion fees.

PARKS: 5-Year Summary Overview

Without question, one of the City's most popular assets is its comprehensive system of parks and their various user amenities that contribute to the outstanding quality of life enjoyed by the residents of the community. During the past decade the City has been able to develop a number of new parks and park amenities due, in large part, to the growth in the housing market during the same time period and Park Development Fees that were collected as a result. Unfortunately, beginning with the development of the FY08/09 CIP, the substantial debt service payments for the Davis Road Soccer Fields and Merryman Fields Park combined with a significant decrease in impact fees collected from a corresponding reduction in the number of new home permits, there are simply not enough funds to undertake new projects, at least until the reserve can either be rebuilt and/or the housing market rebounds. The result of this decline is that the City had to temporarily delay necessary park projects as well as defer new facility development. As such, it is recommended that the Parks Fund be allowed to "recharge" – so to speak – by committing funds in the near term to maintaining existing facilities instead of undertaking major new park projects. It is important to note here, as a reminder, that outstanding debt service for completed improvements exceed the Park Development Fund's revenues.

In summary, the FY16/17 - FY20/21 Parks Capital Improvement Program, as proposed, includes eighteen (18) projects totaling \$4,231,300 over the five-year planning period. The FY16/17 Parks Capital Budget Year CIP includes fourteen (14) proposed projects totaling \$814,300 (\$181,300 of which is for outstanding debt service payments). The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP planning period. This is followed by graphic tables and charts identifying proposed funding levels and revenue sources. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

As described throughout this document, limited revenues mean that very few projects can be implemented within the Parks – CIP. First and foremost, the City's existing debt service commitments related to the Davis Road Soccer Complex and Merryman Fields Park, both included in the **Park Bond Payments**, must be addressed and exceed the revenues received. A number of other projects are also requesting funding consideration for FY16/17: 1) **Resealing Courts** (three tennis courts at Emricson Park); 2) **Emricson Park Land Expansion** to purchase property adjacent to the park; 3) **Field Fencing** improvements for Dream Field in Emricson Park; 4) **Playground Equipment Replacement** at Tara Drive; 5) **Park Restrooms** building design and site engineering for the eventual construction of a new facility in Emricson Park; 6) **WHS Turf Campaign** contribution to facilitate the construction of a turf football field; 7) **Emricson Maintenance Facility** roof and gutter replacement; 8) **Emricson Park Electrical** improvements; 9) **Parking Improvements** at Merryman Fields Park; 10) **Neighborhood Park Development** at Sweetwater Subdivision/Manke Lane; 11) continued development of the **Hennen Conservation Area**; and 12) **Tree Replacements** to facilitate the removal and replacement of ash trees impacted in the public right of way by the Emerald Ash Borer. City

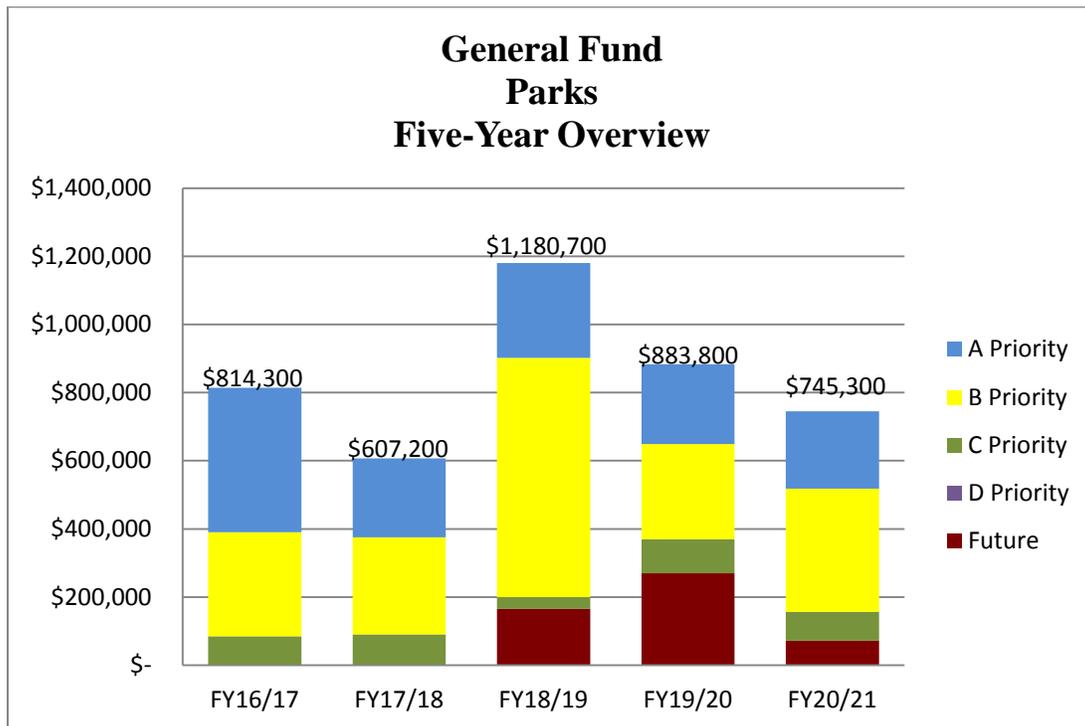
Council will have to decide how much funding from CIP reserves and/or other General Fund revenues should be dedicated to support the upgrade and expansion of the City's park facilities.

FY17/18 – FY20/21 CIP Planning Summary

A vast array of projects are included in the 5-Year planning period, however, based on available funding, the current focus must be on the continued maintenance of existing facilities until such time as new housing growth returns to previous levels to generate sufficient revenues to add substantial new projects. The five-year plan includes maintenance and replacement projects such as **Bigelow Ballfield Renovations, Picnic Pavilions, Emricson Park Pond Dredging, and Bates Park Maintenance Facility** to address the City's building needs.

PARKS: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Park Bond Payments	A	\$181,300	\$217,200	\$215,700	\$218,800	\$217,300	\$1,050,300
2	Emricson Park Land Expansion	A	\$75,000	\$0	\$50,000	\$0	\$0	\$125,000
3	Resealing Courts	A	\$18,000	\$15,000	\$13,000	\$16,000	\$10,000	\$72,000
4	Emricson Maintenance Facility	A	\$50,000	\$0	\$0	\$0	\$0	\$50,000
5	WHS Football Turf	A	\$100,000	\$0	\$0	\$0	\$0	\$100,000
6	Playground Equipment Repl.	B	\$70,000	\$70,000	\$72,000	\$74,000	\$76,000	\$362,000
7	Field Fencing	B	\$80,000	\$75,000	\$75,000	\$75,000	\$100,000	\$405,000
8	Parking Lot Improvements	B	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000
9	Neighborhood Park Develop.	B	\$80,000	\$80,000	\$250,000	\$70,000	\$125,000	\$605,000
10	Park Restrooms	B	\$15,000	\$0	\$245,000	\$0	\$0	\$260,000
11	Emricson Park Electrical	C	\$50,000	\$0	\$0	\$0	\$0	\$50,000
12	Tree Replacement	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
13	Recreation Paths	C	\$10,000	\$60,000	\$10,000	\$10,000	\$50,000	\$140,000
14	Hennen Conservation Area	C	\$15,000	\$20,000	\$15,000	\$80,000	\$25,000	\$155,000
15	Bigelow Ballfield Renovations		\$0	\$0	\$120,000	\$150,000	\$0	\$270,000
16	Emricson Park Pond Dredging		\$0	\$0	\$35,000	\$0	\$0	\$35,000
17	Bates Maintenance Facility		\$0	\$0	\$10,000	\$50,000	\$0	\$60,000
18	Picnic Pavilions		\$0	\$0	\$0	\$70,000	\$72,000	\$142,000
Totals			\$814,300	\$607,200	\$1,180,700	\$883,800	\$745,300	\$4,231,300
# of Projects			14	9	14	12	10	18



PARKS: Detailed Project Narratives

Project: Park Bond Payments

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$181,300	\$217,200	\$215,700	\$218,800	\$217,300	\$1,050,300

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The City purchased the Woodstock Athletic Club in 2003 to serve as a future community Recreation Center. This facility was funded from the issuance of a \$1.5 million debt certificate with Harris Bank with the funding required for the expansion (40% of the debt service payments) of this facility being provided from the Park Development Fund. The Recreation Center Fund utilizes the membership dues to provide for its required payment of 60% of the related debt service, which reflects the acquisition and renovation costs for this facility. It is important to note that this facility was purchased, renovated and expanded without the need to utilize any tax dollars and this continues today as membership dues continue to meet all operational, debt and capital costs without the need for tax dollars. The final payment of these bonds occurs in 2023.

In 2005 the City issued \$4.7 million in Alternate Revenue Bonds to finance the development and construction of two major park improvements. The City utilized \$2.8 million of these bond proceeds to adaptively reuse a landfill site to create the Davis Road Park soccer complex. The annual debt service is funded by both the Environmental Management (80%) and Park Development (20%) Funds. Note: Since FY09/10 the Environmental Management Fund (EMF) has provided for the entire repayment of the Davis Road Soccer Complex Alternate Revenue Bonds. This situation is expected to be a temporary measure that was taken as a result of the decline in the economy. As soon as the economy rebounds and remains stable, 20% of the funds for bond repayment will be derived from Park Development Funds. The portion funded by the Park Development Fund reduces the amount available to fund the City's future park needs. The debt service related to the Environmental Management Fund has been reported within that fund's CIP project request section.

The remaining \$1.9 million in Alternate Revenue Bonds was issued to construct Merryman Fields Park. The Park Development Fund is responsible for 100% of the related debt service payment. However, in order to insure adequate resources and identify alternate repayment sources the City temporarily modified the source of repayment beginning in FY09/10 to conclude when sufficient revenue is generated from park impact fees to repay bonds. This temporary modification is proposed again in FY15/16 through a transfer from the General Corporate - CIP Fund.

In 2014, the outstanding 2005 Alternate Revenue Bonds were refunded through the issuance of 2014 Alternate Revenue Refunding Bonds; the final repayment of these bonds occurs in 2025.

Following is a summary of the annual debt payments including both principal and interest related to park and recreation facilities for the next five year planning period:

FY16/17:

Recreation Center	\$43,100	(40% PDF - 60% Rec)
Davis Road Park	\$0	(0% PDF - 100% EMF)
Merryman Fields Park	<u>\$138,200</u>	
Total	\$181,300	

FY17/18:

Recreation Center	\$43,600	(40% PDF - 60% Rec)
Davis Road Park	\$40,500	(20% PDF - 80% EMF)
Merryman Fields Park	<u>\$133,100</u>	
Total	\$217,200	

FY18/19:

Recreation Center	\$43,000	(40% PDF - 60% Rec)
Davis Road Park	\$39,900	(20% PDF - 80% EMF)
Merryman Fields Park	<u>\$132,800</u>	
Total	\$215,700	

FY19/20:

Recreation Center	\$44,100	(40% PDF - 60% Rec)
Davis Road Park	\$39,900	(20% PDF - 80% EMF)
Merryman Fields Park	<u>\$134,800</u>	
Total	\$218,800	

FY20/21:

Recreation Center	\$43,900	(40% PDF - 60% Rec)
Davis Road Park	\$39,200	(20% PDF - 80% EMF)
Merryman Fields Park	<u>\$134,200</u>	
Total	\$217,300	

Project: Emricson Park Land Expansion

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$75,000	\$0	\$50,000	\$0	\$0	\$125,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



In order to grow with the community and to continue to expand this important regional park, the City needs to plan for the acquisition of adjoining vacant land within the near future. Without additional land for expansion purposes, Emricson Park will be land locked, which could result in this park being over-developed and over-used.

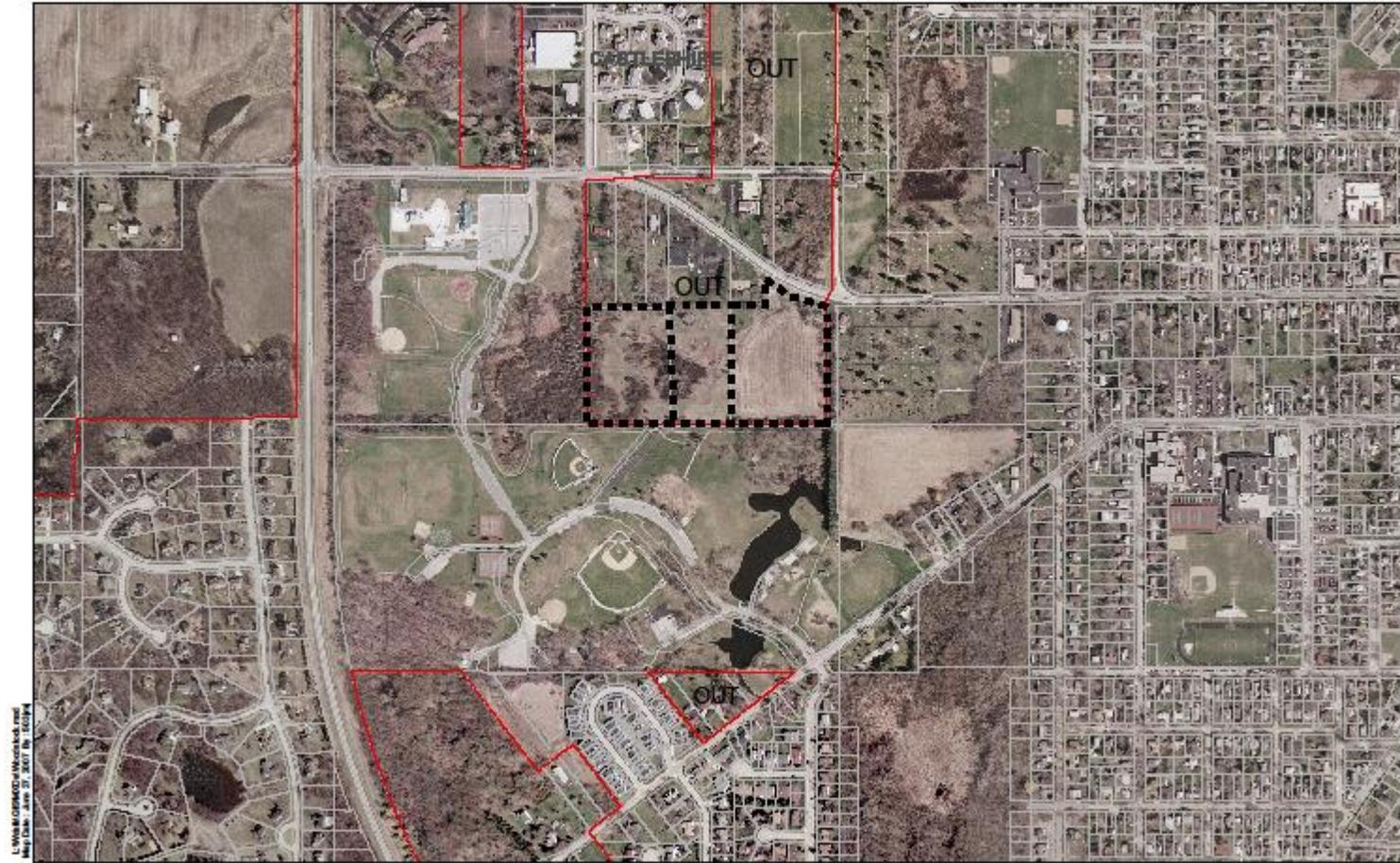
The City has been very successful in completing a number of recreation improvements in Emricson Park over the past decade. This has included the construction of new softball fields, new soccer fields, new basketball courts, a recreation path, open play fields for soccer and football, and the new aquatic center. However, with this successful capital improvement program, the current Emricson Park has been developed to its capacity. The lack of additional property available at Emricson Park for new recreational facilities could require residents to travel to other remote sites in the future for park activities. The current ability to enjoy centralized and multiple activities at one park is one of the attractions of Emricson Park.

The attached exhibit shows the boundaries of the existing park property and three adjoining parcels that have been identified for possible expansion of Emricson Park. Each parcel has unique features and would benefit future users in differing ways.

The three parcels include approximately 52.8 acres, and the purchase price is estimated to range from \$20,000/acre to \$40,000/acre. Funds are requested for FY16/17 to pay for the second installment of the cost to acquire the Belcher property, which is located west of the Jackson Street entrance to Emricson Park. Funds are included in FY18/19 to obtain property appraisal reports, and to research and prepare funding options for available parcels of land.



City of Woodstock, Illinois



Emricson Park Land Expansion

1 inch equals 711 feet



Resealing Courts					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$18,000	\$15,000	\$13,000	\$16,000	\$10,000	\$72,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>Within the City's park system, there are a total of nine basketball courts and nine tennis courts. These facilities are used on a regular basis throughout the spring, summer, and fall. They provide an excellent opportunity for recreational activity and are an essential part of the City's efforts to provide broad-based choices for park users.</p> <p>In order to provide courts which are attractive and safe, maintenance is needed on a regular basis. Typical maintenance on these play surfaces include but are not limited to: grinding, patching, crack filling, and new color coat surface. In order to protect its original investment, the City should plan to perform necessary maintenance and make improvements to existing tennis and basketball courts. The recommended schedule is as follows based on an evaluation of the current condition of all 18 courts:</p> <p>FY16/17 Three tennis courts at Emricson Park FY17/18 Two tennis courts at Emricson Park FY18/19 Two basketball courts at Emricson Park FY19/20 Praire Ridge Tennis Court/Banford Road Basketball Court FY20/21 One tennis court at McConnell Road Park</p>



Emricson Park Maintenance Facility Repair					
Priority Ranking: A					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2017
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>The Parks Maintenance facility at Emricson Park is aging. There are many signs of deterioration on the current structure, so the City needs to consider funding some repairs at the current site to assure that it can efficiently serve the Park Division's needs for the foreseeable future. There are items on the building that are already beyond their expected life (e.g. roof, gutters, etc.) and these items require repair or replacement. Funds are being requested to make necessary repairs to the facility with the mindset that the City will not be constructing a new facility in the near future.</p>

In FY16/17 funds would be used for re-roofing the facility and replacing the gutters.

Project: WHS Football Turf Campaign

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The WHS Home Turf Campaign is a joint initiative between Woodstock High School, District 200, and members of the community. Their goal is to raise donations for the purpose of installing an artificial turf field and renovating the school's track and seating area. Those supporting the project say it would allow more teams an opportunity to practice and play at the school and it would make the school more competitive. Bids for only the excavation and preparation of the field for laying artificial turf were opened on July 6, 2015 with the lowest bid totaling \$793,133. This cost did not include the estimated cost for the artificial turf and its installation (\$300,000) making the total estimated cost just for field turf more than \$1,093,133. The costs do not include renovation of the schools track and seating area. The campaign has been able to raise money to help fund this project. At the end of 2015 donations exceeded \$805,000. Because there was a large gap between the highest and lowest bid received, all bids were rejected by the Woodstock School District 200 Board. The Board did encourage continuing with the campaign to raise funds for the project.

The WHS Home Turf Campaign website states that this project involves an investment in our Community providing an:

- * opportunity for use by Woodstock youth organizations;
- * opportunity to host City of Woodstock sponsored events; and
- * Tournament and rental opportunities.

As a result, some Council Members feel that the City should donate funds toward this project or at a minimum, match the amount that is contributed by the School District as representation of support from the City. Therefore, \$100,000 has been included in the FY16/17 CIP as the City's contribution to this project in the event that funding is aquired and the project moves forward.



Playground Equipment Replacement					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$70,000	\$70,000	\$72,000	\$74,000	\$76,000	\$362,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit

Playground structures are considered by many to be an important part of the quality of the park system and play options for user groups. It is important that the City continue to provide funding to replace each of the existing play structures not only to ensure safety, but also to provide new and different options for children.

The City has twelve park sites where playground structures are installed. One of these locations, Emricson Park, has four playground structures within the park boundaries. From experience, the City has found that the average life of one of these structures is 13 - 15 years. Several factors are used in determining when a playground structure has reached its useful life. These include; the age of the structure, the availability of replacement parts, location, and overall condition. The following is a list of the playground facilities provided by the City, date they were installed, and planned replacement schedule:

PARK/LOCATION	DATE OF INSTALLATION	PLANNED REPLACEMENT	ESTIMATED COST
Tara Drive	1995	FY16/17	\$70,000
Banford Road Park	2000	FY17/18	\$70,000
Emricson Park - Tot Lot	2000	FY18/19	\$72,000
Emricson/ Free Standing	2001	FY19/20	\$74,000
Prarie Ridge Drive	2002	FY20/21	\$76,000
FUTURE - FY21/22 OR LATER			
Emricson Park/ South Street	2003		
Sunnyside Park	2004		
A.J. Olson Park	2005		
Mary Ann Street	2006		
Dick Tracy Way Park	2006		
McConnell Road Park	2007		
Manke Lane Park	2011		
Haydn Street Park	2011		
Emricson Park ADA	2012		
Emricson/Hilltop	2012		
Bates Park	2013		
Raintree Park	2014		



Field Fencing					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$80,000	\$75,000	\$75,000	\$75,000	\$100,000	\$405,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>Dream Field at Emricson Park has been used by many user groups for numerous years. The field is holding up reasonably well, but the fencing is showing signs of fatigue and is not adequate for the wide variety of use that is scheduled on this field. There are several different factors that result in the need to schedule the replacement of the fence on Dream Field. Baseball play has a different design for backstops, overhangs, and height of fence to protect both players and the public. Currently, the backstop is not high enough, which results in many foul balls landing in the spectator area.</p> <p>Because the condition of the fence surrounding Dream Field is generally in poor condition, funds are requested to pay for its replacement. New fencing will improve the visual appearance of the field, it will help keep baseballs in play, and provide better protection for pedestrians in this area. Improvements would include fencing, a new backstop with extended overhangs, and batting cages (or bullpens) along the fence line.</p> <p>FY16/17: Emricson Park - Dream Field (fencing, backstop, batting cages) FY17/18: Bates Park - Roskie Field FY18/19: Emricson Park - Bigelow B Field FY19/20: Emricson Park - Bigelow C Field FY20/21: Bates Park - Fields 2 & 3</p> <p>FY21/22 or later: Bates Park - Fields 4 & 5 Emricson - South Soccer Emricson - Bigelow Soccer</p>



Parking Lot Improvements					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$300,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit

The City needs to allocate funds annually for the maintenance and resurfacing of the parking lots in our parks. Currently, there are paved lots located at Banford Road Park, Bates Park, Emricson Park, Merryman Fields Park, Raintree Park, and Ryders Woods. Just like the public parking lots provided in the downtown, these lots need annual maintenance and periodic resurfacing, and funds have been requested in FY16/17 and again in FY17/18 for this purpose. Maintenance could include skip patching, total resurfacing, crack sealing, etc.

In order to grow with the community and to continue to expand existing facilities for our park users, additional parking areas have been completed at Olson Park and at Emricson Park sites. The parking lots at Olson Park were expanded during roadway resurfacing projects along Tappan Street to help with resident complaints about cars parking along roadways during tennis and basketball use. Parking lots were also constructed in Emricson Park on the north and east sides of Sullivan Field, along the open play area on Bigelow Road, Bigelow Soccer Field, and Stuessy Pavilion.

Because parking on the grass is prohibited in all City parks, a request was received by the user groups and special event requests at Merryman Fields Park to construct additional paved parking. During some late afternoon and evening games and/or tournaments, parking near the ballfields that are being utilized is full. Rather than park a long distance from the field, motorists are parking on the grass. The need for additional parking at this location has been discussed by the Parks and Recreation Commission, and it is their recommendation to ask for funding of this project through the CIP program. The overall park development master plan for this facility does provide for additional parking along the south side of the access road (across from Fields #3 and #4), and funds are requested to construct additional parking.

There are currently 273 parking spaces provided at Merryman Fields Park, and the proposed improvement would provide 87 additional paved parking spaces. Construction will include the removal of topsoil, the placement of a subbase material, compaction, asphalt surface, and striping. Because of the large capital expense to construct the parking lot, it is recommended that these costs be split over a two-year period because the total parking area can be constructed separately or as needed over time. Therefore 1/2 of the cost to construct 1/2 of the lot is requested in FY18/19, and the other 1/2 of the lot will be constructed in FY19/20 or at a later date as needed.

The City has also received comments in the past about the need for additional paved parking at Emricson Park. Emricson Park is the City’s largest park site and does host a number of large spectator events each year. Currently, there are a total of 729 parking spaces provided, and they are scattered throughout the park for the convenience of park patrons. However, for major events and on those days when multiple events are scheduled, there have been problems with vehicles parking on the grass. The City does not want to reduce beneficial green space in the park, but some additional paved parking could be provided (such as paving of the overflow lot for the aquatic center) to allow more year-round access and the addition of a few more parking spaces along the access roads in the park. Funds have been requested to expand paved parking in Emricson Park in FY20/21.

Project: Neighborhood Park Development

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$80,000	\$80,000	\$250,000	\$70,000	\$125,000	\$605,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The City of Woodstock requires each new residential development to dedicate park land for public use or provide a cash contribution in lieu of land. The type, size, and location of the park land to be dedicated is reviewed with each annexation and/or preliminary plan by the Parks and Recreation Commission who, in turn, provides a recommendation to the City Council. If the park land to be dedicated, as determined by the City, is less than the amount required by Ordinance, the developer is then required to pay a pro-rated park capital expansion fee when each permit is issued for a residential unit. These park capital expansion fees are then used by the City to provide some or all of the funds necessary for the development of new parks, expansion and/or upgrades to existing facilities, and the associated property.

Through this process, the City has been able to obtain land for new park sites in various areas of the City as described within this report. The City’s normal practice is to begin the planning process for the facilities to be constructed in new park sites once residents have moved into the adjoining subdivision. This provides the residents who are most likely to use the facilities to have some input in the planning process and allows the City to better serve those residents

The new developments are paid for from capital expansion fees, but due to the slow growth in the housing market, very little new revenue is being accrued. As a result, very

limited funds are expected to be available for the development of new parks in the next five years.

1. Sweetwater Park Amenities: FY16/17

Located south of Ware Road and west of Raffel Road in the Sweetwater subbdivision. The subdivision includes a 2.98 acre parcel which has been dedicated to the City and is being used as a neighborhood park. The park site currently has an open play area, which is being mowed by the Parks Division along with a tot lot and juvenile play structures which were installed in 2011. There are a significant number of new families in the Sweetwater subdivision looking for access to a neighborhood park within walking distance of their new home. The playground equipment was purchased and installed in 2011, and now funds are requested to continue with the park development, which could include a tennis court and/or basketball court, pavillion, drinking fountain, benches, trees and landscaping. In October, 2014 the Sweetwater Master Operating Association sent a letter to the City requesting additional playground equipment, a covered seating area, additonal waste receptacles, and a tennis or basketball court.

2. Sonatas Park Amenities: FY17/18

Located in Sonatas subdivision, this park is on the north side of Woodstock near the intersections of Ware Road and Raffel Road. This development includes 7.04 acres of property, which has been dedicated to the City and intended to be used as a neighborhood park. Directly east of this subdivision is Merryman Fields Park, which offers a multitude of recreational opportunities for residents within the Sonatas subdivision. During 2011, Parks Division employees installed tot lot and juvenile playground structures for the area residents. In 2013, a pavilion and walking path was installed within the park. Funds are being requested to continue with the park development, which could include construction of a tennis court, basketball court, installation of a drinking fountain, benches, and complete landscaping at this park site by Parks Division employees.

3. Castle Road Park: FY18/19

The Woodstock Commons development is located east of Castle Road and south of Cobblestone Way, and the final plat for this residential development included the dedication of park land approximately 4.16 acres in size. This park site is located along the east side of Castle Road to the south of Pond Point Road. The park land is immediately adjacent to the Kishwaukee River and will include vistas overlooking a much larger open space along the Kishwaukee River corridor.

At this time, a specific development plan has not been prepared nor reviewed with the Parks and Recreation Commission. Due to the location of the City park land adjacent to the Kishwaukee River and a large open space/stormwater management parcel to the east, the new park site should take advantage of the natural setting and be compatible with the natural features in this area. Even though the natural features of the setting must be considered, equally important is the need for the City to provide a substantial amount of active recreational choices at this location. The residential neighborhoods in this area are bordered by Route 47 and Route 14, and this new park site should include adequate active play features to serve a large number of both existing residents and future residents.

Based on the amount of land available, type and number of homes in the general area, and the expected needs of the area residents, the following features are anticipated:

- Tot lot structure and a separate juvenile play structure;
- Adult/baby swings;
- Two tennis courts;
- Full-sized or half-sized basketball court;
- Some open play area;
- Seating area overlooking the adjoining open space;
- Interconnection of park site with paved recreation paths in the subdivision; and
- Natural landscaping adjacent to the Kishwaukee River and landscape features to create a visual link to the open space.

4. Merryman Fields Park Play Structure Installation: FY19/20 and FY20/21

The 82 acre Merryman Fields Park was developed in FY07/08 to generally include seven (7) ballfields, paved recreational path, vehicle access road, parking facilities, and drinking fountains. The park land was dedicated to the City as part of The Fields of Woodstock residential housing development, which is generally on the City's north side, east of Raffel Road near its intersection with Ware Road. This park site is within walking distance of the following residential developments: Sweetwater, Sonatas, The Fields of Woodstock, and Banford Oaks. Like Emricson Park, Merryman Fields Park will become a place where this community's youth will learn sportsmanship, residents and visitors will share experiences, and visitors will get a feel for the Woodstock community.

Funds have been requested for FY19/20 to install playground equipment at this park site. The City has found that providing play structures adjacent to ballfields is beneficial to the park users and is enjoyed by families who bring other children to the ball games.

In FY20/21, it is planned that other park and recreation amenities will be constructed to service the needs of park patrons and all residents of the adjoining subdivisions. It is recommended that sometime after this five-year planning period, funds be allocated to add any or all of the following amenities at Merryman Fields Park:

- Tennis courts
- Water spray park
- Basketball courts
- Additional ballfields (2)
- Ballfield lights
- Road extension to Queen Anne Road
- Ballfield shelter/pavilions
- Additional landscaping
- Expansion of recreational path



Park Restrooms					
Priority Ranking: B					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$15,000	\$0	\$245,000	\$0	\$0	\$260,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2019
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>Emricson Park, Bates Park, and Merryman Fields Park are the three sites within the City that host the greatest volume of competitive baseball and softball games. According to the user groups, visiting sports teams and spectators are very impressed with Woodstock’s parks and sports fields, but one comment that continues to surface is the lack of indoor restroom facilities.</p> <p>The City is reluctant to construct bathroom facilities within its park system because of past history related to vandalism and the City’s constant effort to keep them in service. Restroom facilities were removed at Raintree Park and A.J. Olson Park because fixtures and interior walls were being vandalized regularly creating an exorbitant amount of material and labor costs to keep them open and suitable for use. Existing facilities at Emricson Park and Bates Park receive vandalism in the form of graffiti on walls, loose or broken fixtures, and toilets & sink drains plugged with just about anything you can find within the park including mulch, sticks, leaves, garbage, grass, etc.</p> <p>Although it is the desire of park user groups to construct permanent washroom facilities at major ballfield sites, there is a large number of improvements within the park system that compete for these same funds. It is recommended that the City hire an architectural firm to evaluate the park, prioritize a location for a facility, and create a design for new bathroom facilities in Emricson Park. This will provide the City with reliable estimates, which can be used to plan for future improvements. In the meantime, it is recommended that the City continue to use portable toilets to serve park patrons throughout the summer months. In FY16/17, funds would be used for engineering, design, plans and specifications for a new washroom facility at Emricson Park. It is recommended that construction take place during the summer of FY18/19.</p>

Project: Emricson Park Electrical

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>During FY00/01, the City installed an above-ground transformer at Emricson Park with an underground service to eliminate some of the old, overhead, high tension lines in a portion of Emricson Park. This was completed not only to improve public safety but also to provide a more reliable electrical service for the tennis courts and main softball diamond facilities.</p> <p>The remaining portion of the park, specifically the Parks Division shop, Main Pavilion, and main bathrooms still utilize an overhead wire electrical system. Over the years, this system has aged, it has been repaired a number of times, and the complete overhead line should be replaced or buried. During a wind storm in July 2008, five oak trees within Emricson Park blew over and put this electrical system out of service for a period of four days.</p> <p>This request is to bury the electrical service in order to create a more reliable electrical system for maintenance staff, park users, and improve safety. The main play area and Main Pavilion in Emricson Park are used on a daily basis by many park users and is one of the most heavily-used areas of the park. The planned electrical improvements would provide a safer and more reliable service to customers who use the pavilion facility and main restrooms, and the improvements would benefit a large number of users. This is the third and final stage of construction for electrical upgrades in Emricson Park.</p>



Tree Replacement						
Priority Ranking: C						
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total	
\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000	

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>It is the responsibility of the Parks Division to plant and maintain trees in City parkways, parks, and other public areas. When those trees become diseased or infested with</p>

parasitic insects, it is the City’s policy to remove or dispose of the dying tree to prevent the spread of the disease or insect to adjacent foliage. Most recently, the Emerald Ash Borer (EAB) has been decimating the ash trees throughout the community. The significant number of hazardous ash trees that have been removed due to EAB infestation has had a negative impact on the community's urban tree canopy.

The City's Vision 2020 plan envisions a connected green community. Maintaining a healthy and diverse urban tree canopy is consistent with that vision for the community. Therefore, this project would provide funding to begin replacing trees in City parkways, parks, and other public areas to counteract the loss due to disease or insect infestation.

For all the reasons related to the fact that the City is dealing with mass removals of a single species, tree diversity will be a high priority. Final selection will be based on site conditions as well as neighborhood diversification. Tree-planting locations will depend on an array of factors, including: sight distance, utility, water service and/or sewer locations, street signs, fire hydrants, street lighting, etc.



Recreation Paths					
Priority Ranking: C					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$10,000	\$60,000	\$10,000	\$10,000	\$50,000	\$140,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>The City has already incorporated recreational paths into many of its park sites: Emricson Park, McConnell Road Park, Merryman Fields Park, Westwood Park, Sliver Creek Conservation Area, William C. Donato Conservation Area, Ryders Woods, and the Hennen Conservation Area. Over time, it has become evident that these pathways are popular, and residents want to see more of them constructed within neighborhood parks, nature areas, and new residential developments. The City does require developers to plan and totally fund the construction of recreational paths within each new neighborhood (i.e. The Fields of Woodstock, Banford Oaks, Apple Creek, Sweetwater, and Sonatas).</p> <p>Annual Maintenance Not unlike city streets and sidewalks, paved recreation paths, paths over wetlands, and passive pathways require maintenance and funds should be set aside annually for this work. In 2010, portions of the paved recreation path in Emricson Park became hazardous as tree roots and other plant materials heaved the paved surface, cracks developed, and the pavement disintegrated from the effects of too many freeze thaw cycles and/or ultraviolet rays. With paved recreation paths at McConnell Road Park,</p>

Emricson Park, and Merryman Fields Park, maintenance needs have increased and the City has an obligation to keep them free of trip hazards and safe for public use. \$10,000 is included in each year of this planning period for use in maintaining existing recreational paths whether they are raised, passive, or paved.

Sonatas Park - FY17/18

Sonatas Park received funding for the purchase and installation of playground equipment during FY11/12. City staff completed the installation during the fall of 2011. With the completion of this project, funds are requested to continue the development of this park site. A request has been made to construct a recreation path system along the perimeter of the park site for passive recreation. During the development plans for the installation of the playground structures, a meeting was held at the Library for area residents to express their views and ideas not only for the location of the playground but also the overall development of the park site. It was the consensus of this group that they would also like to see the City develop a recreation path on this site. City staff agrees with this request as this park site has many natural features and wildlife areas. A route has been identified to be five tenths (0.5) of a mile long.

Castle Road Park - FY20/21

The Woodstock Commons development is located east of Castle Road and south of Cobblestone Way, and the final plat for this residential development included the dedication of approximately 4.16 acres of park land. This park site is located along the east side of Castle Road, immediately adjacent to the Kishwaukee River, and will include vistas overlooking a much larger open space along the Kishwaukee River corridor. The development of the park site can provide space for the City to offer active recreational facilities for our residents that can then be visually combined with the benefits of a much larger open space. This park land is currently vacant and has not been improved by the City at this time. When it is developed, it would be a perfect place for the inclusion of some sort of pathway because of its proximity to the Kishwaukee River corridor.

Project: Hennen Conservation Area

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$15,000	\$20,000	\$15,000	\$80,000	\$25,000	\$155,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In 2008, the Hennen family decided to dedicate a permanent conservation easement on their land to The Land Conservancy (TLC). This was later followed by a land donation of 25 acres to the City of Woodstock in early 2009. On the property is a house, a three sided barn, and a detached garage. The house is being used by TLC during the daytime,

and a site steward (who reports to TLC) is available all other hours to monitor the site and open the entrance gate at 8:00 AM and close it at sunset. The property is located on the east side of Dean Street, south of Lucas Road and is now referred to as the “Hennen Conservation Area.”

It is planned that the City of Woodstock and TLC will partner to provide programs of interest for local residents to enhance their appreciation for nature while at the same time educating local residents about efforts used in preserving and conserving their own piece of land in McHenry County. More than 2 miles of passive trails have been created by interns supervised by TLC. Prior to actually receiving the deed for the property, a committee was formed to create some short (1-2 years), medium (2-5 years), and long (>5 years) range plans for the property. The following is a list of major items that the committee has identified for the property that would include some capital costs for the City:

FY16/17 - Core out proposed 15-20 car parking lot on the site, and place a suitable base material using City employees and equipment.

FY17/18 - Construct final permeable asphalt surface on parking lot and delineate parking spaces.

FY18/19 - Modify barn as necessary to accommodate planned programs, groups. (i.e. cement floor, lighting, etc.) keeping ADA accessibility in mind.

FY19/20 - Construct gazebo or pavilion on site for public use.

FY20/21 - Replace roof and/or siding on the barn/garage/house.

PARKS: Future Years Project Narratives

Project: **Bigelow Ballfield Renovations**

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$120,000	\$150,000	\$0	\$270,000

Project Purpose, Description and Benefit



The two existing Bigelow ballfields in Emricson Park (Field B and Field C) were constructed in 1986. Due to the outfield dimensions and lights, these are two of the most versatile fields the City provides, and both fields are heavily used by a wide range of user groups playing throughout the spring, summer, and fall league seasons.

Due to the elevation of the land surrounding the two Bigelow ballfields, both infields and outfields experience soil erosion and drainage problems. In FY08/09, Parks Division employees removed a four-inch lip from behind third base and re-graded the infield of Bigelow B so that storm water would shed or drain away from these fields and improve the ability to utilize the field within a reasonable amount of time after a rain event. The outfield fence on Field B was also reset in FY08/09 to correct a condition that left exposed concrete at the base of each fence post and fabric that was much higher than the elevation of the ground. In FY15/16, field fencing on both Field A & B was repaired to address safety concerns. In order to repair the fence problems, the fence had to be removed, posts were reset, and the fabric was restretched.

In the future, more permanent repairs will need to be made on these fields to improve there condition and correct the erosion concerns. It is envisioned that the following work will be necessary:

1. Identify drainage solutions for the land outside of the fields, and perform grading or install subsurface drain tiles to correct;
2. Identify drainage solutions for the land inside of the fields and perform grading or install subsurface drain tiles to correct;
3. Restore the infield and outfield as necessary to eliminate the difference in elevation; and
4. Repair perimeter fencing and posts as needed.

The ultimate fix for the erosion and water problems that are currently being experienced at these ballfields involves a complete renovation of the fields resulting in a large capital expense and requiring the ballfields to be out of service for a period of at least one year. Funds are requested in FY18/19 and FY19/20 to create a permanent solution to the drainage problems that these fields experience because of the natural lay of the land and surface water runoff patterns.

Project: Emricson Park Pond Dredging

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$35,000	\$0	\$0	\$35,000

Project Purpose, Description and Benefit

The ponds at Emricson Park provide recreation for both summer and winter sports, as well as providing an attractive natural feature for the enjoyment of our residents. It is evident that the ponds are silting in, which is impacting water quality, wildlife habitat, and the overall appearance of the water features. The two ponds at Emricson should be cleaned and dredged in the future to preserve the facilities and provide a sustainable recreational area for all to enjoy.



Bates Park Maintenance Facility					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$10,000	\$50,000	\$0	\$60,000

Project Purpose, Description and Benefit

The City needs to construct a new, larger, more modern park storage facility at Bates Park. The current facility is aging and there is not enough space to operate efficiently, which is why funds are being requested within the five-year planning period. Currently, the Parks Division has to haphazardly store equipment in the Water Treatment Plant adjacent to the park.

If funding becomes available to construct a park maintenance facility, it is recommended that this facility be constructed at a site in Bates Park. Existing water, sanitary, and gas lines are close to the park site. In FY18/19 engineering and site plan development costs would be incurred, with further funds requested for construction during FY19/20. It is possible that a washroom facility could be incorporated into this new facility.



Picnic Pavilions					
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$0	\$0	\$70,000	\$72,000	\$142,000

Project Purpose, Description and Benefit

Picnic pavilions are one important part of the overall quality of the park facilities provided for our residents. They are used by a wide variety of organizations, family groups, and individuals, and provide an opportunity for users to plan and hold all types of gatherings. With five pavilions available, there are approximately 250-270 picnic shelter reservations received by the City each year, involving thousands of participants.

In 2008, Parks Division employees completed necessary repairs to three of the Emricson Park pavilions to protect the City's investment and maintain structural integrity, and at the same time, the South Street pavilion was removed. Maintenance work included the

staining of the interior and exterior wood, replacing missing cross braces, replacing fascia and soffit boards as needed, and installing new roof shingles. Then in 2008, Main Pavilion at Emricson Park was demolished and a new pavilion constructed. As a result of this past maintenance work, the existing pavilions are in good condition and widely used by our residents. Some maintenance work will need to be completed annually by Parks in their operating budget, but no capital costs are anticipated during the next five-year planning period.

Previously, the City had identified the need to construct new pavilions at South Street in Emricson Park, Merryman Fields Park, and Davis Road during the next five-year period. If funding becomes available to construct Pavilions, it is recommended that these facility be constructed at Merryman Fields in FY19/20 and at the South Street soccer field at Emricson Park in FY20/21.

MOTOR POOL/EQUIPMENT: 5-Year Summary Overview

As the City continues to expand, both geographically and in population, municipal vehicles and equipment are required to maintain the City's existing and new network of park land, roads, and utilities. Therefore, the Motor Pool/Equipment category of the General Corporate Fund - CIP continues to grow incrementally over years as the City expands. Similar to the items funded through the General Administration category, it is sometimes difficult to identify the public benefit of expenditures in the Motor Pool/Equipment category. However, without the proper equipment and rolling stock, City crews would be unable to mow and maintain the expanding system of parks and athletic fields, plow streets and/or maintain the storm sewer collection system. In addition, in light of the constricted revenues, the City Administration has reviewed, revised and extended the Motor Pool/Equipment replacement schedule to beyond ten (10) years.

In summary, the Motor Pool/Equipment Capital Improvement Program, as proposed, includes six (6) projects totaling \$1,969,000 over the 5-year planning period. The FY16/17 Capital Budget Year CIP includes five (5) proposed projects totaling \$281,000. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP planning period. This is followed by graphic tables and charts identifying proposed funding levels. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

The Department of Public Works requests comprise the Motor Pool/Equipment category. The Department of Public Works maintains a rotational replacement schedule (provided in the Motor Pool detailed description narratives of the General Fund – CIP, Chapter 4) from which requests for vehicles/equipment are made. To offset these costs, however, the City has been successful in including the costs for the acquisition of new vehicles in new residential development annexation agreements. However, due to the dramatic decline in development since FY08/09, in addition to declining revenues across municipal funds, requests in FY16/17 and for the foreseeable future will be limited to the replacement of vehicles only when absolutely necessary. New equipment is proposed when additional work can be completed by staff instead of utilizing contractual services. The Department of Public Works has completed a thorough review of Motor Pool needs and is confident in the revised replacement schedule that is being proposed. Projects proposed in FY16/17 include the purchase of a replacement dump truck in **Streets – Dump Truck Replacement**; **Streets – Equipment Replacement** includes the purchase of a Portable Message Board; replacement of a gang mower in **Parks – Equipment Replacement**; and the replacement of a pickup truck for both **Parks – Truck Replacement** and **Streets – Truck Replacement**.

FY17/18 – FY20/21 CIP Planning Summary

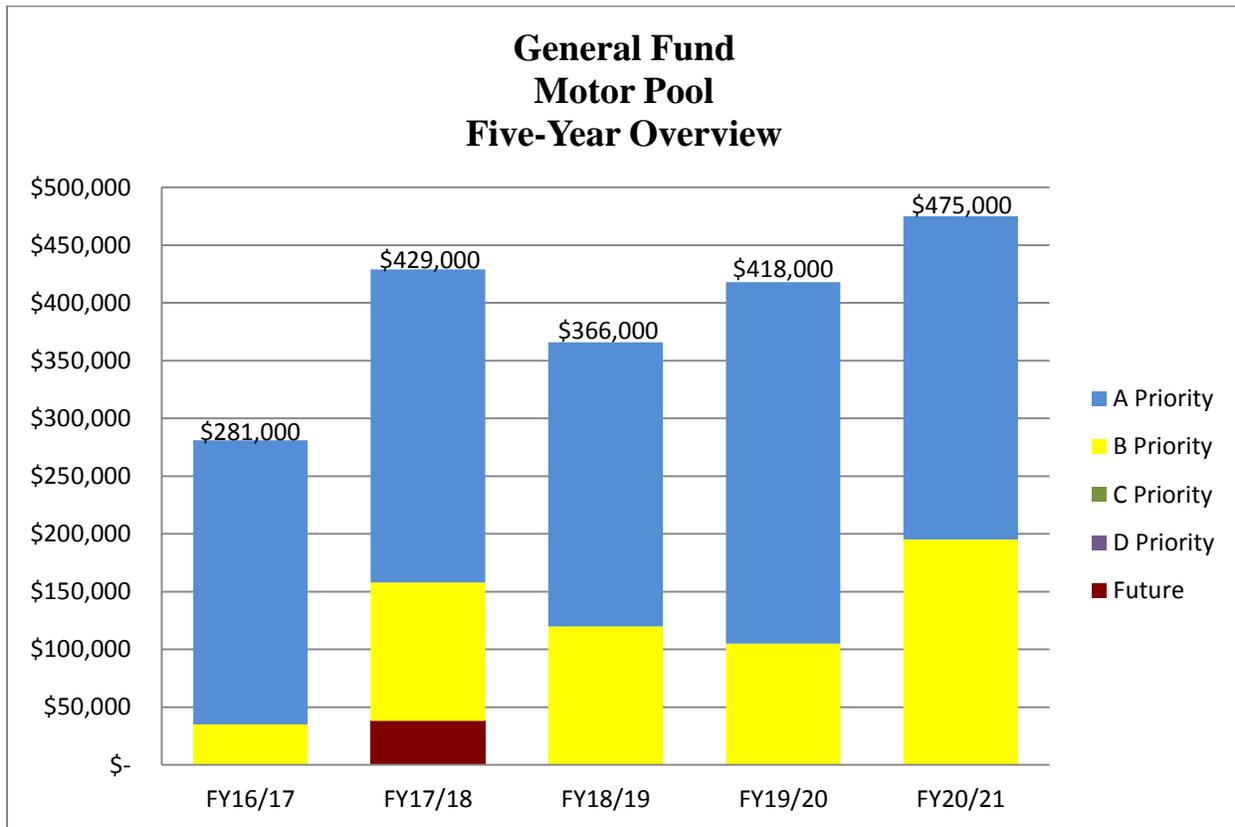
As identified above, the City's ability to continue to expand the Department of Public Works Motor Pool through development-related revenues will be severely limited in the 5-year planning period and, therefore, the Department of Public Works will continue to closely monitor its replacement schedule and propose vehicular and equipment replacements only as absolutely necessary. Within the 5-year planning period, proposed projects will be primarily limited to the

replacement of vehicles and/or equipment at or near the end of their service life, thus deferring the purchase of new vehicles.

The largest cost over the five-year period within the **Motor Pool/Equipment** category is for the replacement of five dump trucks utilized by the Streets Division. The average service life at time of replacement will be twelve years. The proper replacement and maintenance of these vehicles is crucial to support the City's efforts to provide public works services to the residents, including necessary snow plowing and street repairs. On a long term basis, the replacement of the lone pickup truck utilized by the Fleet Maintenance staff may require replacement in FY17/18.

MOTOR POOL/EQUIPMENT: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Streets – Dump Truck Replacement	A	\$170,000	\$170,000	\$170,000	\$175,000	\$175,000	\$860,000
2	Parks – Truck Replacement	A	\$38,000	\$63,000	\$38,000	\$38,000	\$65,000	\$242,000
3	Streets – Truck Replacement	A	\$38,000	\$38,000	\$38,000	\$100,000	\$40,000	\$254,000
4	Streets – Equipment Replacement	B	\$20,000	\$30,000	\$45,000	\$50,000	\$125,000	\$270,000
5	Parks – Equipment Replacement	B	\$15,000	\$90,000	\$75,000	\$55,000	\$70,000	\$305,000
6	Fleet Maintenance – Truck Replacement		\$0	\$38,000	\$0	\$0	\$0	\$38,000
Totals			\$281,000	\$429,000	\$366,000	\$418,000	\$475,000	\$1,969,000
# of Projects			5	6	5	5	5	6



MOTOR POOL/EQUIPMENT: Detailed Project Narratives

Project: Streets – Dump Truck Replacement

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$170,000	\$170,000	\$170,000	\$175,000	\$175,000	\$860,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



An adequate number of reliable vehicles are required in order to deliver services that are necessary and expected by the City's residents. These dump trucks are used for a wide variety of street maintenance activities including snow removal, asphalt pavement maintenance, gravel shoulder maintenance, storm sewer repairs, and leaf collection.

From experience, we have found that a more detailed evaluation of City-owned vehicles should occur once they have been in service for a period of approximately 10 years. This evaluation takes into account cumulative maintenance needs and costs associated with recent repairs and those that have occurred over the lifetime of the unit. This evaluation, performed by Fleet Maintenance staff, determines when the vehicle is recommended for replacement.

The City typically utilizes the State of Illinois Joint Purchasing Program for the purchase of these larger vehicles in order to obtain the best purchase price. The purchase price includes the truck chassis, dump box, hydraulic system, snow plow and tailgate spreader. The following is a list of existing Street Division dump trucks and their planned replacement schedule:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Equipment Number</u>	<u>Estimated Cost</u>
FY16/17	2002 International	14 years	12	\$170,000
FY17/18	2003 International	14 years	7	\$170,000
FY18/19	2005 International	13 years	9	\$170,000
FY19/20	2006 International	13 years	11	\$175,000
FY20/21	2006 International	14 years	23	\$175,000
FY21/22 or later:				
	2007 International		15	
	2007 International		24	
	2008 International		17	
	2010 International		19	
	2011 International		26	

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Equipment Number</u>	<u>Estimated Cost</u>
FY21/22 or later (Continued):				
	2013 International		10	
	2015 International		8	

The FY16/17 request is for the replacement of a dump truck that is an instrumental part of our annual snow plan. Due to the increased maintenance cost and condition of the vehicles, it is recommended that this vehicle be replaced.



Parks – Truck Replacement					
Priority Ranking: A					
<u>FY16/17</u>	<u>FY17/18</u>	<u>FY18/19</u>	<u>FY19/20</u>	<u>FY20/21</u>	<u>Total</u>
\$38,000	\$63,000	\$38,000	\$38,000	\$65,000	\$242,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit
<p>An adequate number of reliable vehicles are required in order to deliver services that are necessary and expected by the City's residents. These vehicles are used for a wide variety of park maintenance activities including tree removal, trimming, maintenance of athletic fields, special construction projects, and transportation of employees to all work sites. In addition, they are used in winter to transport salt, shovels, and equipment for snow removal. These vehicles are essential for the daily maintenance of the City's 550 acres of parkland, 23 park sites, and all other public grounds.</p> <p>From experience, we have found that a more detailed evaluation of City-owned vehicles should occur once they have been in service for a period of approximately 10 years. This evaluation takes into account cumulative maintenance needs and costs associated with recent repairs and those that have occurred over the lifetime of the unit. This evaluation, performed by Fleet Maintenance staff, determines when the vehicle is recommended for replacement. To the extent possible, these vehicles will be replaced with alternative or flex-fuel driven technologies that have been proven to be reliable, cost effective, and beneficial to the environment. The additional cost of the alternative or flex-fuel technology will be paid by the Environmental Management Fund.</p> <p>In FY15/16, a request was approved to hire an additional employee to lead facility maintenance activities. This position will be involved in painting, HVAC, plumbing, window and door maintenance, etc. This new position will require a dedicated vehicle with interior cargo space shielded from the elements for tools and supplies. It is recommended this vehicle be a 1/2 ton cargo van with no windows and provisions for propane alternative fuel.</p>

The following is a list of Parks Division vehicles and the recommended replacement schedule:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY16/17	2004 Chevy Pickup #46	12 years	\$38,000
FY17/18	2005 Chevy Pickup #45	12 years	\$38,000
FY17/18	Facility Maintenance - New	N/A	\$25,000
FY18/19	2005 Chevy Pickup #47	13 years	\$38,000
FY19/20	2008 Chevy Pickup #49	11 years	\$38,000
FY20/21	2009 Ford 1-Ton Dump #44	11 years	\$65,000
FY21/22 or later:	2013 Ford F-550 Aerial Bucket Truck 2015 Ford F-250 Pickup with lift gate #48		

The FY16/17 request is for the replacement of one pickup truck that is used for the duties as summarized above. Due to the increased maintenance cost and condition of the vehicle, it is recommended that this vehicle be replaced. The addition of a 1/2 ton cargo van is also requested, to be funded only if the position is filled for FY16/17 and the need is present.

Project: Streets – Truck Replacement

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$38,000	\$38,000	\$38,000	\$100,000	\$40,000	\$254,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



An adequate number of reliable vehicles are required in order to deliver services that are necessary and expected by the City's residents. These vehicles are used for a wide variety of street maintenance activities including asphalt pavement patching, sidewalk repair, storm sewer maintenance, and transportation of employees back & forth to work sites. In addition, they are used in winter for snow removal.

The following is a list of Street Division vehicles and the recommended replacement schedule:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY16/17	2006 Chevy Pickup #6	10 years	\$38,000
FY17/18	2006 Chevy Pickup #2	11 years	\$38,000
FY18/19	2007 Chevy Pickup #14	11 years	\$38,000
FY19/20	2005 Chevy Sign Truck #25	14 years	\$100,000
FY20/21	2008 Chevy Pickup #3	12 years	\$40,000
FY21/22 or later:	2008 Chevy Pickup #4 2011 Chevy Pickup #20 2012 Ford Pickup #1		

Project: Streets – Equipment Replacement

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$20,000	\$30,000	\$45,000	\$50,000	\$125,000	\$270,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$500

Project Purpose, Description and Benefit



An adequate number of reliable pieces of equipment is required in order to deliver services that are necessary and expected by the City's residents. This equipment is used for a wide variety of street maintenance activities including asphalt pavement maintenance, sidewalk maintenance, right-of-way maintenance, storm sewer maintenance, construction projects, material handling,

and snow removal.

The following is a list of Street Maintenance Division equipment and the recommended replacement schedule:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY16/17	1999 Portable Message Board	17	\$20,000
FY17/18	1991 Asphalt Patch Trailer #100	26	\$30,000
FY18/19	1999 Asphalt Patch Trailer #116	19	\$30,000
FY18/19	2005 Air Compressor #185	13	\$15,000
FY19/20	2007 J.D. w/Roadside Mower #184	12	\$50,000
FY20/21	2009 J.D. 524K Loader #115	11	\$125,000
FY21/22 or later:	2002 Sidewalk Sweeper #187 2003 Graco Striper #103		

The FY16/17 request is to purchase a new Portable Message Board. The current message board is no longer supported by the original manufacturer. The characters are aging and are malfunctioning at times. Currently, the only method of repair is to remove individual characters from the board and send them out for refurbishing, assuming that the characters are in a repairable state. The manufacturer no longer makes new characters, and is out of old stock. The board also has trouble staying charged due to its age.

Project: Parks – Equipment Replacement

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$15,000	\$90,000	\$75,000	\$55,000	\$70,000	\$305,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



An adequate number of reliable pieces of equipment is required in order to deliver services that are necessary and expected by the City's residents. This equipment is used for a wide variety of park maintenance activities including mowing, athletic field prep, grounds maintenance, landscaping, construction projects, and snow removal. This equipment is essential for the daily maintenance of the City's 550 acres of parkland, 23 park sites, and all other public grounds.

The following is a list of Parks Division equipment and the recommended replacement schedule:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY16/17	2005 Servis – Rhino Gang Mower	11	\$15,000
FY17/18	1998 Bobcat 753 Skid Steer #106	19	\$50,000
	1998 John Deere Gator 4X2 #153A	19	\$15,000
	1998 John Deere 5210 Tractor #183	19	\$25,000
FY18/19	2002 Kubota 2560 W/Mower #160	16	\$30,000
	1999 John Deere 4500/Mower #154	19	\$30,000
	2002 JD 122 Ballfield Tractor #156C	16	\$15,000
FY19/20	2002 JD Gator 4 x 6 #153B	17	\$15,000
	2003 Kubota 3830 W/Mower #161	16	\$25,000
	2004 Kubota Zero-Turn Mower #162	15	\$15,000
FY20/21	2006 Kubota Zero-Turn Mower #157	14	\$15,000
	2006 Kubota RTV 900 4x4 #163	14	\$15,000
	2006 Kubota MX5000F Tractor #164A	14	\$25,000
	2006 Befco 315 FLX Mower #164B	14	\$15,000

<u>Replacement</u> <u>Year</u>	<u>Description</u>	<u>Age When</u> <u>Replaced</u>	<u>Estimated</u> <u>Cost</u>
FY21/22 or later	2007 JD 1200 Ballfield Tractor #156B		
	2007 JD 1200 Ballfield Tractor #147		
	2007 JD 1200 Ballfield Tractor #148		
	2007 Kubota Zero-Turn Mower #149		
	2007 Kubota Zero-Turn Mower #150		
	2007 John Deere Gator 4x6 #153C		
	2013 Vermeer BC 1500 Chipper #107		
	2014 Kubota F2690 Mower #158		
	2014 Kubota F2690 Mower #159		

The FY16/17 request is for the replacement of the Servis - Rhino Gang Mower that is utilized for mowing large areas of grass throughout the growing season. Due to the increased maintenance cost and condition of the equipment, it is recommended that this equipment be replaced.

MOTOR POOL/EQUIPMENT: Future Years Project Narratives

Project: **Fleet Maintenance – Vehicle Replacement**

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$38,000	\$0	\$0	\$0	\$38,000

Project Purpose, Description and Benefit



The Fleet Maintenance Division has one pickup truck that serves a variety of duties which include picking up vehicle repair parts, responding to emergency breakdown requests, and snow removal of the parking lot at the Public Works Facility.

The following is the recommended replacement schedule for this vehicle:

Replacement Year	<u>Description</u>	Age when <u>Replaced</u>	Estimated <u>Cost</u>
FY17/18	2003 Chevy Pickup w/plow #99	14 years	\$38,000

STREETS/SIDEWALKS/SIGNALS: 5-Year Summary Overview

The Streets/Sidewalks/Signals category remains one of the priority financial commitments of the City based on the increasing needs of a growing community. The development of new roadways, expansion of existing roadway infrastructure and enhancement of the City's pedestrian sidewalk system are essential to meet the existing and future needs of Woodstock's residents. In addition, the development of a comprehensive transportation network is essential to support the economic development efforts undertaken by the City. Without sufficient transportation routes to move goods and consumers, existing businesses could choose to relocate out of the community and new businesses may not consider locating in Woodstock.

Nowhere is the impact of the growth of the community more evident than the transportation difficulties related to Woodstock's primary north-south artery – IL Route 47 – which is under the jurisdiction of the Illinois Department of Transportation (IDOT). Therefore, as will be identified in the charts, graphs, and narratives below, a heavy emphasis is placed on coordinating with other local, regional, state and federal organizations to plan and initiate improvements to IL Route 47. The City cannot, however, lose sight of the importance of ensuring that local roads and related infrastructure is maintained and/or enhanced and, as such, the Streets/Sidewalks/Signals Capital Improvement Program attempts to incorporate a balance of infrastructure maintenance and expansion projects. This is especially evidenced in the 5-Year planning period in the amount of funding being identified for the Annual Resurfacing Program.

In the following table and descriptions the acronyms MFT, STP and LAPP are commonly used. MFT refers to Motor Fuel Tax and is a population-based revenue source provided by the State of Illinois. MFT funds are restricted and can be allocated to fund pavement maintenance and resurfacing projects at the discretion of the City. STP refers to the Surface Transportation Program, a transportation funding program authorized through the United States Department of Transportation (USDOT) and the Transportation Equity Act for the 21st Century (TEA-21). The STP provides flexible funding that may be used by States and local units of government for projects on any Federal-aid highway, bridge projects on any public road, transit capital projects, and intracity and intercity bus terminals and facilities. A portion of funds reserved for rural areas may be spent on rural minor collectors. In McHenry County, STP-funded projects are reviewed and authorized through the McHenry County Council of Mayors. Finally, LAPP refers to the Local Agency Pavement Preservation Program which is similar in scope to the STP program but is derived through IDOT from a separate funding source.

In summary, the FY16/17-FY20/21 Streets/Sidewalks/Signals Capital Improvement Program, as proposed, includes thirteen (13) projects totaling \$10,565,000 over the 5-year planning period. The FY16/17 Streets/Sidewalks/Signals Capital Budget Year CIP includes nine (9) proposed projects totaling \$1,971,000 with \$1.2 million, or 60.9%, identified for the **Annual Street Resurfacing Program**. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP planning period. This is followed by graphic tables and charts identifying proposed funding levels and revenue sources. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

Projects included in the FY16/17 Capital Budget Year include: the **Bond Payment** for Lake Avenue improvements completed as part of the Wal-Mart project and McConnell Road improvements; **Annual Street Resurfacing Program** (discussed more below); **Route 47 Improvements**; **Multi-Use Path Extension**; **Route 14 IDOT Improvements**; **Safe Routes to School Program**; **Annual Sidewalk Construction and Maintenance**; **Route 47 Community Sign**; and **Gateway Signs**.

As noted above, the **Annual Street Resurfacing Program** deserves some additional attention. This project can be considered as the most important included within the Streets/Sidewalks/Signals category of the General Fund CIP. The scope of the **Annual Street Resurfacing Program** includes resurfacing, and striping existing municipal streets. While the City receives funding on an annual basis through the Motor Fuel Tax (MFT), this amount is simply not enough to keep pace with the city's resurfacing program needs. In fact, it is estimated that within the 5-year planning period only approximately 25% to 30% of the estimated funding needed will be available.

FY17/18 – FY20/21 CIP Planning Summary

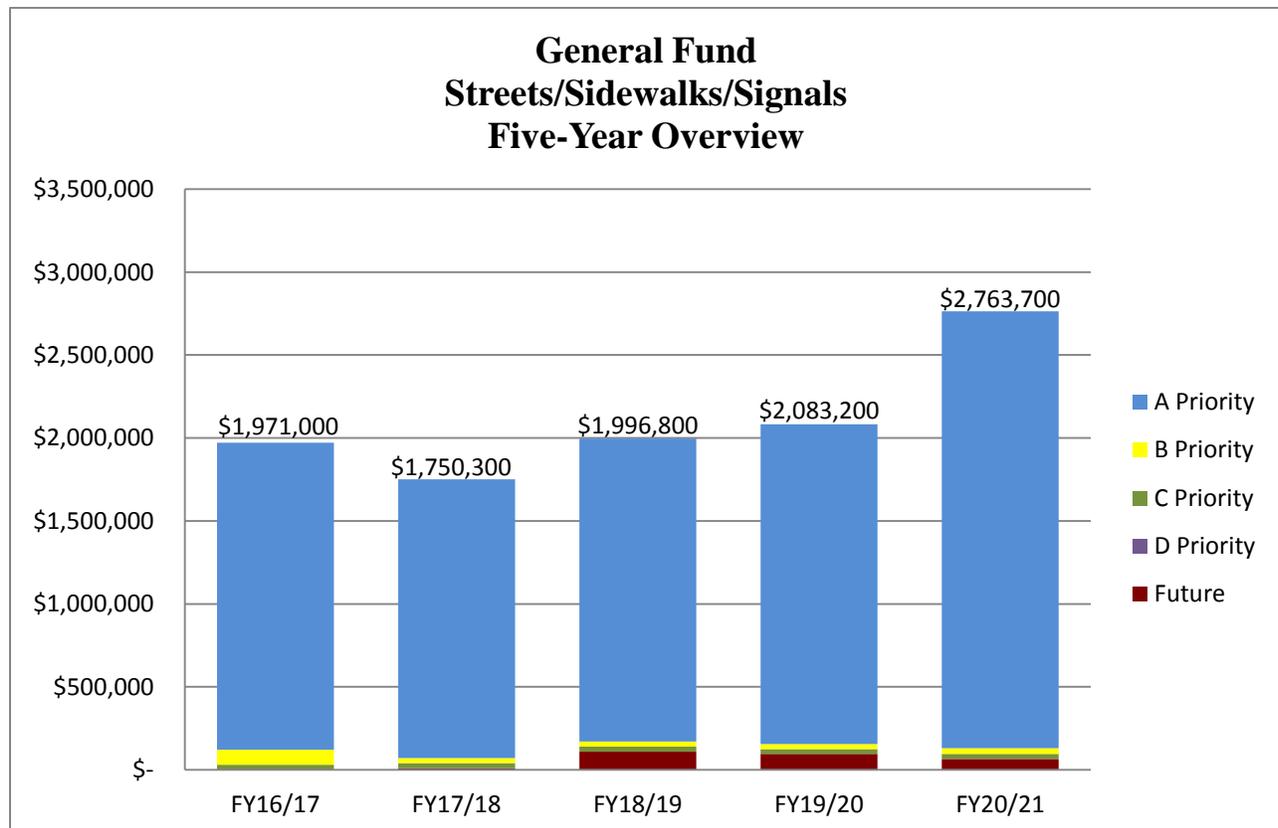
Not only will future projects within the Streets/Sidewalks/Signals category include a continued commitment to projects identified within the FY16/17 Capital Budget Year description – such as the **Bond Payments** for previous improvements, **Annual Street Resurfacing Program**, and **Annual Sidewalk Construction and Maintenance** - but other important roadway projects will also be introduced in an effort to expand the community's transportation network.

Specific to IL Route 47 Improvements, while costs are not anticipated at this time from municipal sources, the scope of work will include an IDOT Phase II study between US Route 14 and Huntley and an IDOT Phase II study between US Route 14 and Charles Road. This project will most likely require a combination of State and Federal funding to complete. On a positive note, the County has significantly escalated the priority placed on IL Route 47 within its 2040 Transportation Plan. This project now ranks in the top five transportation needs for McHenry County. In addition, the City has taken a proactive step by utilizing a professional lobbyist to secure support at the State level.

Other potential projects beyond the 5-year planning period include **Bike Routes**; **Dean Street Sidewalk**; **Pavement Management Report**; and **Roundabout Intersection Improvements**.

STREETS/SIDEWALKS/SIGNALS: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Bond Payments	A	\$125,000	\$120,300	\$126,800	\$123,200	\$128,700	\$624,000
2	Annual Street Resurfacing Program	A	\$1,200,000	\$1,300,000	\$1,400,000	\$1,500,000	\$1,600,000	\$7,000,000
3	Route 47 Improvements	A	\$60,000	\$60,000	\$60,000	\$60,000	\$660,000	\$900,000
4	Multi-Use Path Extension – Rt. 14	A	\$211,000	\$0	\$0	\$0	\$0	\$211,000
5	Route 14 IDOT Imp. – Traffic Signal	A	\$25,000	\$0	\$0	\$0	\$0	\$25,000
6	Safe Routes to Schools Grant Program	A	\$230,000	\$200,000	\$240,000	\$245,000	\$245,000	\$1,160,000
7	Annual Sidewalk Const. & Maint.	B	\$30,000	\$30,000	\$30,000	\$30,000	\$35,000	\$155,000
8	Route 47 Community Sign	B	\$60,000	\$0	\$0	\$0	\$0	\$60,000
9	Gateway Signs	C	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
10	Bike Routes		\$0	\$10,000	\$10,000	\$15,000	\$15,000	\$50,000
11	Dean Street Sidewalk – Route 14 to Hercules Road		\$0	\$0	\$100,000	\$50,000	\$50,000	\$200,000
12	Pavement Management Report		\$0	\$0	\$0	\$30,000	\$0	\$30,000
13	Roundabout Intersection Improvements		\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$1,971,000	\$1,750,300	\$1,996,800	\$2,083,200	\$2,763,700	\$10,565,000
# of Projects			9	7	8	9	8	13



STREETS/SIDEWALKS/SIGNALS: Detailed Project Narratives

Project: Bond Payments

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$125,000	\$120,300	\$126,800	\$123,200	\$128,700	\$624,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In September 2005, the City issued \$1.785 million in Alternate Revenue Bonds to finance two major roadway construction projects. Of this amount, \$850,000 was utilized to complete several roadway improvements to Lake Avenue. This project included the widening of existing lanes; construction of new turn lanes; installation of curb, gutter, and sidewalks; and storm sewer improvements. These improvements were required for the construction of the new Super Wal-Mart store. The repayment of these bonds is funded annually by a transfer from the General Corporate Fund. The estimated sales taxes generated from the Super Wal-Mart store have provided the General Corporate Fund with an adequate revenue stream that will be capable of paying the required debt payments.

In addition, the City issued \$935,000 in Alternate Revenue Bonds to complete a variety of roadway improvements to McConnell Road. This project included the widening of existing lanes; construction of new turn lanes; installation of curb and gutter; and storm sewer improvements as well as the construction of a pedestrian path. These improvements have been funded in combination through past developer contributions from the Maples (\$360,000), specifically dedicated for these improvements, with the General Corporate – CIP revenues providing for the remaining debt service payment. The repayment of these bonds are funded through an operating transfer from the General Corporate – CIP Fund.

In FY14/15, the outstanding 2005 Alternate Revenue Bonds were refunded through the issuance of 2014 Alternate Revenue Refunding Bonds; these bonds will reach final maturity in 2025.

FY16/17:

Lake Avenue	\$59,200
McConnell Road	<u>65,800</u>
Totals	<u>\$125,000</u>

Project: Annual Street Resurfacing Program

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$1,200,000	\$1,300,000	\$1,400,000	\$1,500,000	\$1,600,000	\$7,000,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



The Annual Street Resurfacing Program is one of the most important programs undertaken each year by the City. Our residents expect the City to be able to provide the necessary funding to repair and maintain streets that serve our community. A quality street system provides a sense of pride and a vision of prosperity in a neighborhood and the community as a whole. A deteriorated street system is not only dangerous to travel upon, but it also gives the impression that the community is suffering economically

and cannot make the necessary repairs.

Each year, the City would utilize the Motor Fuel Tax (MFT) fund budget to provide funding for highway maintenance, transportation improvements, resurfacing, restriping of streets and for the purchase of salt for snow and ice control. Approximately 58% of this MFT revenue is retained by the State and 21% is sent to Municipalities for their highway maintenance and improvement needs based on their population. Traditionally, the City has utilized these funds for resurfacing and striping our streets. In order to streamline the process of utilizing MFT funds on resurfacing contracts, the City did not utilize MFT funds for resurfacing this year. The review process was much quicker and managing the contract was much easier.

The City recently authorized Baxter & Woodman Consulting Engineers to prepare a pavement management report (PMR) to assess the conditions of the City's streets and develop an economical and workable street program to maintain those streets. The City currently repairs and maintains 125 centerline miles of streets. Based on the results of the PMR, it is estimated that it would cost roughly \$69.0 million to complete all roadway maintenance on all City streets in 2016. In addition, the report estimated that the City would need to increase its annual roadway maintenance budget to \$4.0 - \$5.0 million to maintain the current level of the City's street conditions. A recommendation was made in the PMR that the City consider other federal funding sources, in addition to those funds currently provided by the City, to help reverse this trend.

Project: Route 47 Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$60,000	\$60,000	\$60,000	\$60,000	\$660,000	\$900,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The City Council has identified transportation as a priority for the community with an emphasis directed toward the improvement of Illinois Route 47 through Woodstock. While this roadway is under the control and jurisdiction of the Illinois Department of Transportation (IDOT), the City realizes that intergovernmental cooperation and support from the local community, County, State, and Federal Agencies is necessary to plan and implement both regional and local improvements to this highway.

Background

The Five Year plan for roadway improvements along Illinois Route 47 has been established through planning and goal setting sessions with the City Council and the Woodstock Transportation Commission. A document was presented to the City Council in January 2006 which was developed to help explain the City's goals and objectives to County, State, and Federal elected officials and various planning agencies who will be responsible for the long-term planning of the State highway. This presentation booklet helped to provide an illustrative explanation of the City's intent and a written record which could be used as reference material by all decision makers. The concept of this approach was for the City to prepare an overall master plan for necessary improvements to this portion of Illinois Route 47. If any of the projects are then to move forward, the City could assume the responsibility for planning, design, and right-of-way acquisition.

Following the master plan guidelines that the City has established for the overall Route 47 corridor improvement plans, the City's consulting engineers, Hampton, Lenzini & Renwick (HLR) were contracted to prepare a Phase I report (first step in planning process required for federal funded roadway projects) for the widening and improvement of Illinois Route 47 from McConnell Road to Country Club. These project limits were identified with the STP application approved by the McHenry County Council of Mayors which was then coordinated with the IDOT Programming section.

In May 2008, the City learned that the Federal Highway Administration and IDOT were not willing to accept the project limits (McConnell Road to County Club Road) as proposed by the City and required the limits of the Phase I study be expanded to include Route 47 from Rt. 14 to Rt. 120. Therefore, based on the recent requirement to expand the study limits, the City could not proceed with the current project without losing the \$1 million of STP funds

that had been earmarked to pay a portion of the construction cost.

IDOT initiated the process of preparing a Phase I study for Route 47 from U.S. Route 14 north to Charles Road. IDOT's Phase I study is the mandated first step in the planning process for any highway improvement utilizing State or Federal funds for construction. Through this process, the State will establish the general roadway improvement goals for the entire length of the study area, establish geometric standards, and establish specific intersection and signalization improvements. The State will also identify environmental conditions and impacts, and identify right-of-way and easement needs based on projected 2030 travel demands.

In October 2013, it was learned that IDOT's 2014 Annual Highway Improvement Program included \$1.0 million for Phase II (design) Engineering on IL Route 47 from Charles Road to U.S. Route 14. The project has been split into two segments with one project focusing on Route 47 from U.S. Route 14 to a point north of IL Route 120 and the other continuing from north of IL Route 120 to Charles Road. Consultant firms were selected by IDOT's Consultant Selection Committee in October, 2013 and in accordance with the advertisement, firms have 24 months to complete each project. The advertisement further states that there will be a 10-foot shared path on the east side of Route 47 and a 5-foot sidewalk on the west side. While funds for construction work at the State level are expected to remain tight, the necessary planning effort to get to the construction stage has been initiated and it represents a very critical accomplishment. Preliminary estimates for land acquisition and construction of improvements on Route 47 from U.S. Route 14 to Charles Road is \$220 million.

The City will continue its outreach efforts. In the meantime, City staff has met with representatives from Senator Durbin's Office, Congressman Hultgren, Union Pacific (UP), and McHenry County. Most recently, McHenry County DOT released their 2040 Long Range Transportation Plan. At the beginning of the process, a survey was initiated and three transportation projects with local impact topped the list of projects that should be a top priority in McHenry County. One of those projects was IL Route 47 improvements from U.S. Route 14 to Charles Road and another was IL Route 47 from Reed Road in Huntley to U. S. Route 14. This type of publicity will only serve to garner more support and recognition of civic leaders and elected officials.

While capacity improvements to Illinois Route 47 in Woodstock remain a high priority for the community, the scope and size of these improvements are substantially beyond Woodstock's ability to fund as local improvements. From a financial view, the City must wait on IDOT to obtain federal and state funding. Construction costs are tentatively projected in FY20/21 to cover a portion of the cost of the signalization improvements, streetlights, multi-use path, sidewalk, and services related to construction layouts and engineering inspections.

Project: Multi-Use Path Extension – Route 14

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$211,000	\$0	\$0	\$0	\$0	\$211,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



The Illinois Department of Transportation's proposed highway plans for the reconstruction and addition of lanes to U.S. Route 14 from W. Lake Shore Drive to Lucas Road included the installation of a 10' wide multi-use path. The limits of this project left a 1,400 foot gap from the existing multi-use path on Lake Avenue and the new multi-use path along the north side of U.S. Route 14. This would force path users to leave the safety of the path and traverse the gap along the shoulder of this major highway. This gap created an unsafe condition for the users.

To eliminate this problem, the City entered into an agreement with the McHenry County Conservation District, County of McHenry, and IDOT to construct an additional segment of this path along U.S. Route 14 from Lake Avenue to W. Lake Shore Drive. Under this agreement, the City agreed to pay for the preparation of the engineering plans and specifications, receive bids, award the contract and provide construction inspection services. The County and IDOT agreed to pay for 100% of the construction costs and the McHenry County Conservation District would provide all future maintenance costs of the path.

One condition of this agreement was that the State will reimburse the City for 80% of the cost associated with the construction of this path after the project is completed. The County is responsible for paying the remaining 20% local match of the construction costs. The engineer's original estimate for the construction of this path was \$250,000. Therefore, the State would be responsible to reimburse the City up to \$200,000 for this project. If the final construction costs exceeded \$250,000, the State would have to approve funding for any reimbursement of costs above the initial \$200,000 commitment.

The plans have since been finalized and the new engineers estimate is \$263,000. If approved, the State would then reimburse the City for \$211,000 once the project is complete. If the final contract costs are higher yet, the State would also have to approve additional funding. The approval for additional funding in excess of \$200,000 is not guaranteed.

Funds are requested within the FY16/17 budget to pay for the construction of the State's portion of the multi-use path. Once completed, the City would seek reimbursement from the State for their obligated portion of the construction costs.

Project: Route 14 IDOT Improvements – Traffic Signals

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$25,000	\$0	\$0	\$0	\$0	\$25,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



The Illinois Department of Transportation (IDOT) awarded a contract to Plote Construction, Inc. on September 12, 2014 in the amount of \$25,281,880 for the reconstruction and widening of 3.93 miles of U.S. Route 14 from West Lake Shore Drive to Lucas Road. The project began on October 13, 2014 and is estimated to be completed in November, 2016.

On August 5, 2014, the City Council approved a Joint Agreement with IDOT which outlined the costs that the City will bear to relocate existing utilities, make improvements to the traffic signals at Doty Road and at West Lake Shore Drive, make upgrades to the emergency vehicle pre-emption signals, install a new traffic signal at Lake Shore Drive and for construction layout and engineering services. The joint agreement required the City to pay the State a lump sum amount equal to 80% of its obligation upon award of the contract. That amount was estimated to be \$89,194. The remaining 20% is due to the State upon completion of the project and is based on the final cost of construction. The estimated completion date for the entire project is November, 2016. It is at that time that the City will be invoiced for an amount, which is estimated to be slightly less than \$25,000.

Project: Safe Routes to Schools Grant Program

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$230,000	\$200,000	\$240,000	\$245,000	\$245,000	\$1,160,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The City has been successful in obtaining grant funds for a third project under the federally-funded Safe Routes to Schools program. Through this grant program, 80% of construction and construction engineering costs are funded through the federal government with the remaining 20% paid by the City. Projects are limited to a maximum of \$200,000 and the City will have to bear the cost of design engineering. This newly-funded project is moving forward and the City plans to remain vigilant in submitting applications in future grant cycles. The following is an anticipated plan for consideration of SRTS grant funding cycles

during this planning period and beyond:

FY16/17 – Funds are requested to pay 20% of the construction and construction engineering costs associated with a project already approved for construction under the 2014 application cycle. This project involves constructing new sidewalk on Tappan, Meadow, Summit, Clay, and Walnut. Sidewalk to be constructed will serve to fill gaps where there is no sidewalk on either side of the proposed construction. In addition, funding is requested to pay for design engineering for new sidewalk on the east side of Dean Street from Ridgewood to Kimball. This project will require the acquisition of right-of-way from two property owners on Dean Street whereby right-of-way was never dedicated.

FY17/18 - Funds to pay for the construction of both new and replacement sidewalk and construction engineering on the east side of Dean Street from Ridgewood to Kimball. In addition, funding is requested to pay for the design engineering for new sidewalk on Kimball Avenue from Lake Avenue to Dean Street.

FY18/19 - Funds to pay for the construction of both new and replacement sidewalk and construction engineering on Kimball Avenue from Lake Avenue to Dean Street. In addition, design engineering involving new sidewalk along Tappan Street from Meadow to Greenwood.

FY19/20 - Funds to pay for construction and construction engineering for new sidewalk along Tappan from Meadow to Greenwood. In addition, design engineering involving new sidewalk on Greenwood from Tappan to Wicker (100% City cost - est. \$45,000)

FY20/21 - Funds to pay for construction and construction engineering services for new sidewalk on Greenwood from Tappan to Wicker. In addition, design engineering involving new sidewalk on Greenwood from Tappan to Seminary.

Beyond FY20/21

- Funds to pay for construction and construction engineering for new sidewalk on Greenwood from Tappan to Seminary.
- Funds to pay for design engineering, construction, and construction engineering for new sidewalk along Tappan Street from Bagley north to Willow.
- Purchase of necessary ROW for the construction of sidewalk or recreational path along Dean Street from Route 14 to Hercules Road.
- New sidewalk on Dean Street from Prairie Ridge Drive to U.S. Route 14 and pedestrian crossing at U.S. Route 14.

SRTS is a reimbursable grant program so the City will need to front the cost of construction engineering services then submit for reimbursement through IDOT. Once IDOT has approved the design, construction costs up to 80% of the total will be paid directly through IDOT.

Project: Annual Sidewalk Construction and Maintenance

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$30,000	\$30,000	\$30,000	\$30,000	\$35,000	\$155,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



A goal in Woodstock's Vision 2020 plan is to provide safe and convenient sidewalks for pedestrians. This includes sidewalks for children to walk to/from schools, and access to parks and recreation facilities. In addition, it includes sidewalks so pedestrians can get safely to/from the downtown and their neighborhoods, for access to shopping without driving, for recreation, to enjoy a leisurely stroll, and much more. The

City has completed several programs in the past to properly maintain sidewalks such as the "Safe Routes to Schools" sidewalk construction, maintenance of sidewalks in the downtown TIF district, annual replacement of hazardous sidewalk, and past programs for sidewalk cost sharing with residents. These efforts and the related funding should be continued and increased, if financially possible.

Based upon amounts that have been appropriated in years past, and the amount of work that can be completed during the construction season, it is recommended that funds be appropriated annually utilizing the following general priorities:

1. Repair and/or removal of hazardous sidewalk where a pedestrian accident has

been reported to the City or where a hazardous sidewalk condition has been reported;

2. Repair and/or removal of hazardous sidewalk within three blocks of a school or along a designated school walking route;
3. Repair and/or removal of hazardous sidewalk within three blocks of a park or recreational facility;
4. Construction of new public sidewalk to fill in missing gaps within three blocks of a school or along a designated school walking route;
5. Construction of new public sidewalk to fill in missing gaps within three blocks of a park or recreational facility; and
6. Construction of new public sidewalk to fill in missing gaps based on recommendations from the Woodstock Transportation Commission regarding priority locations.

Techniques used to remove hazards may include but not be limited to: physical removal & replacement, saw cutting, and/or mud jacking.

Project: Route 47 Community Sign

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$60,000	\$0	\$0	\$0	\$0	\$60,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit	
	<p>The City needs to construct a new, more efficient community information sign on Route 47. The current sign is aging, not electronic, and each week numerous man hours go into updating the message on the sign. This sign is used by the City and community organizations to provide timely reminders and information to the general public.</p> <p>Because of the age of the sign and it not being electronic, the numbers, tracks, lights, and the cabinets will need to be replaced. We are requesting the funds necessary to complete the changes to the sign to allow for more efficient operations and the ability to remotely update the sign. This will allow staff to quickly update the sign in the event of an emergency or have multiple messages displayed in the same timeframe.</p>

Project: Gateway Signs

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



In FY13/14, the City hired a consultant to develop a standard for gateway/ directional signs to guide visitors from the community's major thoroughfares to the downtown area. Some signage was installed around that time but the City is in the process of rebranding itself which may result in a change in the design standards.

Future Gateway signage is recommended to be constructed at the intersections of Rt. 14 & Dean Street (FY17/18); Rt. 47 @ Lake Avenue (FY18/19); Rt. 47 @ Calhoun Street (FY19/20); and Rt. 47 @ Rt. 120 (FY20/21). One of these signs is expected to be installed on the Harley-Davidson property adjacent to Rt. 47 in FY16/17, welcoming visitors to the City of Woodstock. Harley-Davidson has agreed to give the City up to \$5,000

toward the construction of this sign with the property around the sign donated and conveyed to the City to allow for future maintenance. Signs are expected to include a stone foundation with iron lattice on top of the sign similar that which has been installed at the entrances to the Park-in-the-Square featuring the City's logo. Appropriate landscaping will accompany and enhance the sign. This request can be quantified as follows:

- FY16/17 - Construction of a gateway sign at Harley-Davidson (\$30,000)
- FY17/18 - Gateway signage at Rt. 14 & Dean Street (\$30,000)
- FY18/19 - Gateway signage at Rt. 47 & Lake Avenue (\$30,000)
- FY19/20 - Gateway signage at Rt. 47 & Calhoun Street (\$30,000)
- FY20/21 - Gateway signage at Rt. 47 & Rt. 120 (\$30,000)

STREETS/SIDEWALKS/SIGNALS: Future Years Project Narratives

Project: Bike Routes

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$10,000	\$10,000	\$15,000	\$15,000	\$50,000

Project Purpose, Description and Benefit



Woodstock’s Transportation Commission presented the City Council with its first Master Bicycle Plan in December 2009, and it was accepted and approved as a planning document for future implementation.

In the Implementation Section of the Master Bicycle Plan it states that the City should make every effort to install and provide for the installation of bicycle facilities as part of other, scheduled infrastructure improvements. “Maintaining the current level of

bikeway activity and programs will not fulfill the visions and goals that the Woodstock community has for completing a bicycle network.”

As a result of the slow housing market, there is little hope that new bicycle paths will be created anytime soon by the private sector. Results from the review of the plan may include a recommendation to reorganize existing roadways to include bike lanes. This work could be coordinated with volunteer groups. Low-cost options such as pavement markings and signs provide the community with the best opportunity for a basic, inexpensive bicycle network in the short term.

Funds are requested beginning in FY17/18 to put into place those recommendations of the Transportation Commission that are economically feasible, provide the greatest benefit to the community at large, realistic, and supported by the City Administration. If approved, these funds could also be used in conjunction with another program, (e.g. Resurfacing) to stripe or pave a bicycle path if an opportunity exists.

Project: Dean Street Sidewalk – Rt. 14 to Hercules

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$100,000	\$50,000	\$50,000	\$200,000

Project Purpose, Description and Benefit



Woodstock Community Unit School District 200 provides bus transportation to most students living north of Route 14 who attend one of the schools located in the Apple Creek subdivision. However, some students elect to walk or ride a bicycle to/from school. Dean Street between Hercules Road and US Route 14 is a non-curbed street with higher travel speeds than most City streets, and the City

has been asked by a number of parents to construct sidewalks to/from the school.

Currently, a portion of this roadway is outside of the City limits and not under the City’s jurisdiction. A joint agreement would have to be prepared with the City and the township to complete improvements along this portion of Dean Street. In addition, this segment of Dean Street allows public roadway use by ‘prescription’, and the right of way has not been dedicated. As a result, the City would have to obtain dedicated right of way and/or new easements specifically allowing public access and a pedestrian sidewalk prior to construction.

The proposed improvement would include sidewalk or paved path along only one side of Dean Street and would also have to include ditch excavation, right of way grading, and culvert pipes to accommodate drainage within the right of way. The funds requested do not include any pedestrian crossing improvements across US Route 14.

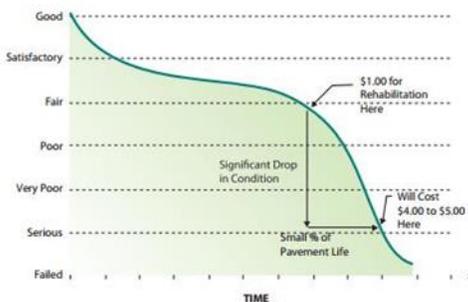
If funded, the project would include negotiation of an intergovernmental agreement with the township in FY17/18, design engineering and acquiring easements and/or right of way in FY18/19, obtaining IEPA and Army Corp permits for wetland impacts in FY19/20 and FY20/21, and then construction (est. \$500,000) in FY21/22.

Project: Pavement Management Report

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$0	\$30,000	\$0	\$30,000

Project Purpose, Description and Benefit

FIGURE 2
Typical Pavement Lifecycle Curve



The City has been able to increase funding for street maintenance and resurfacing improvements over the past few years. This increase in funding shows the commitment made by the Mayor and City Council to the proper maintenance of the street infrastructure, and also their commitment to residents for the provision of proper maintenance of streets in all neighborhoods in Woodstock.

As shown with other CIP submittals for the current five-year planning period, that level of funding is anticipated to continue beyond the amount needed

to simply respond to immediate and urgent needs each year. It is now the City’s responsibility to implement best management practices to better ensure that the roadway funds are spent in the best manner possible and that the annual programs are based on a managed system that fairly sets priorities and objectives each year.

In order to maximize the effectiveness of monies spent for annual street maintenance and rehabilitation, funds were appropriated in FY14/15 to hire an engineering consulting firm to prepare a formal pavement management program and evaluation report. The purpose of this program is to assess the condition of the City’s streets and develop economical and workable street programs to maintain those streets over the next several years. This report will be

utilized each year to schedule rehabilitation on targeted streets immediately before their condition rapidly declines and becomes far more expensive in the future to repair.

Staff can update the report internally for a period of three to four years but there will come a time when it will be beneficial for the City to have its consultants refresh the original database with up-to-date information regarding work completed and changes in street conditions over time.

Project: Roundabout Intersection Improvements

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit



The Tax Increment Financing portion of this Five-Year CIP includes a recommendation to construct a roundabout intersection at Madison/Lake/South Street. When properly located and designed, roundabouts can improve traffic flow, reduce accidents, reduce delay time for motorists, and improve air quality. There are other locations outside of the TIF District that could be improved with the

construction of a roundabout to replace existing stop-controlled intersections. However, any future projects should not be initiated until the first roundabout intersection has been completed, and the City has the opportunity to consider public feedback and the success of that project.

Following the completion of the aforementioned intersection improvement, the City should evaluate the following locations for possible roundabout intersection improvements:

- Ware Road and Raffel Road;
- Country Club Road and Bull Valley Drive; and
- Greenwood Avenue and Wicker Street.

STORMWATER MANAGEMENT: 5-Year Summary Overview

The City maintains over 83 miles of storm sewers and 2,187 storm sewer inlets, with the majority of this infrastructure now more than 50-years old. Routine maintenance is necessary on an annual basis to address necessary repairs and areas that will require replacement. In addition to the annual maintenance, the City does receive requests from residents each year to improve drainage in the public right of way. This may include locations where water stands in the right of way for an extended period of time, areas of inadequate drainage that results in runoff flowing from the public right of way to private property, or locations where a storm sewer needs to be extended to allow the property owner to correct drainage problems on their property. These are essential services that the City is expected to provide as part of our ongoing responsibility to ensure reasonable drainage of the public right of way.

The City is responsible for ensuring that existing public stormwater management infrastructure is properly maintained. The City consistently receives requests from individual residents, or small groups of residents, to undertake projects which will relieve their properties of stormwater management concerns. Unfortunately, as identified subsequent to the August 2007 flood event, the cause of many of these problems relates to the topography of individual parcels or adjacent parcels and/or private-property improvements which have resulted in increased stormwater detention onto their respective private properties. As such, the primary focus for the Stormwater Management – CIP must remain the implementation of public projects which benefit larger areas of the community and not individual properties.

In summary, the FY16/17-FY20/21 Stormwater Management Capital Improvement Program, as proposed, includes six (6) projects totaling \$1,240,000 over the five-year planning period. The FY16/17 Stormwater Management Capital Budget Year - CIP includes four (4) proposed projects totaling \$180,000. The following section provides a summary narrative of the projects included in the FY16/17 Capital Budget Year and then the remaining FY17/18 through FY20/21 CIP planning period. This is followed by graphic tables and charts identifying proposed funding levels. Finally, detailed project narratives are provided which identify the specific goals and outcomes of each proposed project.

FY16/17 Capital Budget Year Highlights

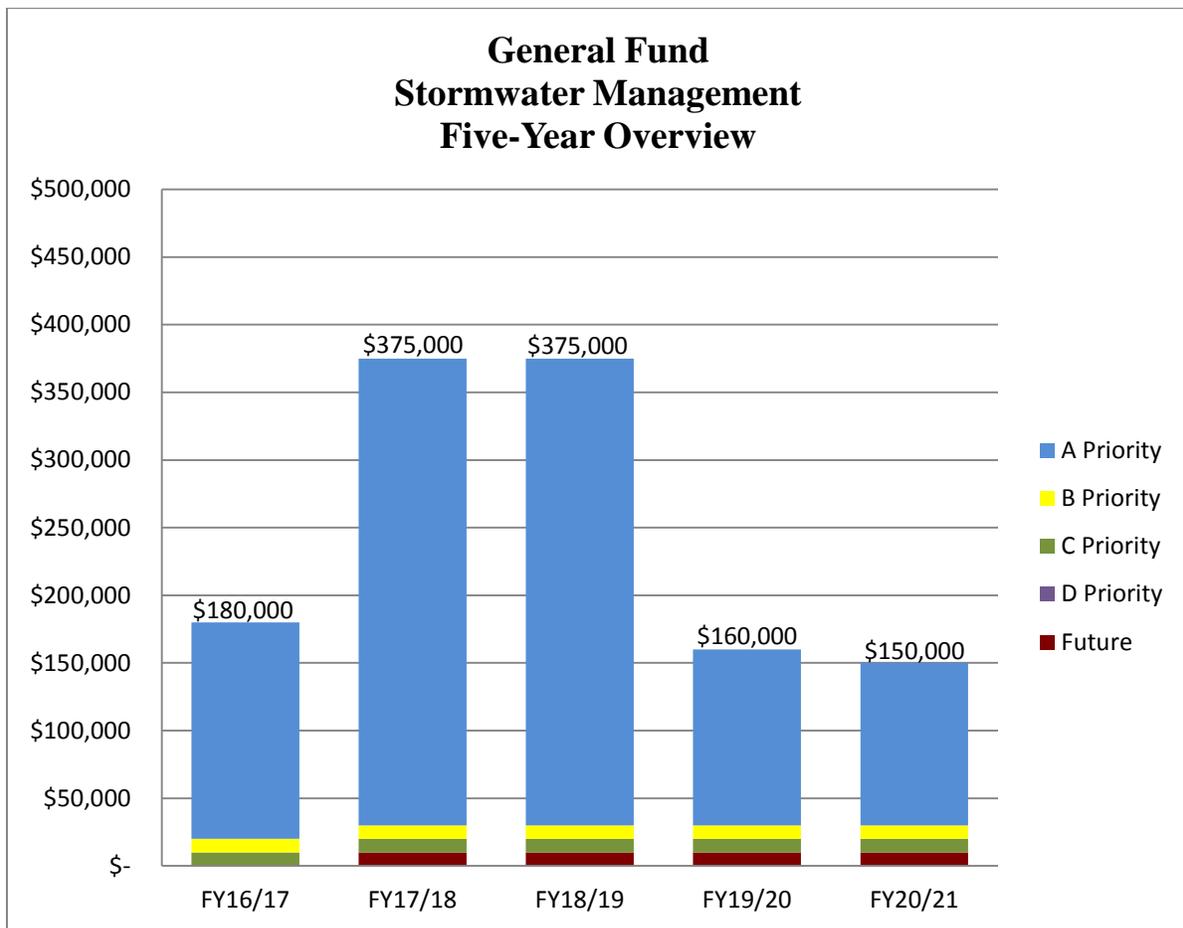
As previously stated, four (4) projects are proposed for funding consideration in FY16/17. The first, **Storm Sewer Improvements**, provides funding to complete a variety of stormwater improvements in response to the past flooding of homes and buildings. In FY16/17 this project will include the construction of improvements for the Walnut/Ash neighborhood which is being funded through grants. The remaining projects include **Detention and Retention Basin Maintenance, I&I Flood Reduction Improvements, and Storm Sewer System Compliance (MS4)**.

FY17/18 – FY20/21 CIP Summary

In addition to continuing and/or completing the projects identified above, the remaining projects included in the Stormwater Management Fund are, for the most part, to address various neighborhood or more regional stormwater management issues throughout the community.

STORMWATER MANAGEMENT: Recommended Projects & 5-Year Summary

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Storm Sewer Improvements	A	\$120,000	\$120,000	\$120,000	\$100,000	\$100,000	\$560,000
2	Detention and Retention Basin Maintenance	A	\$40,000	\$225,000	\$225,000	\$30,000	\$20,000	\$540,000
3	I & I Flood Reduction Improvements	B	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
4	MS4 Storm System Compliance	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
5	Stormwater Management Programs		\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
6	Zimmerman Road		\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$180,000	\$375,000	\$375,000	\$160,000	\$150,000	\$1,240,000
# of Projects			4	5	5	5	5	6



STORMWATER MANAGEMENT: Detailed Project Narratives

Project: Storm Sewer Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$120,000	\$120,000	\$120,000	\$100,000	\$100,000	\$560,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

The Department of Public Works is responsible for the maintenance and repair of over 83 miles of storm sewers and more than 2,100 storm inlets. Much of this infrastructure is more than 50-years old and annual repairs and/or maintenance is necessary. Some of this maintenance can be completed in-house; however, in doing so, our employees cannot provide other essential services to our residents. Because of this, funds must be appropriated each year to repair and/or replace older infrastructure that has failed and is no longer capable of providing the volume of runoff generated during a severe storm event.

The City also receives requests each year from residents who want to improve the drainage within the public right-of-way in front of their homes and/or where water may pond on private property due to the lack of a nearby storm sewer in the public right-of-way. The City has a responsibility to the residents to provide proper drainage within the public right-of-way. City staff are constantly looking into ways to improve our current drainage system and provide an opportunity to expand our storm sewer system to offer further future benefits to our residents.

The following storm sewer projects, listed in order of priority, are located in areas that have experienced various levels of flooding, stormwater backups and some damage to private and property properties during and after heavy rainfall events:

FY16/17 and FY17/18: The Walnut/Ash neighborhood stormwater management project is a projected 3-year project that will significantly reduce neighborhood flooding during periods of heavy rainfall. This project was awarded a grant in 2015 totaling \$250,157 through the Federal HUD sponsored Community Development Block Grant (CDBG) program, which is administered annually by the McHenry County Planning & Development Department. The City committed \$60,000 in the FY15/16 budget toward the Phase 1 construction costs. Although not guaranteed, the City is hoping to receive an additional \$500,000 from the CDBG program in FY16/17 and FY17/18 to pay the construction costs to complete the remaining two phases of this project. Such continuing projects become CDBG funding priorities in subsequent years to ensure the project's successful completion. Funding is requested to pay construction supervision/engineering costs for the remaining two phases of this project.

FY18/19: Funds are requested to prepare engineering plans, specifications and pay construction costs for the relocation of an old storm sewer that is located in the rear yards of several private properties leading from Dean Street to Jefferson Street (just north of Lawrence Avenue). The City first experienced a failure of the storm sewer in 2013 when blockages and collapsed piping resulted in several rear yards being flooded and backups occurring adjacent to garages and houses. The exact location of this storm sewer was unknown and it has since be determined that several structures and decks have been built over it. Access to the sewer for repairs, maintenance and cleaning is impossible at most locations due to the limited space available for trucks and/or equipment. In addition, there are no maintenance easements over this storm sewer. The City would like to increase the size of the new sewer and construct it in the Lawrence Avenue right-of-way so that it can be easily accessed for cleaning and maintenance. The old storm sewer would be abandoned in place once the new sewer was installed.

FY19/20: Funds are requested to prepare engineering plans, specifications and pay construction costs for the replacement of a 21" storm sewer in the 1900 Block of Julie Street that has failed resulting in drainage problems within the City right-of-way and on private property. Funds will also be used to replace and upsize a 6" storm sewer located on private property near the rear of the Public Library and ultimately discharging to a storm sewer on Lincoln Avenue. This is a very old storm sewer that is undersized, filled with tree roots and difficult to access due to space limitations adjoining an old tree line. It is not located within any known utility easements. It plugs easily and cannot handle larger volumes of water during heavy rainfall events resulting in rear yard flooding that has threatened structures. This project would be engineered and constructed by City staff. For the past several years, stormwater has flowed over Zimmerman Road during moderate rainfall events due to backups that have occurred in the downstream storm sewer pipes. Some of these pipes are misaligned, separated and are full of tree root growth. Additionally, this causes flooding of the intersection fo McConnell Road and Route 47. Funds were approved in the FY14/15 budget to complete a field inspection of the existing storm sewer. Funds would be used in the FY19/20 budget to complete the preparation of detailed engineering plans and specifications for needed repairs and/or relacement of the existing sewer line.

FY 20/21: Funds are requested to construct the storm sewer improvements along Zimmerman Road.

Project: Detention and Retention Basin Maintenance

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$40,000	\$225,000	\$225,000	\$30,000	\$20,000	\$540,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit

One of the most important parts of a stormwater management system within any community involves the design and location of detention and retention basins. Without these basins, large volumes of stormwater that is generated during a heavy rainfall event would run overland causing storm sewers to surcharge and streams to overtop, leading to regional flooding and property damage. Detention basins are strategically located and designed to collect water, hold it for a designated period of time, and slowly release it thru a controlled outlet where it can flow downstream to a receiving channel, stream or lake. Retention basins are designed to hold the water and release it into the underground soil typically thru a porous medium without the benefit of an outlet pipe.

In 2010, the Department of Public Works completed an inventory of the existing detention and retention basins within the City and determined that there were 102 privately-owned basins and 9 publically-owned basins. Privately-owned basins are those located on privately-owned property or within common property owned by a Homeowners Association (HOA). Whether they are private or public basins, they are to be maintained on a regular basis by the entity which owns them. The following 9 detention basins are currently owned and maintained by the City:

- Bates Park
- First Street
- Kimball Avenue/Bunker Street
- Lake Avenue @ Cobblestone Way
- Woodstock Public Library
- Mary Ann Street
- Merryman Fields Park
- Edgewood Drive (Pond #3)
- Raintree Park

Regular maintenance is necessary if these basins are to function properly during a heavy rainfall event. The purpose of the 2010 inventory was to collect design data on each basin (both public and privately-owned basins) and put it into one document for quick access. The various components in each basin that require regular maintenance are noted within this document. These components include information on inlet/outlet piping, spillway construction, location and sizing of restrictor pipes and inlet/outlet grates. The document shows areas where erosion control may be required, where silt and sediment may deposit and need to be removed and where minor regrading/shaping of the basin may be necessary

in order to reduce ponding of water in the bottom of the basin.

FY16/17: Silt and sediment has accumulated in the bottom of the Raintree Park detention basin. This material has plugged the underdrain system, causing areas to remain wet, which, in turn, stimulates the growth of invasive species. The amount of silt accumulation is substantial and has reduced the amount of available stormwater storage. The City contracted to have approximately 1/2 of the material removed in the Fall of 2015 and additional funds are requested to complete the silt removal process and have the material trucked to a approved landfill disposal site in 2016.

FY17/18 & FY18/19: The detention basins adjacent to Merryman Fields Park has lost a considerable amount of storage capacity due to the accumulation of silt. In addition, the flared end section on the outlet control pipe was removed several years ago and should be reinstalled in order to help prevent erosion around the outlet pipe. Funds are requested to remove this silt and sediment and re-establish the original stormwater storage capacity which has been lost.

FY19/20: Since its construction in 2009, the permeable paver surface on the overflow parking lot at the Public Library has experienced some minor settlement in a few specific areas. This parking surface is supported by a stone layer that was constructed over an underlying underdrain system. The underdrain system collects stormwater runoff from the surface of the parking lot and also serves as a detention basin for water that would normally pond in the street during heavy rainfall events. Funds are requested to televise the underdrain piping to see if joint displacement may be causing the surface settlement. If displacement is noted, funds are requested to make the necessary repairs.

FY 20/21: Funds are requested to complete routine maintenance on each of the nine (9) detention basins owned by the City. Most of these basins have never had any maintenance work done, since they were constructed.

Project: I & I Flood Reduction Improvements

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In 2009, the City completed a Sanitary Sewer System Evaluation Study (SSES) that investigated the impact of infiltration and inflow on a major portion of the City’s sanitary sewer system. Since that study evaluated the impact of surface water and groundwater on the sanitary sewers, it did include an assessment or recommendation pertaining to storm sewers. This “I/I and Flood Reduction Improvement” CIP request has been created as a

means to specifically identify and prioritize proposed stormwater improvements that are in response to the past flooding of homes and buildings, minor flooding of streets, and short periods of storm sewer backups, but does not address standing water in yards. Recommended improvements include the installation of additional storm sewer inlets, ditch and culvert improvements, construction of drainage swales, pipe and inlet cleaning, and the replacement of some existing inlets.

Project: MS4 Storm System Compliance

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Each year, the City is required by State law to follow the IEPA's program entitled Municipal Separate Storm Sewer System (MS4). Under this program, the City is required to obtain an NPDES stormwater discharge permit from the State and to set measurable performance goals and standards to improve the quality of stormwater discharge. The six (6) specific control measures that must be implemented and "tracked" by the City as a condition of this permit are as follows:

- Public education and outreach
- Public participation and involvement
- Illicit discharge detection and elimination
- Construction site runoff control
- Post construction site runoff control
- Pollution prevention/good housekeeping for municipal operations

The City already achieves many of our performance goals and standards by following the "Best Management Practices to Protect the Quality of Stormwater" outlined in our Stormwater Management Master Plan, we provide educational flyers for our residents on various ways to protect our surface and ground water from harmful pollutants, we follow the requirements of our "Stormwater Ordinance" and are a certified community for McHenry County, we implement an adopt-a-highway program, we implement an annual street sweeping program, we provide contact information on our City website for residents who have stormwater questions, we publish articles in our City Manager newsletter on how to keep pollutants out of our stormwater, we provide emergency response to spills within the right-of-way, we monitor low flow discharges for illicit materials and we sample and test our stormwater at the northside sewage treatment plant to document water quality.

The most recent audit of the City's program, which was completed in November 2014, recommended some minor changes to our program. Some changes have already been made

and others will be made prior to the end of FY15/16. It is anticipated that compliance with these permit regulations will require the use of consulting services in the future to remain compliant with this mandated program.

Funds are requested to pay for possible consulting services, as needed. In addition, funds are requested to remove debris that has accumulated in front of the outlet pipes. Several of the stormwater discharge locations are adjacent to creeks and wetlands where access is difficult due to tree growth. This overgrowth of trees and accumulation of debris should be removed and access provided. It appears that none of these discharge pipes have had any maintenance provided since they were installed.

STORMWATER MANAGEMENT: Future Years Project Narratives

Project: Stormwater Management Program

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000

Project Purpose, Description and Benefit
<p>A reliable, well functioning stormwater management system must be maintained on a regular basis if it is to function properly during heavy rainfall events. The entire system must be reviewed after each rainfall event to see how the system performed and what improvements could be made to increase its effectiveness. Since each rainfall event is different, the City is constantly trying to improve the system's reliability by reviewing and updating the City's design and management policies.</p> <p>It is not unusual for the City to receive requests from residents asking that the City make repairs to drainage swales and outlet control pipes, provide minor regrading to eliminate standing water or to provide some type of bank stabilization where erosion has occurred. Most of these repair requests involve privately-owned improvements where the owners were not aware of their maintenance responsibilities, how often the basin should be inspected or who they could contact when a repair involves professional assistance.</p> <p>When these systems are not maintained on a regular basis, they fail prematurely and cause additional flooding to adjoining properties. Failure is typically caused by plugged outlet pipes, debris in the basin which prevents water from draining to the outlet pipe and causes standing water, mosquitoes, broken or missing restrictor piping, and erosion, that can also undermine the outlet structure causing pipe joint displacement. It is incumbent upon the City to inform the residents and Homeowners Associations (HOA) of their maintenance duties and responsibilities. They must have a basic understanding of how the basin was supposed to function so they can determine if it is not functioning properly. If this is not conveyed to the basin owners, the City could continue to experience major flooding during heavy rainfall events.</p> <p>This program is intended to provide the following: 1) inspect each privately-owned basin; 2) create an inventory of maintenance duties and site specific concerns; 3) meet with the individual property owners or HOA's and discuss their maintenance duties and responsibilities; and 4) inform them that the City will conduct an annual inspection to verify that they have been providing the required annual maintenance and inform them of the penalties for not complying.</p> <p>Once the list of maintenance duties and site specific concerns are completed for each basin, the City Council will be asked to provide direction as to what specific responsibilities will be placed on the individual homeowners or HOAs and what penalties should be levied for not completing the annual maintenance work. If the Council decides that the City should ultimately be responsible for maintenance of all basins, the Council may consider forming a</p>

Special Service Area (SSA) and utilize revenue generated from user fees to finance this work.

The following is a brief outline describing how the program could be completed as well as the associated costs for the following period.

FY 16/17: (\$0) Complete an inventory of all existing stormwater detention and retention basins to determine site specific maintenance requirements and responsibilities. Research would be required to determine ownership and maintenance responsibilities of each basin. Some basins have multiple owners, some have HOAs and some have no HOAs.

FY 17/18: (\$10,000), FY 18/19: (\$10,000), FY 19/20: (\$10,000), FY 20/21: (\$10,000) The City's goal is to forward a list of maintenance responsibilities to at least 25% of the owners each year and request that they complete the necessary maintenance work by a specific date. If a HOA is involved, a longer deadline may be considered to allow them time to develop their own budget and determine how to best finance the maintenance work. Where no SSA exists, the City may consider forming an SSA to fund the work. The development of this program is estimated to cost \$10,000/yr and includes costs for legal fees and other professional services necessary to assess property impacts and form an SSA, if necessary. The City Administration would conduct site visits and inspections each year to confirm what work has been completed at each site. Site work that is not completed by the specific date would be completed by a contractor hired by the City using funds generated from the stormwater SSA.

Project: Zimmerman Road

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

Zimmerman Road, a north and south connector road running between Country Club Road and McConnell Road is projected to be extended past Country Club Road to Route 120 at some point in the future. This roadway would provide a bypass route for cars currently utilizing Route 47. A bypass route would help reduce the congestion that currently exists on Route 47 and would provide a quicker means to access Route 120 by avoiding additional traffic signals and businesses located along Route 47 between Country Club Road and Route 120.

When this road was first constructed, it served as a minor connector road between Country Club Road and McConnell Road. It was constructed without storm sewers, curbs and gutters and without any turn lanes. Traffic was relatively light and development along Zimmerman Road was nonexistent. Since then, development along Zimmerman Road has blossomed with residential townhomes and condos on the west side and one townhome development on the east side. The roadway does not meet current City standards as a minor collector road. Because of its high traffic volume and the amount of residents who now prefer to walk, it should be widened to a three-lane section with storm sewer improvements,

sidewalks and curb and gutters. In order to provide these amenities, some additional right-of-way would also need to be acquired.

The construction of these improvements is contingent upon the development of the remaining open lands adjacent to this road and the subsequent contributions from the private sector. At this time, no private development is anticipated to occur within the next five-year planning period.

CHAPTER FIVE
UTILITY FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

WATER & SEWER UTILITY FUND: Policy Recommendations & Goals

Similar with the General Corporate Fund - CIP, the City Administration carefully reviews and considers several policy recommendations and planning goals pertaining to the Utility Fund - CIP before prioritizing individual CIP projects. This exercise allows the City to better identify, organize, and prioritize the various projects and improvements in a manner that will match the overall goals and objectives of the utility systems and the City over the next five years. These policy recommendations and goals are identified as follows:

Continuation of Water and Sewer Capacity – CIP and Budget

The City has developed a separate budget and accounting mechanism for capital improvement projects that will increase the capacity of the City's utility systems. Provided within the Water and Sewer Capacity Fund - CIP is a separate section for the proposed capital improvement projects that are directly related to increasing capacity and will allow the City to continue to separate out growth projects in the future. The City Administration believes that this budget process has already proven to be very beneficial and should be continued. Through this separate budget process, the City is able to hold funds received from new development to grow the Utility Capacity Fund - CIP fund balance for the purpose of increasing capacity in the future and, through this fund revenue from new residents, pay back bonds used for expanding the system's treatment plant capacities.

Based on the projected physical and fiscal impact of new developments on the City's utility systems, the City Council was requested to adopt revised/updated connection fees in FY03/04. The related fees were increased and the City at the same time adopted a procedure that allows for annual increases of the capital expansion fees based on the overall consumer price index changes. At the August 20, 2013 meeting, the City Council reviewed and adjusted the City's impact fees to reflect the reductions experienced in the real estate markets. In addition, future adjustments focus on changes in land values instead of consistent increases applied to these fees based on changes within the consumer price index.

This approach attempts to determine the actual costs for future expansions related to the capacity of the City's water and wastewater treatment plants and water storage facilities. The City remains committed to the goal of having new development pay its fair share of the cost for expanding the systems to serve their respective developments.

Development and Management of Fund Balance

In the past, the fund balance within the City's Utility operations has been essential in maintaining a sound cash reserve for emergency operations, following recommended accounting management guidelines. During the next five-year period, this fund balance will also be an essential asset for the City to utilize while completing the recommended improvements identified within this document. Existing bond payments coupled with large, necessary projects - such as the construction/replacement of water mains, and maintenance of wastewater treatment plants – along with major capital projects designed to prepare for future development and growth will

draw down the current fund balance during this period. Furthermore, looking well into the five-year planning period and beyond, Sanitary Sewer System Maintenance and Improvements, Meter Replacement Program, Well Maintenance and Improvements, IDOT Route 14 Improvements, and Water Softener Rehabilitation will put further pressure on the finances of the Utility Fund. The following is a summary of the priority “A” utility capital improvements that have been identified and the expected cost, that rely on annual revenue and fund balance for completion:

<u>PROJECT</u>	<u>ESTIMATED FIVE-YEAR COST</u>
Sanitary Sewer System Maintenance & Imps.	\$5,266,100
Water Distribution Maintenance & Imps.	3,555,000
DPW Facility	1,777,000
Water Treatment Plant Maintenance	1,679,000
Existing Bond Payments	1,619,300
Wastewater Treatment Plant Maintenance	945,200
Motor Pool	677,000
Well Maintenance and Improvements	386,000
IDOT Route 14 Utilities	<u>40,000</u>
Total for Priority A Improvements	\$15,944,600

Therefore, the Utility Fund reserve will be a critical aspect of the City’s ability to complete necessary and beneficial capital improvement projects during the five-year planning period.

As discussed in the General Corporate Fund - CIP, this need to rely on available cash reserves for major capital projects is expected and should not be viewed as a surprise or concern. A goal of the City Administration has been to increase the Utility Fund Balance in order to accommodate these projects. Through this financial planning via the successful management of fund balance, combined with updated connection fees, it is anticipated that the needed improvements can be completed using available revenue sources.

Maintenance of Existing Facilities

As previously stated, funding for the maintenance of existing facilities within the Utility Fund is an essential part of a balanced CIP. The City not only has a large-dollar investment in the existing facilities, but all of our customers rely on the City providing scheduled maintenance to insure that these facilities are kept in top working order. The Utility Fund - CIP includes specific projects to be completed to maintain the existing systems to continue to provide reliable daily service to our customers. This includes the repair of water storage facilities, maintenance/replacement of water and sanitary sewer mains, lift station maintenance and improvements, and wastewater treatment plant maintenance. This investment of funds for regular maintenance activities is critical to the overall success of our utility operation as well as the quality of our service to the customers. Investment of funds for ongoing maintenance will help ensure the reliability of the operations and better ensure that the sewer and water service will be consistently provided every hour of every day. In addition, reliable facilities and equipment must be provided to protect the health of our residents by providing safe drinking water and adequate treatment of the wastewater treatment plant flow.

Private-Sector Utility Investment

In addition to the payment of Capital Expansion Fees (CEF), also commonly referred to as ‘impact fees,’ from new developments, the City also requires each new development project (commercial, industrial, institutional, along with residential) to construct, at their own expense, both on-site and off-site utility improvements that are necessary to meet the needs of not only new development but to also address system-wide needs. Recent examples include the construction of the new elevated water tower along McConnell Road by the Sanctuary development project; off-site water main construction along Raffel Road and along Ware Road by the Sweetwater and Sonatas development project to provide a looped water system in this portion of the City; extension of an off-site water main along Southview Drive to Route 47 by the developer of Country Ridge to complete a water main loop; completion of water main construction along Cobblestone Way by Menards and Woodstock Commons that connected the water system on Route 14 to the water system on Route 47; and, upgrade on an existing sanitary sewer lift station on McConnell Road by the developer of The Ponds subdivision.

While these improvements were directly linked to each development project and were necessary to accommodate the new customers, each project also provides benefits to existing customers in that general area of the utility system. The City Administration will continue these efforts to fully evaluate off-site improvements necessary for new development projects and to require improvements to the overall utility system as appropriate. However, it must be noted and stressed that this reliance upon private-sector improvements will be diminished due to the negative impact which the economy has had, and will continue to have, on new residential, commercial and industrial development projects.

Potential Impact of Future Development

One of the biggest challenges facing the City at this time, with respect to utility operations, is to accurately anticipate the pace and schedule of new developments and to plan for the corresponding capacity expansions accordingly. During FY05/06 the City completed a comprehensive review and update of both the Water System Master Plan and the Sanitary Sewer Master Plan. These documents serve as very valuable planning tools and guides that have been used for the planning, review, and approval of utility system improvements. The Master Plan documents are now used to assist the City in requiring new developments to construct improvements that meet the City’s overall standards and goals, and in a manner that is based on the needs of the overall system.

However, the Master Plans cannot predict schedules. The actual timing and sequencing of many of the utility projects in the future (e.g. water main construction, sanitary sewer mains, lift station modifications, water treatment plant expansions, wastewater treatment plant expansion, and additional water supply wells) will need to be monitored on an annual basis by the City. Some projects may be deferred to later years, if the pace and volume of new development continues to be minimal. Conversely, if the pace and volume of new development increases, the City would then have to move quicker to construct numerous utility system improvements. That could then

require the issuance of bonds to generate lump sums of cash with repayment to be then made over time using connection fee revenue collected from these new developments.

The pace of development and actual schedule of new developments by the private sector will have a direct impact on the timing of three major Utility Fund improvement projects. This includes the construction of additional water supply wells to increase groundwater supply, expansion of the capacity of the southside wastewater treatment plant, and the expansion of water treatment plant capacity. Each of these projects has been identified as needed improvements in this document, based on the best estimates for community growth. However, the actual timing of each of these improvements and the need for funds will be determined by the rate of development and that schedule will need to be re-evaluated annually.

Monitoring of the type and amount of new development will continue to be an important priority in the Utility Fund's operations during the next 5-year planning period.

WATER & SEWER UTILITY FUND: 5-Year Summary Overview

Similar to the Capital Improvement Program recommendations for the General Corporate Fund - CIP, the Utility Fund - CIP requires a balanced, broad-based approach. As in previous years, all of the various elements and aspects of the City's utility infrastructure needs to be considered when preparing the 5-year plan for the Utility Fund. The City needs to consider the projects and funding to properly maintain all of the utility systems on a daily basis, provide compliance with both current and future regulatory standards, provide reliable, quality service to our customers, and at the same time, balance expenses with available revenue. The City must be able to continue to provide the daily service while also planning for the future in all areas including water treatment, well capacity, water storage, water distribution, wastewater treatment, sanitary sewer mains, motor pool, maintenance of lift stations, and meter reading.

The Utility Fund - CIP consists of both the operating Utility Fund - CIP and the Capacity Fund - CIP and, as such, has historically represented the City's largest and most costly CIP projects, from the construction of water and sewer mains to water and wastewater treatment plants. The distinction in separating these funds is, simply stated, that capital improvement projects and the capital costs to **maintain** or **upgrade** our current utility infrastructure are included within the Utility Fund - CIP while capital projects and capital costs that are incurred in order for the City to **increase** the capacity of infrastructure to accommodate new customers and new growth are included within the Capacity Fund - CIP section.

This separation of the capital improvements for the utility systems has accomplished two important goals for the City. First, the City is required to document how it spends any capital expansion fees and the Capacity Fund - CIP section of the City's 5-Year CIP will provide that required documentation. Second, the separation of capacity expansion projects to be funded through payment of new connection fees allows the City to isolate and accumulate those funds in order to work toward the goal of having new development pay for the cost of increasing capacity in the future.

The City of Woodstock has been very successful in achieving both a balanced Capital Improvement Program and, at the same time, using sound management of the Utility Fund's Fund Balance. Woodstock has invested a substantial sum on an annual basis for the proper maintenance and improvement of the utility systems, and the accompanying new 5-Year CIP will continue this strategy.

Given the extreme importance of utility infrastructure in all aspects of the community, attention must be given to the proper maintenance of the existing facilities and the daily operation and maintenance of the utility systems to provide reliable service to our customers. This attention to the present must be balanced with the need to prepare for the future by identifying and undertaking improvements that will be needed to improve capacity, compliance, technology, and efficiency of the system to continue to provide the highest quality of service that our customers expect. With the Utility Fund operations, one of the greatest challenges is not only to keep up with the ever-changing regulatory standards and the goal to achieve compliance, but to also anticipate future changes in regulations and treatment standards in advance. Due to the complexity of these regulations, the time required to modify the treatment processes for

improved performance, and the time required to accumulate funding, these changes and improvements can take years to implement from start to finish. As a result, the 5-Year CIP becomes critical for the successful operation of the City's utilities.

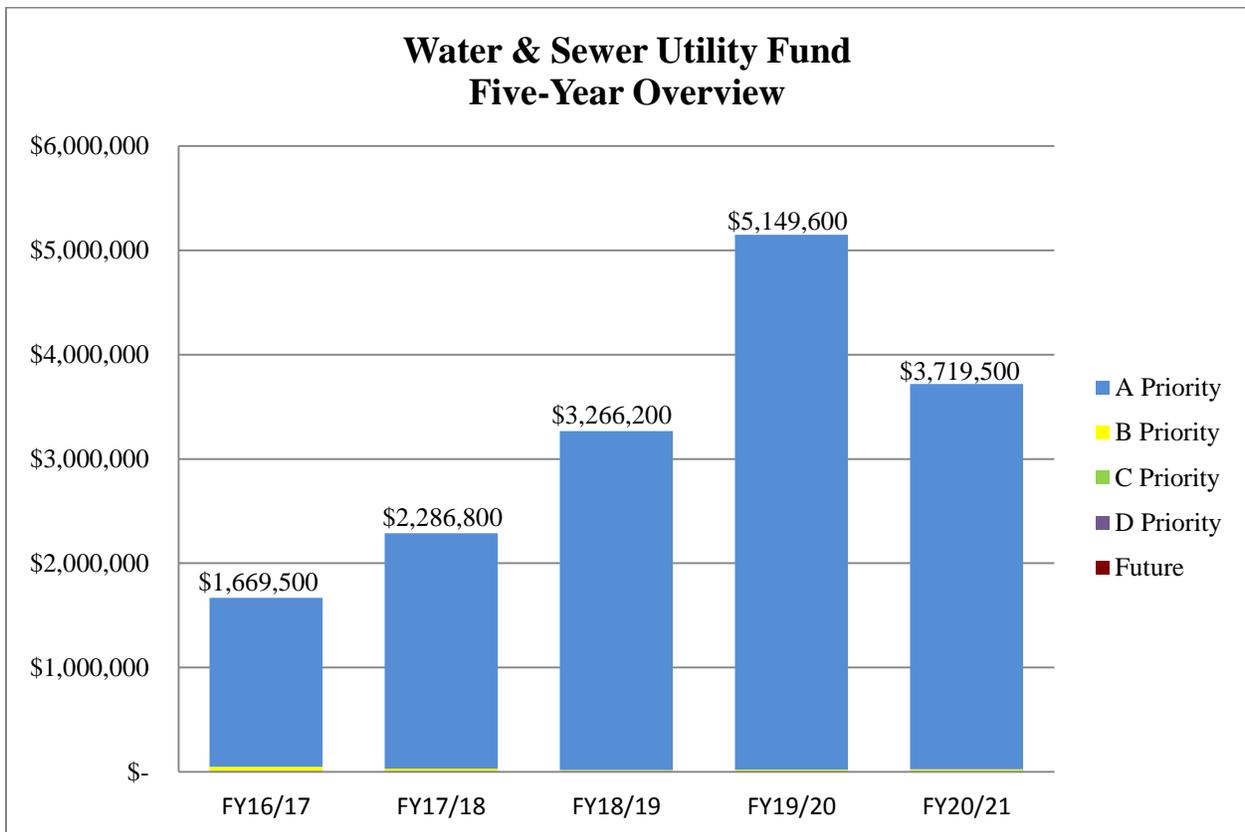
In summary, the accompanying FY16/17 Utility Fund CIP document proposes a total of eleven (11) projects at a total cost of \$1,669,500. In addition to funding existing **Bond Payment** commitments for past improvements to the Southside Wastewater Treatment Plant and Seminary Avenue Water Treatment Plant, the projects include a combination of maintenance and improvement projects – such as **IDOT Route 14 Utility Payment, Well Maintenance and Improvements, Water Treatment Plant Maintenance and Improvements, Wastewater Treatment Plant Maintenance, Water Storage Tank Maintenance, Sanitary Sewer Maintenance and Improvements**, and a **Water Meter Replacement Program**.

In summary, the total Water & Sewer Utility Fund request for the 5-year planning period is comprised of eleven (11) projects totaling \$16,091,600. This amount not only includes **Utility Fund Bond Payments** for recent treatment facility improvements, but additional major maintenance and improvement projects to continue to ensure the provision of water and sewer utilities.

Note: This overview and general summary pertains only to the Utility Fund CIP, as distinct from the Utility Capacity Fund CIP, which follows separately. Major capital improvement projects on the horizon to be included within the Utility Capacity Fund CIP include the expansion of the southside wastewater treatment plant, an update of the City's Utility Master Plans, and construction of additional groundwater supply wells. Those recommended projects are discussed in greater detail later within this document.

WATER & SEWER UTILITY FUND: Recommended Projects

Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
Utility Fund Bond Payment	A	\$575,900	\$260,700	\$259,500	\$262,700	\$260,500	\$1,619,300
IDOT Route 14 Utilities	A	\$40,000	\$0	\$0	\$0	\$0	\$40,000
Well Maintenance and Improvements	A	\$72,000	\$75,000	\$77,000	\$80,000	\$82,000	\$386,000
Water Distribution Maintenance & Imps.	A	\$325,000	\$675,000	\$820,000	\$835,000	\$900,000	\$3,555,000
Water Treatment Plant Maintenance & Imps.	A	\$187,000	\$107,000	\$105,000	\$680,000	\$600,000	\$1,679,000
Wastewater Treatment Plant Maintenance	A	\$137,600	\$218,100	\$117,000	\$162,500	\$310,000	\$945,200
Sanitary Sewer System Maintenance & Imps	A	\$160,000	\$740,000	\$1,734,700	\$1,407,400	\$1,224,000	\$5,266,100
DPW Facility	A	\$17,000	\$85,000	\$95,000	\$1,300,000	\$280,000	\$1,777,000
Motor Pool	A	\$105,000	\$96,000	\$38,000	\$400,000	\$38,000	\$677,000
Water Storage Tank Maintenance	B	\$40,000	\$20,000	\$10,000	\$12,000	\$15,000	\$97,000
Technology Improvements	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Totals		\$1,669,500	\$2,286,800	\$3,266,200	\$5,149,600	\$3,719,500	\$16,091,600
# of Projects		11	10	10	10	10	11



WATER & SEWER UTILITY FUND: Detailed Project Narratives

Project: Utility Fund Bond Payments

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$575,900	\$260,700	\$259,500	\$262,700	\$260,500	\$1,619,300

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2028

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In 1996 the City issued \$4.995 million in Alternate Revenue Bonds to finance a renovation/modernization of the southside wastewater treatment plant. In addition, this construction also resulted in increasing the existing capacity for the treatment facility. Therefore, the related debt service payment is apportioned between the Utility Fund and the Utility Capacity Fund. The Utility Capacity Fund is responsible for \$100,000 of the annual debt service payment, and the difference is funded through user charges collected by the Utility Fund.

In 2004, a majority of the outstanding 1996 Alternate Revenue Bonds were refunded through the issuance of \$3.65 million in Alternate Revenue Refunding Bonds. The remaining principal of the 1996 bonds has been completely repaid and, therefore, the City is only responsible for the repayment of the 2004 refunding bonds. The completion of this refunding resulted in generating over \$180,000 in net present value savings or over \$270,000 in reduced debt service payments. The 2004 Refunding Bonds will be completely repaid at the end of FY16/17.

The City issued \$3.4 million in Alternate Revenue Bonds in FY08/09 to finance the modernization/renovation of the First Street Water Treatment Plant. This project re-outfitted the facility with new modern equipment that not only improved the overall treatment process but also allowed for the simultaneous treatment of all three wells that service this facility. The completion of these improvements has insured the reliability of service from the First Street Water Treatment Plant for many future years. The Utility Fund is responsible for 100% of the related debt service payments. The annual debt service for the repayment of the Alternate Revenue Bonds ranges from \$259,500 to \$264,400 with the final repayment of these bonds occurring in 2028.

	<u>FY16/17</u>
2004 Southside Wastewater Treatment Plant	\$314,600
2008 First Street Water Treatment Plant	<u>261,300</u>
Total	\$575,900

Project: IDOT Route 14 Improvements

Priority Ranking: A

Funding Request:

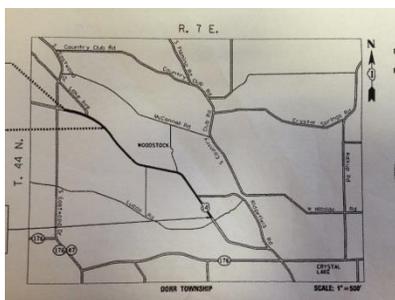
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$40,000	\$0	\$0	\$0	\$0	\$40,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



The Illinois Department of Transportation (IDOT) awarded a contract to Plote Construction, Inc. on September 12, 2014 in the amount of \$25,281,880 for the re-construction and widening of 3.93 Miles of U.S. Route 14 from W. Lake Shore Drive to Lucas Road. The project began on October 12, 2014 and is estimated to be completed in November, 2016.

On August 5, 2014, the City Council approved a Joint Agreement with IDOT which outlined the cost that the City will bear to relocate existing utilities, upgrade traffic signals at Doty Road and W. Lake Shore Drive, install emergency pre-emption signals, construct a new traffic signal at Lake Shore Drive, and pay for construction layout and engineering services. The Joint Agreement required the City to pay the State a lump sum amount equal to 80% of its obligation upon award of the contract. That amount was estimated to be \$148,672. The remaining 20% is due to the State upon completion of the project and is based on the final cost of construction. That amount is estimated to be \$36,800.

As previously mentioned, the estimated completion date for the entire project is November, 2016, so the remaining \$36,800 would be due to the State at that time.

Project: Well Maintenance & Improvements

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$72,000	\$75,000	\$77,000	\$80,000	\$82,000	\$386,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$3,000

Project Purpose, Description and Benefit



As the owner & operator of the municipal water system, the City must provide for the maintenance and replacement of equipment and facilities related to six existing water supply wells that serve the Woodstock community. The proper maintenance of each of these well sites is essential to ensure that the quantity of water needed by the customers is available, that they produce a consistent water quality, that they ensure a reliable source of water for fire protection, and that they meet IEPA permit requirements.

To prevent premature failure of the wells and their components each of the City’s water supply wells is placed on a preventive maintenance schedule for inspection, service, and repair. This planned preventive maintenance program helps to extend the life of the well equipment as well as provide a reliable source of ground water for our customers. After the equipment is removed from the well, the casing is inspected using a video camera to determine the condition of the casing and the well screen. The column pipe, pump and motor are then inspected and tested, at which time any normal maintenance is done. Additional work and repairs are then completed based on the conditions found and could include cleaning of the well screen, replacement of the column pipe, repair or reconstruction of the pump and motor. Once all necessary work has been completed, the equipment is reinstalled and tested for performance standards.

The schedule for well maintenance and repair is as follows:

<u>Year</u>	<u>Well #</u>	<u>Serves</u>	<u>Location</u>
FY16/17	8	First Street Plant	620 Donovan Ave
FY17/18	7A	Seminary Ave Plant	Julie St & Birch Rd
FY18/19	11	Seminary Ave Plant	Silver Creek Park
FY19/20	10	Seminary Ave Plant	1500 N. Seminary Ave
FY20/21	12	First Street Plant	1 W. 620 Donovan Ave
FY21/22	9	First Street Plant	620 Greenwood Ave

Project: Water Distribution Maintenance and Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$325,000	\$675,000	\$820,000	\$835,000	\$900,000	\$3,555,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

1. Water Meter Replacement Program:

Priority Ranking: A

Funding Request: \$150,000 FY16/17; \$150,000 FY17/18; \$150,000 FY18/19;
\$150,000 FY19/20; \$150,000 FY20/21;



The purpose of this program is to replace old and outdated water meters with more advanced units utilizing “drive by” radio-read technology. The implementation of this program will improve the accuracy in recording the amount of water used by a customer, it will improve the efficiency of meter reading operations, reduce time needed to read meters, and eliminate the need to enter a building to obtain a meter reading. Two employees are currently required to obtain meter readings for each quarterly billing cycle.

This accelerated replacement of water meters annually will allow the City an opportunity to cut in half the number of employees assigned to the task of reading water meters.

As more meters get replaced, the City should realize an increase in revenue from water sales because as the meters get older, they slow down and do not account for all the water moving through them. This enhanced accuracy should have a positive impact on the City's water billed vs. water lost ratio. New meter technology also has the capability of storing daily use data over the billing cycle to help the City diffuse billing disputes.

The industry standard for the life span of a meter is about ten to fifteen years. As more of the meters are converted to the radio-read style the reading can be done faster with less chance for errors. To date approximately 6,619 meters or 75% of the water meters in the City of Woodstock (includes both new and existing accounts) have meters installed that can be read utilizing this new “drive by” system. Because there is a great benefit to the City to get all meters replaced within the shortest period of time for all the reasons mentioned above, it is recommended that meters be purchased for annual installation by City staff and by contracted services. Therefore, the following aggressive replacement program is proposed:

FY16/17 thru FY20/21: Funds are requested for the purchase of water meters that will replace old style meters. New meters will accommodate “drive-by” technology to obtain a

water-meter reading. The annual amount of funding that is requested will go toward the purchase of 700 water meters or the conversion of 10% of the total number of meters in use annually. At this rate of conversion, the entire City should have an upgraded meter at the end of this five-year planning period.

The City had approximately 300 meters in stock at the start of this budget year. The City has purchased about 110 meters of different sizes during the current fiscal year; these meters have been charged to the operating budget of the Sewer and Water Maintenance Division. The Division has also revamped the meter installation schedule to be 3 weeks a month rather than the original 2 weeks.

2. Hydrant Placement on Feeder Mains:

Priority Ranking: A

Funding Request: \$50,000 FY16/17

Funds are requested for the installation of five additional hydrants to help aid in getting a complete flushing of the 16" feeder main of Greenwood Avenue, and the 12" feeder main on Wicker Street. By completing this project the City will be able to continue to provide the best water quality and help to remove any sediment in these two mains.

3. Water Main Replacement Based on Condition:

Priority Ranking: B

Funding Request: \$50,000 FY16/17; \$450,000 FY17/18; \$470,000 FY18/19
\$485,000 FY19/20; \$550,000 FY20/21

Currently the City's water distribution system is well maintained and provides more than adequate service to our customers for daily demand, peak demand, and most fire flow services. As with any infrastructure of this size (approximately 110 miles of water mains and approximately 1,000 fire hydrants) and this age (some of the City's water mains are now approaching 100 years of service), there is a constant need for maintenance, repair, and replacement. This proposed maintenance program is based on problems reported by our water customers, observations and recommendations from the employees who have the responsibility to provide daily service, and recommendations from the 2006 Water System Master Plan.

The Sewer & Water Maintenance Division has kept a record of all water main breaks in the distribution system, since 1980, to document maintenance problems. This information allows the City to then plan for and complete replacement of existing water mains based on condition and the number of times that repairs are required. Through this process, the City can better allocate funds to focus on specific problem locations and thereby decrease the amount and frequency of problems to our customers resulting from main breaks.

Based on this past history of main breaks and repairs, the following projects have been identified and recommended where water main replacement is needed:

- Washington Street (from the City limits east approximately 665 feet)
Design and permitting in FY16/17 with construction in FY17/18
- Melody Lane and Sunshine Lane
Design and permitting in FY17/18 with construction in FY18/19
- Blakely Street from South to Forest Avenue
Design and permitting in FY18/19 with construction in FY19/20
- Russell Court from Route 47 to Julie Street
Design and permitting in FY19/20 with construction in FY20/21
- Julie Street from Birch to Russell Court
Design and permitting in FY20/21

4. Water System Master Plan Improvements

Priority Ranking: C

Funding Request: \$75,000 FY16/17; \$75,000 FY17/18; \$200,000 FY18/19
\$200,000 FY19/20; \$200,000 FY20/21

The Water System Master Plan identifies a total of 47 specific water main improvements that should be completed by the City to improve the performance of the existing water system and to improve service to our current customers. These projects are divided into Category A improvements (locations where the existing fire flow is less than 1,000 gpm) and Category B improvements (locations where the existing fire flow is greater than 1,000 gpm but less than 1,500 gpm).

Although the number of locations where the fire flow is less than 1,000 gpm is relatively small (only 13.7% of the total number of locations that were modeled), this is an important measure of the performance of the current water system. The total estimated construction cost of the entire Category A water main improvements is \$7.7 million dollars and will take the City a number of years to complete. However, these improvements produce significant benefits to our current water customers, and the City should move forward with an annual program to complete this work.

One of the first projects selected for completion from the recommended Category A improvements is the interconnection of existing water mains. There were eight locations identified within the Master Plan where water mains either cross, or are immediately adjacent, but are not connected. By interconnecting the existing water mains, flow; pressure; and reliability is improved.

Future water system improvements are scheduled to be completed based on the lowest existing fire flow first with the goal of completing one Category A project per year. \$200,000 per year is requested for allocation to these improvements beginning with FY18/19. At that funding level, it would require approximately 38 years to complete all of the Category A improvements, but it is, unfortunately, not financially possible to move at a faster pace.

Project: Water Treatment Plant Maintenance

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$187,000	\$107,000	\$105,000	\$680,000	\$600,000	\$1,679,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit

The purpose of these projects is to provide scheduled maintenance and replacement of equipment and facilities at the two water treatment plants and for water quality improvements to ensure a reliable treatment process, provide a consistent quality of water to our customers, and to remain compliant with IEPA regulations.

1. New Brine Tank

Priority Ranking: A

Funding Request: \$135,000 FY16/17

In 2010 a rehabilitation project took place at the First Street Water Treatment Plant. Part of



this project was the removal and replacement of the underground brine tanks. During plan reviews it was discovered that the existing brine tanks were within the railroad easement. While looking to re-locate these tanks it was also discovered that any place large enough to locate the brine tanks, was not on property owned by the City. The solution was to install an above ground brine tank, with a smaller footprint. As part of annual maintenance, this brine tank is removed from service and cleaned to avoid plugging of the pump filter. To clean this brine tank, the

treatment facility must be shut down for the two-three days it takes to clean and replenish with salt.

The construction of a second brine tank would allow the plant to stay in operation while this preventive maintenance is ongoing. This request is to design and install a second tank to provide a backup source of brine. Inground tanks are more reliable and are resistant to cold weather. The City has experienced freezing problems in the above-ground brine tank.

2. Water Softner Rehabilitation

Priority Ranking: A

Funding Request: \$42,000 FY16/17; \$42,000 FY17/18; \$45,000 FY18/19

The last major renovation at the Seminary Avenue Water Treatment Plant took place in 2003. This project included the replacement of internal piping, underdrains, and media retention nozzles in four (4) of the existing water softeners. Ten (10) years later, one of these water

softeners had a single media retaining nozzle fail. The unit was removed from service, remaining media was removed, new media retaining nozzels were installed, new softening media was installed, and the water softener was returned to service.



Softening efficiency in the remaining three (3) softeners is approximately 30% less than that of the repaired softener with new media. If a failure were to occur during peak water demand or if two were to fail at the same time, it has the potential to be a catastrophic failure. Not only would the water hardness increase dramatically, but it would be extremely difficult to maintain a free chlorine residual in the distribution system. This request is

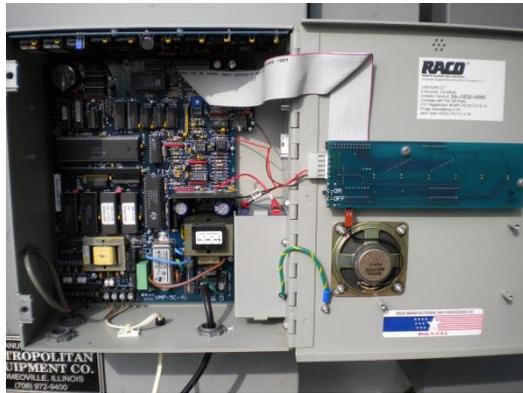
to replace the softening media and the media-retaining nozzels in each of the three remaining softeners at the Seminary Avenue Water Treatment Plant over the next three years.

3. Radio Telemetry System

Priority Ranking: A

Funding Request: \$10,000 FY16/17; \$65,000 FY17/18

The Seminary Avenue Water Treatment Plant serves as the lead when it comes to meeting the demand of water customers. When that facility has reached its limit, the First Street Water



Treatment Plant turns on to help meet the demand. These two facilities communicate continuously with a central computer system which electronically facilitates the start up of well pumps and booster pumps at required intervals. The existing communication system relies upon hard-wired, leased lines owned and maintained by AT&T. These leased lines have proven to be problematic, and when problems do occur, the City is at the mercy of AT&T's schedule for response and repair. Baxter & Woodman CSI has stated that AT&T will no longer support this technology after

2017. If this happens and we have no other mode of telemetry, the water system will no longer operate automatically and will require 24-hour staffing. Other technologies like radio frequency would eliminate the City's dependency upon land lines and AT&T for service and repair. AT&T's fees for leased communication lines currently total \$22,000 annually.

Upgrades for new technology systemwide are being completed when opportunities arise (i.e. First Street Water Plant Improvement Project) but to date, communication from the three elevated storage tanks as well as from the Bull Valley pumping station to the Seminary plant still rely upon hard wiring for communication. Funds are requested in FY16/17 to study the existing system, then design a communication system that would not be dependent on leased lines. In FY17/18, additional funding would be required to purchase and install the equipment and pay for its programming.

4. Lake Avenue Booster Station

Priority Ranking: B

Funding Request: \$50,000 FY18/19; \$500,000 FY19/20; \$600,000 FY20/21



Back when the City of Woodstock was first incorporated, its water system operated under one single pressure zone. Today's system operates under four separate pressure zones. As the community grows, planners need to look at the infrastructure to determine the impact of growth on existing facilities. In some cases, properties being annexed may extend beyond the service area or the difference in elevation may require additional facilities to boost or reduce system pressure. The existing infrastructure along Lake Avenue and Route 14, extending to Doty Road, meets all IEPA requirements and standards but compared with the rest of the water system, pressure and flow are less than desirable. This difference is noticeable to some of the customers in that corridor and expansion of the corridor will only make the matter worse.

To better serve existing customers and prepare for new growth, a new water booster station is recommended for construction at the Lake Avenue water tower. Once in place, this booster station would increase the normal operating pressure for those customers tapped onto the City's water system generally described as being between the water tower and Doty Road. Once this new booster station is constructed and placed into service, an existing booster station serving only the hospital would be removed. This new booster station has already been designed (funded through a private residential development project). Funds are requested in FY18/19 to update those plans and bid documents and to obtain the necessary IEPA construction permit. Construction could then follow in FY19/20 and FY20/21 pending the approval of funds.

5. Water System Vulnerability Assessment Improvements

Priority Ranking: C

Funding Request: \$10,000 FY18/19; \$180,000 FY19/20

In 2004, the City was required by the USEPA to perform a Vulnerability Assessment designed to identify areas that might be targeted through natural or man-made threats to the City's public water supply. This confidential report included specific actions that the City needed to make to improve the overall security of the system.

The first security measure proposed in the report to the USEPA was the installation of fencing at the City's remote well sites to provide added security and identify the restricted area. The first location selected for this improvement is well #7A located along Birch Street and would include the installation of a black or green colored six-foot chain link fence. Other well sites are smaller in size, and therefore, costs to fence them can come from the Water Treatment operating budget.

Following the installation of security fencing at the well sites, the next building improvement project identified with the Vulnerability Assessment report is at Seminary Avenue. Due to security risks, it is recommended that the glass front of the building be removed and replaced

with brick with no windows or openings. In addition to upgraded security, energy savings will be realized by the replacement of these windows with brick.

New doors were installed at the First Street Treatment facility as part of the renovation project. There remains one major security improvement that needs to be completed at the First Street plant; this is the removal of the skylights over the high service pump room. These improvements are low priority, but associated costs are included should funding become available.

Project: Wastewater Treatment Plant Maintenance

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$137,600	\$218,100	\$117,000	\$162,500	\$310,000	\$945,200

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The purpose of these projects is to provide scheduled maintenance and replacement of equipment and facilities at the two wastewater treatment plants to ensure safe working conditions, reliable treatment processes, and remain compliant with discharge permit limits. The two treatment plants represent a very significant capital investment for the City (current replacement value is approximately \$50 to \$60 million), and proper management of the annual CIP funds is a critical part of protecting that investment.

1. Reconditioned Influent Grinders:

Priority Ranking: A

Funding Request: \$27,000 FY16/17; \$32,000 FY18/19; \$25,000 FY20/21;

Wastewater Treatment Plant employees are responsible for the operation and maintenance of two treatment facilities and two sanitary lift stations. At the point in which sewage flow



enters the facilities, a grinder has been installed to reduce the size of rags, clothing, sticks, tree roots, and other debris that might otherwise create premature wear or plug pumps, pipes, or process equipment. These grinders run 24/7 and by design, they take a large degree of abuse that might otherwise be passed on to other pieces of equipment. As a result, units need to be removed from service for reconditioning from time-to-time. The City prefers to participate in the manufacturer's exchange program whereby

they ship a newly rebuilt grinder of the same make and model that meets the same specifications as a new unit. The rebuilt grinder comes with a one-year warranty and the price covers the cost to rebuild the grinder, ship it to the customer, and the cost of return shipping for the used equipment. The benefit of this program to the City is that it affords the City an opportunity to keep a grinder in service without any downtime. Funds are requested in in the five-year plan to have one of the grinders "exchanged" so they keep in service, protecting

other critical equipment in the process flow from plugging and/or experiencing excessive wear.

FY16/17	Olson Park Lift Station
FY18/19	Northside Treatment Plant
FY20/21	Tappan Street Lift Station

2. Safety Railing Replacement:

Priority Ranking: B
Funding Request: \$55,000 FY16/17



In 1975 a plant expansion occurred at the Northside Wastewater Treatment Plant which included the installation of safety railings around the perimeter of newly constructed aeration tanks. These railings are manufactured from steel which over time will fail when placed in a corrosive environment. In some sections of the facility, old steel railings have been replaced with a similar style made from aluminum. Replacing failing steel railings is a matter of safety first, but their replacement would also improve the appearance of the facility and the time that is spent maintaining these steel railings could be focused in other areas of the facility. The requested funds will pay for the fabrication and delivery of 1,600 feet of safety railing around the perimeter of treatment tanks. Funds are requested with the assumption that the removal of the existing steel railings and the installation of the new aluminum railings will be performed by plant operators.

3. RAS and WAS Pump Replacement:

Priority Ranking: B
Funding Request: \$20,000 FY16/17; \$20,000 FY17/18; \$20,000 FY18/19;
\$20,000 FY19/20; \$20,000 FY20/21



The Southside Wastewater Treatment Plant utilizes various pumps to move activated sludge. The Return Activated Sludge (RAS) and Waste Activated Sludge (WAS) is moved by means of a 7.5 horsepower, 300 gallons per minute, submersible pumps. There are a total of five of these pumps in use, three are in the RAS system and two are in the WAS system. These pumps have now been in service for over fifteen (15) years. Over time, these pumps have been reliable but in recent years, they are showing signs of normal wear resulting in a decrease in efficiency. All of these pumps have been rebuilt at least once.

To ease the cost of five replacement pumps at one time, the costs would be better spread out over five years, beginning in FY16/17 and ending in FY20/21. The benefit to the City in

replacing these pumps in a scheduled manner would be to ease the burden of replacement costs when they do eventually break down. The other benefit of staggering the replacement in separate budget years is so that their repairs can be scheduled and monitored carefully after replacement with the intent of preventing multiple failures at the same time.

4. Diffuser Replacement:

Priority Ranking: B

Funding Request: \$10,000 FY16/17; \$10,000 FY17/18; \$10,000 FY18/19;
\$10,000 FY19/20



The Northside Wastewater Treatment Plant utilizes an aerobic process to maintain a healthy biomass which is essential for breaking down organics in the wastewater system. In the aerator and digester systems, there are diffusers that are utilized to add air and to keep the tanks well mixed. The air used in the process originates from the blowers through the airlines to the diffusers and into the bottom of the tanks. The diffusers are made of plastic and have been in service for approximately ten years. Over this time they have become brittle and many have cracked and/or are missing the saddle that seals the diffusers to the airline header. This in turn causes the units to become plugged with debris from the wastewater process. This process runs 24/7 and once the diffusers become plugged or partially plugged, it greatly reduces the efficiency of the system.

The request is to replace the diffusers in four aeration tanks and five aerobic digesters. This request is for the diffusers only; plant personnel will remove all existing diffusers and replace with new ones.

5. Replacement of Sluice Gates:

Priority Ranking: B

Funding Request: \$25,600 FY16/17; \$25,600 FY17/18

This request is to pay for new sluice gates at the northside wastewater treatment plant. Many of these gates have been in service for over forty years and now are either unusable or in a state of disrepair. These gates isolate specific treatment units dictating the travel of process flow through the wastewater treatment plant. This request is to replace three of the six sluice gates in each of the two fiscal years. Funds are for purchase of gates and materials; plant personnel will complete the labor for installation.



6. Replacement of Screw Pump:

Priority Ranking: B

Funding Request: \$85,000 FY17/18

In addition to several conventional types of pumps and motors in use at the Northside Wastewater Treatment Plant, the facility includes three screw pumps; two (2) in use 24/7 and one (1) standby unit. These pumps use the rotating action of a screw to lift the sewage to the next stage of the treatment process. Two of the three screw pumps were replaced in recent years and the third pump (in service

for more than 35 years) is now scheduled to be replaced. Maintenance frequency of the existing unit is increasing and due to the age of the equipment; the availability of replacement parts is getting scarce. Pump replacement can be scheduled, but should not be postponed longer than a year or two.

7. Sludge Pump Replacement at Northside Plant:

Priority Ranking: B

Funding Request: \$27,500 FY17/18; \$27,500 FY19/20

This request is to cover the cost to replace two (2) existing sludge pumps at the Northside Wastewater Plant. Both pumps are specifically designed to pump material with a high percent solid that contains trash and abrasives commonly found in sewage sludge. One of the pumps is seventeen (17) years old and its purpose is to pump the solids that settle in the primary treatment phase and the other pump was installed thirteen (13) years ago and it is used to transfer sludge to the belt filter press. Both pumps are critical to the treatment process as solids' handling is the key to providing a high-quality plant effluent at the receiving stream. Since the time that these pumps were placed into service, there have been many improvements to pump design that make them more reliable and efficient. By design, existing pumps are difficult to repair and parts are becoming more costly.



8. Replacement of Secondary Clarifier Weirs:

Priority Ranking: C

Funding Request: \$50,000 FY17/18; \$50,000 FY19/20



Both of the City's two wastewater treatment facilities have circular clarifiers which provide an environment to settle out solids and allow clear water (effluent) to flow into tertiary treatment. Around the entire perimeter of these circular tanks are aluminum v-notch weirs which maintain the appropriate water level in the tank and serve to prevent short circuiting of the process flow. Over time, these aluminum v-notch weirs have worn and the exterior surfaces are corroded. Funds are requested to purchase new v-notch weirs and have them professionally installed at a consistent elevation to achieve a high-quality effluent. The plan calls for the replacement of v-notch weirs over the course of two fiscal years beginning with the clarifiers at the southside treatment plant.

9. Replacement Bridge over Aerators:

Priority Ranking: C

Funding Request: \$55,000 FY18/19; \$55,000 FY19/20; \$55,000 FY20/21

In the early 1960's plant improvements included the installation of mechanical aerators at the northside



Wastewater Treatment Plant to produce dissolved oxygen for the bugs in the biological treatment process. These bridges are exposed to the weather and they have been placed in a corrosive environment. This request is to remove and replace the bridges that extend across the aerators with new structural steel coated with corrosion resistant materials. There are plans to upgrade the aerators in the future and plans include the use of the bridges to anchor and hold process equipment in place. This request is to replace the three bridges that extend over the aerators over a period of three years. It is anticipated that this work will be completed utilizing outside contractors.

10. Digester Cover:

Priority Ranking: D

Funding Request: \$120,000 FY20/21

At the Southside Wastewater Treatment Plant, there are two process tanks which are 64 foot in diameter. A healthy environment within these tanks is essential to promote biological activity for the digestion of organic material (pollutants). Cold weather causes a decrease in the biological activity. This request includes the purchase of a low profile lightweight cover that can be removed panel by panel by two or more persons servicing equipment within the tank. This cover will allow plant operators to have better control of the treatment process during winter conditions and aid in odor control. Plant operators can install this equipment so requested funds are for materials only.



11. Lagoon Cleaning:

Priority Ranking: D

Funding Request: \$90,000 FY20/21

The tertiary treatment of wastewater at the Northside Wastewater Treatment Facility consists of two polishing ponds (lagoons). These lagoons allow for final settling, and "polishing" of the treated effluent water. By design, some raw wastewater is automatically diverted to these ponds during high flow (heavy rain/ snow melt) so that the secondary system does not become hydraulically overloaded. Depending upon the frequency of this diversion of flow, solids can accumulate in the bottom of the lagoons.



The excessive accumulation of sludge in these two lagoons was one of the major factors that led to compliance problems for the City in the mid-1990s. The lagoons were cleaned in 1996 and 1997, and the plant operators are currently monitoring the solids in the lagoons on a regular basis to prevent an excessive accumulation. At this time, the solids within the ponds appear to be stable and are not increasing. However, based on the past history of compliance problems that can result if these lagoons are not regularly cleaned, and at the recommendation of the IEPA, the City needs to take a proactive approach for the cleaning and management of these lagoons by completing regular cleaning and solids

removal.

Because of the type of equipment that is required to complete his work, the City would need to rely on the services of an outside contractor. Funds have been requested in FY20/21 to remove and properly dispose of solids from this tertiary treatment process.

Project: Sanitary Sewer System Maintenance & Improvements

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$160,000	\$740,000	\$1,734,700	\$1,407,400	\$1,224,000	\$5,266,100

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

1. Basement Backup Control:

Priority Ranking: A

Funding Request: \$20,000 FY16/17; \$20,000 FY17/18; \$20,000 FY18/19
\$20,000 FY19/20; \$20,000 FY20/21

Through this program, eligible participants can receive a maximum of \$2,500 for the installation of sanitary sewer backup control measures on private property. Reimbursement costs are limited to the cost of plumbing improvements as a preventive measure for sanitary sewer backup problems that result from a rain event and does NOT include payment for damages that might have occurred with a sanitary sewer backup.

Reimbursement of costs by the City only applies to properties and backup conditions that are a result of infiltration and/or inflow (I/I) when the City's sanitary sewer mains fill and back up into a home or building during or immediately after a rain event. The reimbursement of costs for corrective action does not apply to other drainage and/or flooding problems that a property owner may experience. These excluded problems include, but are not limited to, failure of a sump pump, groundwater seepage or flow into a basement, surface water runoff flow into a basement, sewer backup due to a blockage in a sewer main or sewer service, problems with the plumbing system of a home or building, or other causes and events that are not specifically due to excess flow in the City's sewer main during a rain or periods of high groundwater.

The existing conditions at each location will vary and, as a result, the type of backup control measures to be provided will vary from location to location. Following is a list of typical measures that may be considered:

- Installation of standpipes or floor-drain plugs;
- Installation of a manual check valve on the building sewer service;
- Installation of an automatic check valve on the building sewer service; and/or
- Conversion of gravity drains to overhead sewers and installation of an ejector pump.

Funds requested each year of this five-year planning period are to reimburse eligible participants in this program.

2. Lift Stations:

Priority Ranking: A

Funding Request: \$70,000 FY16/17; \$140,000 FY17/18;
\$130,000; FY18/19 \$150,000 FY19/20; \$120,000 FY20/21



This project includes the regular maintenance, upgrade and, in some instances, replacement of the City’s sanitary sewer liftstations to provide reliable service to our customers and to reduce problems of sanitary sewer backups as a result of equipment failures. The City currently has 21 sanitary sewer lift stations within the collection system that are an essential part of the sewer system. Any failure of these pumping stations, even for short periods of time, can result in sewage backing up into a place of business or a private residence. In order to reduce impacts resulting from a liftstation failure that might result in a sewage backup, the City should:

- provide and keep replacement parts and pumps in stock;
- provide emergency generators in the event of power failure at any of the sites;
- maintain adequate alarm systems to notify City employees of a problem in advance of the possibility of a sewage backup; and
- provide normal maintenance and replacement of equipment to ensure that the equipment is reliable.

The City has a replacement pump in stock for each of its existing sanitary lift stations that it operates. If the spare pump in our inventory is placed into service, a replacement pump will need to be purchased. The purchase of these replacement lift station pumps is not a planned expense following a specific set schedule, but a total of \$20,000 per year has been included to make a purchase when needed. In addition, the annual operating budget includes funds for normal replacement parts such as floats, fuses, and electrical repairs.

Following is a summary of the recommended liftstation improvements by fiscal year in addition to the annual \$20,000 for emergency pump replacement:

FY16/17: The City would replace the current main control panel and traffic box at the Greenwood Meadows lift station (\$50,000.00). This station was built in 1981, the components within the main controls are out dated, and very difficult to find replacement parts that will fit into the current traffic box.

FY17/18: The Prairie View lift station, which has been servicing the Prairie View Apartment complex since 1986, will be due for a complete panel upgrade and onsite emergency generator. The City would upgrade the panel and the installation of an onsite generator with an automatic transfer switch (\$120,000). This station being just off McConnell Road has experienced ongoing problems with power interruptions, the same as some of the other lift stations in this area.

FY18/19: The Mitchell Street lift station was installed in the 1950's; the City has over the years made improvements and upgrades to this station. Funds are requested for a complete panel upgrade and the installation of an on-site generator with an automatic transfer switch (\$110,000).

FY19/20: The Wanda Lane lift station would be converted from a flooded suction pit to a submersible pump style (\$130,000). Over the years the City continues to experience plugging of the impellers in this station (they are cleaned every Friday). This station services four (4) other lift stations, as well as the industry on McConnell Road. When this station experiences problems it can back up into businesses along Route 47. The work would include a new traffic panel and box, installation of a wet well with a rail system.

FY20/21: Funds are requested for the installation of an onsite generators and automatic transfer switch (\$100,000) for the Post Office.

Below is a list of the lift stations denoting their status with regards to standby power availability:

<u>Lift Station</u>	<u>On-site generator</u>	<u>Connection for portable generator</u>
Apple Creek	✓	
Applewood	✓	
Banford Road	✓	
Bull Valley - Berltsum Lane	✓	
Bull Valley - Dorham Lane	✓	
Emerald West	✓	
Greenwood	✓	
Hospital	✓	(connected to hospital's emergency generator)
Irving Avenue		✓
Lakeshore Drive	✓	
Prairie View		✓
Mitchell Street		✓
Olson Park	✓	✓
Olson Park (lag/lag pump)		✓
Post Office		✓
Sanctuary		✓
Savanna Grove	✓	
Sonatas	✓	
Walrose Manor	✓	
Wanda Lane	✓	
Westwood		✓

3. Sanitary Sewer Replacement and Construction:

Priority Ranking: B

Funding Request: \$60,000 FY16/17; \$560,000 FY17/18; \$1,574,700 FY18/19
\$1,027,300 FY19/20; \$750,000 FY20/21

The City must provide regular maintenance and repair of the City's sanitary sewer collection system to provide reliable service to our sewer customers. Overall, the City's sanitary sewer collection system is well maintained and provides expected service to our customers. As with any physical facility of this scope (more than 100 miles) and age (some sewer mains are more than 75-years old), there is a constant need for maintenance, repair, and replacement. This maintenance program has been prepared based on problems reported by our sewer customers, observations and recommendations from the employees who have the responsibility to provide daily service, and recommendations included within the 2006 Sanitary Sewer Master Plan.

Back Yard Sewer Improvements: As a result of federal regulations pertaining to sanitary sewer overflow conditions and reduction, the City is required to plan, schedule, complete, and document a certain amount of annual maintenance for sewer mains. This will primarily include cleaning, root cutting, inspection with a television camera, and documentation of the efforts taken for corrective action. To meet these federal standards, it is recommended that the City develop an annual program for contract services for these sewer services.

In addition to the efforts for cleaning and inspection, there are certain areas of the sewer system where the City has limited access for maintenance and repair work. This includes locations where sewer mains have been constructed in side yards and rear yards, many of which have been fenced or now include extensive landscaping that limits access. Rather than waiting until the sewer main is in need of excavation and repair, it is recommended that we begin a preventive maintenance program that will include lining of the existing main. This process can be completed without the need to excavate the resident yards and does extend the life of the sewer main. \$60,000 has been requested for preliminary investigation and design services in FY16/17. \$300,000 is then proposed in FY17/18 and again in FY18/19 for additional engineering and actual construction. It is anticipated that after the completion of preliminary investigation and design, this total project will be spread out over several years so that it can be managed from a budgetary perspective and completed with available manpower.

Irving Avenue Sanitary Sewer Trunk Line: The main sewer line that feeds into the Irving Avenue sanitary sewer lift station is built in an area that has poor soil conditions. Over the years the City has seen an increase of ground water into this line when a larger rainfall occurs, which makes the lift station pump more often. Funds were authorized during FY15/16 to complete a study identifying how this line can be repaired or replaced. Once this information has been gathered, the process for funding of this project could be determined. The report has been received by Public Works with an estimated cost of \$1,582,000 for replacement and repairs to this trunk sanitary sewer main. Also, the project would require an additional \$260,000 in engineering and administrative costs.

During FY17/18 funds are requested to start the engineering for this project at a cost of \$260,000. Due to the significant cost of this project, the City Administration is considering

phasing construction over two fiscal years. The first phase of the work to be started at the end of FY18/19 at an estimated cost of \$1,054,700, and the second phase of the project finished in FY19/20 at an estimated cost of \$527,300.

Southside Trunk Sewer Maintenance: The south side trunk sewer was built in an area that is subject to flooding and there are poor soils in this general location. Both of these conditions lead to cleaning and maintenance issues with limited access using the City’s sewer cleaning equipment. The physical location of the sewer main is in the wetland area north of US Route 14 and east of Country Ridge subdivision. This sewer provides service for a large number of residents in the southerly portion of the City. The first 12 to 18 months will be required to prepare the design plans and information and obtain all of the special permits necessary for construction activity within flood plains and wetlands. \$220,000 has been included for FY18/19 to complete the engineering portion of this project necessary to obtain all construction permits. \$500,000 is then proposed in the following two years (FY19/20 and FY20/21) for additional engineering and actual construction.

Bull Valley Golf Club Sewer Maintenance: Following a few reported sewer backup problems in this subdivision, the City completed the proactive measure of video inspecting all of the trunk sewers in this subdivision to assess their condition. This inspection of the inside of the pipes did confirm that the majority of the sewer mains are in good condition, but there are some isolated locations where repairs should be completed in the near future. Approximately 1,900 feet of pipe were identified that should be repaired using slip lining which does not require the excavation of the pipe and would result in only a minimal impact on the residents. \$200,000 is requested for FY20/21 for the completion of this preventive maintenance project.

4. SSES Infiltration and Inflow Reduction:

Priority Ranking: C
Funding Request: \$10,000 FY16/17; \$20,000 FY17/18; \$10,000 FY18/19;
\$210,000 FY19/20; \$334,000 FY20/21

In 2008, the City Council authorized Baxter & Woodman to complete various field assessments using smoke testing, dye testing, and sewer inspections to further evaluate the condition of the sanitary sewer system within a defined study area and evaluate sources of inflow and infiltration. That field work for the Sewer System Evaluation Study (SSES) was completed and presented to the City Council in April 2009.

The following projects and funding requests are included within the five-year planning period based on the recommendations of the SSES report and previous direction by the City Council:

- FY16/17 Replace manhole lids w/open pick holes - \$10,000
- FY17/18 Replace manhole lids w/open pick holes - \$10,000
Repair and improve manhole adjusting ring seals - \$10,000
- FY18/19 Replace manhole lids w/open pick holes - \$10,000
- FY19/20 Replace manhole lids w/open pick holes - \$10,000
Manhole coating – \$200,000
- FY20/21 Replace manhole lids w/open pick holes - \$10,000
Sewer main defects – \$324,000

Project: DPW Facility

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$17,000	\$85,000	\$95,000	\$1,300,000	\$280,000	\$1,777,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

A recommendation for expansion and maintenance of the Public Works facility at 326 Washington Street has been included earlier in this document under General Corporate CIP – Facilities. If approved, maintenance and expansion of the garage space and facilities will benefit the Sewer and Water Maintenance Division of Public Works, and the costs would be shared between the General Fund (67%) and the Utility Fund (33%). The total construction cost is estimated to be \$4.7 million with \$1.6 million to be paid from the Utility Fund. It is estimated that the annual debt payment for a \$1.6 million bond paid over a 20-year period is \$126,000 per year.

Funds for facility expansion would be laid out as follows:

- FY17/18 \$65,000 Utility share for the purchase of additional land
- FY18/19 \$95,000 Utility share for preparation of plans, specifications, and sale of bonds
- FY19/20 \$1,300,000 Utility share of construction costs
- FY20/21 \$280,000 Utility share of final construction costs

While the Department of Public Works looks forward to an expansion of the existing facility, some maintenance and improvements have been postponed because it was unclear as to whether the existing site was the future for the organization. As a result, there are some maintenance and improvement projects that should be completed in the years leading up to the initiation of a facility expansion. Costs for these projects will be shared between the General Fund (67%) and the Utility Fund (33%). Necessary projects are as follows:

- FY16/17 \$17,000 Utility share for brick replacement, tuckpointing, roof patching, and parking lot skip patching.
- FY17/18 \$20,000 Utility share for construction of new salt storage building

Project: Motor Pool

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$105,000	\$96,000	\$38,000	\$400,000	\$38,000	\$677,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: (\$500)

Project Purpose, Description and Benefit



Not unlike other divisions within the Public Works Department, an adequate number of reliable vehicles and equipment are required in order to deliver services that are necessary and expected by the City’s residents. Services provided through the City’s Utility divisions often require specialized vehicles and equipment in order to do a proper job of operating and performing maintenance of the sewer and water utility systems. Replacing these vehicles and

equipment on a regular schedule reduces excessive vehicle and equipment maintenance costs while at the same time it helps to improve the reliability of the systems and service that is both necessary and often required.

From experience, the City has found that a more detailed evaluation of City-owned vehicles and equipment should occur once they have been in service for a period of approximately 10 years. This evaluation takes into account cumulative maintenance needs and costs associated with recent repairs and those that have occurred over the lifetime of the unit. This evaluation, performed by the Fleet Maintenance Supervisor, determines when and if the vehicle is recommended for replacement. As much as possible, these vehicles will be replaced with alternative-fuel driven technologies that have been proven to be reliable and beneficial to the environment.



The following is a summary of vehicles and equipment needed by the Utility divisions in the near future, highlighting those recommended within the next five-year planning period.

<u>Year</u>	<u>Description</u>	<u>Division</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY16/17	1999 Volvo Loader #174	Wastewater Trmt.	17	\$90,000
	1991 Wacker PT6 pump	Wastewater Trmt.	25	\$15,000
FY17/18	1999 Kubota Mower #173	Wastewater Trmt.	18	\$20,000
	2003 Pickup Truck #32	S&W Maint.	14	\$38,000
	2005 Pickup Truck #67	Water Treatment	12	\$38,000
FY18/19	2005 Pickup Truck #30	S&W Maint.	13	\$38,000
FY19/20	2008 International Vactor	S&W Maint.	11	\$400,000
FY20/21	2006 Pickup Truck #71	Wastewater Trmt.	14	\$38,000

<u>Description</u>
FY21/22 or later:
2007 International Dump Truck
2005 Chevy Pickup #70 WWT
2007 Chevy Pickup #33 S&W
2006 Chevy Pickup #34 S&W
2006 Chevy Pickup #37 S&W
2008 Chevy Pickup #35 S&W
2012 Ford Pickup #68 WT
The FY16/17 request calls for funds to replace the wheel loader which is used in handling the biosolids at the wastewater treatment plant site. This equipment also serves as a backup loader for winter operations whether it be snow removal or salt loading. The wheel loader is operational, but it is in need of repairs that will be in excess of \$20,000. Due to its age, condition, and the forecasted needed repairs, it is the recommendation of the Fleet Division Staff to replace the unit.

Project: Water Storage Tank Maintenance

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$40,000	\$20,000	\$10,000	\$12,000	\$15,000	\$97,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit	
	<p>The City’s three elevated water towers and the one ground storage reservoir require regular cleaning and maintenance to preserve the investment through the construction of these facilities, provide regular maintenance to extend the life of the structures, and to present a positive public image. An unsightly storage tank reflects poorly on the quality of the water and the water system, and failure to perform regular inspections and maintenance could decrease the useful life of the storage tanks. The City of Woodstock and our water customers have a large investment in the cost of constructing these water storage facilities, and it is important to provide regular maintenance and cleaning.</p> <p>The Lake Avenue elevated storage tank was inspected and cleaned in FY15/16. Funds are requested to make necessary repairs to this tank in FY16/17. Preliminary findings during the cleaning indicated that the tank will need significant spot repairs, some concrete work and a</p>

mixer to limit ice buildup in the tank. Included in this request are spot repairs to the McConnell Road elevated tank where significant pitting is occurring. The five-year plan for water storage tank maintenance is as follows:

FY16/17	Lake Avenue Elevated-Storage Tank Maintenance
FY17/18	Bull Valley Elevated-Storage Tank Cleaning & Maintenance
FY18/19	Hill Street Elevated-Storage Inspection and Evaluation
FY19/20	Seminary Avenue Ground Storage Tank Maintenance
FY20/21	Lake Avenue & Bull Valley Elevated-Storage Inspection & Evaluation

Identified needs for annual tank maintenance include but are not limited to regular cleaning, inspection, and minor repair/ improvements. In time however, it is inevitable that the elevated towers will require more than just spot repairs on the interior and exterior of the tanks.

Project: Technology Improvements

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$200

Project Purpose, Description and Benefit

The purpose of this project is to utilize changes and advancements in technology, within the utility operations, to improve our service to the residents, improve efficiency of the operations, decrease costs, and to improve the reliability of the entire utility operations.

There are several advancements being made in the water and sewer industry that utilize new technology to improve the overall performance of the operations, control costs, and to improve the reliability of the operations. As the community grows and as the utility operations expand to meet that need, the City should rely on changes in technology to not only keep up with the demand but also use new technology to help control costs. With the proper planning and implementation of technology, the City’s utility staff can do more without the urgent need to add staff. Equally important, the new technology can allow the employees to work smarter and to provide a more reliable utility operation. Therefore, funds spent on implementing new technology should be considered a good investment.

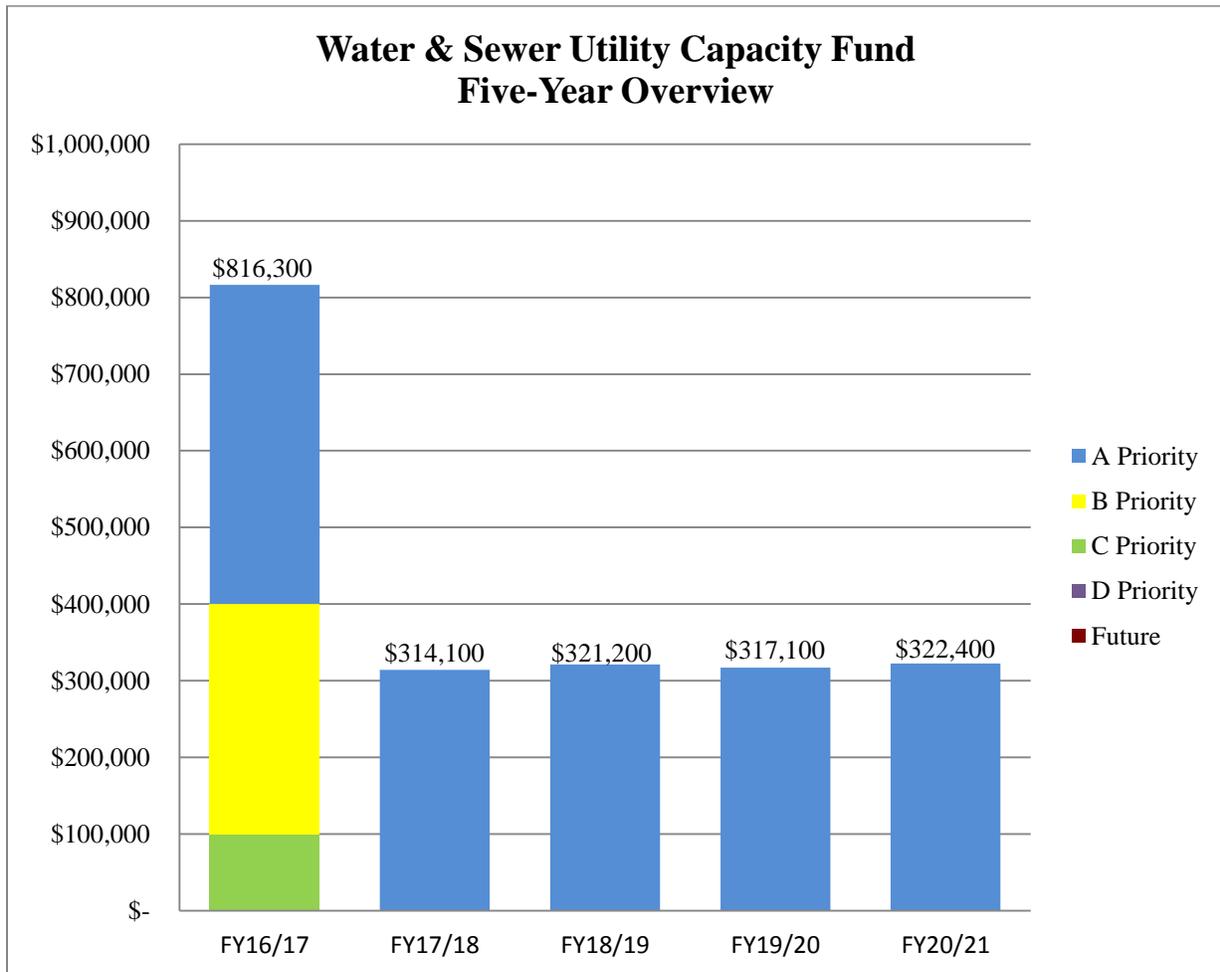
One of the costs included with this request is the scheduled replacement of computers utilized in the utility operations. The replacement of Citywide computers and related software programs has been included with the General Corporate – CIP; however, that item only includes General Fund departments and equipment. In order to continue to provide reliable equipment, a similar program for the replacement of computer equipment in the Utility Fund divisions is recommended.

Additional benefits can be achieved with the purchase of updated software for utility operations such as data management for fire hydrants and water valves, remote reading and telemetry in water treatment, and expanded use of operational alarms and remote monitoring in wastewater treatment and water treatment.

WATER & SEWER UTILITY CAPACITY FUND: Recommended Projects & Source of Funds Overview

Recommended Projects

Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
Utility Capacity Fund Bond Payments	A	\$416,300	\$314,100	\$321,200	\$317,100	\$322,400	\$1,691,100
First Street Water Treatment Plant Land Expansion	B	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Utility Master Plans	C	\$100,000	\$0	\$0	\$0	\$0	\$100,000
Wastewater Treatment Plant Expansion		\$0	\$0	\$0	\$0	\$0	\$0
Water Supply Well Expansion		\$0	\$0	\$0	\$0	\$0	\$0
Totals		\$816,300	\$314,100	\$321,200	\$317,100	\$322,400	\$2,091,100
# of Projects		3	1	1	1	1	5



WATER & SEWER UTILITY CAPACITY FUND: Detailed Project Narratives

Project: Utility Capacity Fund Bond Payments

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$416,300	\$314,100	\$321,200	\$317,100	\$322,400	\$1,691,100

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The Utility Capacity CIP Fund is responsible for the repayment of two separate Alternate Revenue Bonds issued in previous years by the City. The first issuance, in 1996, was for \$4.995 million in Alternate Revenue Bonds which were used to finance the renovation/modernization of the southside wastewater treatment plant. In addition, this construction also resulted in increasing the existing capacity for the wastewater treatment facility. Therefore, the related debt service payment was apportioned between the Utility Fund and the Utility Capacity CIP Fund. The Utility Capacity CIP Fund is responsible for \$100,000 of the annual debt service payment, and the difference is funded through user charges collected by the Utility Fund. These alternate revenue bonds were refunded in 2004 to generate interest savings for the Utility Fund. Therefore, the future repayments are for the 2004 Alternate Revenue Refunding Bonds. The final payment for the aforementioned Alternate Revenue Bonds will occur in 2017.

In 2002, the City issued \$4.1 million in Alternate Revenue Bonds to allow for the completion of several improvements that would increase the capacity of the Seminary Avenue Water Treatment Plant. Since this project was initiated to increase the capacity of the system, 100% of the related debt service payment is funded through the connection charges collected from the Utility Capacity – CIP Fund. The annual debt service for the repayment of the 2002F Alternate Revenue Bonds ranged from \$317,400 to \$322,600.

The City completed an advanced refunding in July, 2010 specifically including the issuance of \$2,940,000 in refunding bonds to refund the Alternate Revenue Series 2002F Bonds being repaid by the Utility Capacity CIP Fund. This transaction resulted in generating a net present value savings of \$42,700 over the remaining maturities of the Alternate Revenue Series 2002F Bonds. The annual debt service for the repayment of the 2010F Alternate Revenue Refunding Bonds ranges from \$314,100 to \$322,500 with the final repayment of these bonds occurring in 2021.

The final installment for the 2004 (originally 1996) bonds for improvements at the southside wastewater treatment plant will be made in FY16/17 resulting in an annual reduction of \$100,000 due from the Capacity CIP fund after that fiscal year.

Project: First Street Water Treatment Plant Land Expansion

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$300,000	\$0	\$0	\$0	\$0	\$300,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

During the First Street rehabilitation project in 2010 it was discovered that the property owned by the City was not large enough to install underground brine tanks, or for that matter, any plant expansion at all. The current property lines are at the foundation on the east and north side of the building. The west side of the building abuts the railroad easment and that area contains almost all of the underground utilities for the plant. On the south side there is a wedge from the south east corner of the building to the railroad easment. There is no room to expand the facility in any direction. At this time, all of the landscaping on the east and south sides of the facility are planted on private property. A portion of the underground waste tank for the facility is also constructed on private property. This request is for the allocation of funds to purchase land on the east and southeast side of the existing facility to accomodate future expansion and to protect the infrastructure that is currently in place.

Project: Utility Master Plans

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$100,000	\$0	\$0	\$0	\$0	\$100,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The utility master plans that are used to plan for capacity improvements were prepared at a time when the City experienced steady growth in the community and predicted that the growth that occurred a few years ago would continue. However, those assumptions are no longer valid, and economic conditions have delayed the need to expand utility capacity. A wait and see approach regarding growth and capacity needs is financially prudent, at this time.

As the Woodstock community grows, it is important to plan for future water production needs and improvements to serve a greater number of residents and businesses. To achieve that planning goal the City completed a Water System Master Plan in 2006 which included a 25-year planning period. That Master Plan was then followed with an evaluation completed in 2009 specific to groundwater water supply well capacity expansion. Based on

the assumptions used with that Master Plan for population growth, the maximum daily demand for water could have exceeded the capacity of the current treatment plants by 2010. However, the current economic conditions and growth rates have drastically changed since the preparation of the 2006 Water System Master Plan.

Similar population projections were used with the last Sanitary Sewer Master Plan and the detailed Facility Plan report prepared for the Southside Wastewater Treatment Plant.

The population projections that were used in the current Master Plan have not proven to be accurate, since the extreme impact on the housing market could not have been forecasted. As a result, it is recommended to undertake an evaluation of the need, timing, and capacity of additional treatment facilities. Evaluating the need and determining what type of treatment should be used is the first step of the process, but actual design and construction of additional capacity would take a number of years. Based upon the evaluation and taking into consideration the current housing market; planning, design, permitting of additional capacity will likely occur at the end of (or beyond) this five-year planning period.

Given the need to have a realistic Master Plan in place that can be used by the City Administration to prioritize future capital improvements, and to balance capital needs on an annual basis, the Master Plan should be reevaluated in FY16/17.

WATER & SEWER UTILITY CAPACITY FUND: Future Years
Detailed Project Narratives

Project: Wastewater Treatment Plant Expansion

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$ 0	\$ 0	\$ 0	\$0	\$0	\$0

Project Purpose, Description and Benefit

The City’s NPDES permits, regulated by the Illinois Environmental Protection Agency (IEPA), require an ongoing evaluation of the hydraulic and pollutant loading at the headworks of the publicly-owned wastewater treatment plants in order to determine if and when planning, permitting, and construction activity should be initiated in order to remain compliant with specified standards and regulations.

The City’s Sanitary Sewer Master Plan provides an overview and assessment of the two existing wastewater treatment plants and a comparison of future flow rates over the next fifty years. The Master Plan confirms that the current capacity of the northside facility is 3.5 million gallons per day, and the future flow over fifty years is projected to increase to 12.2 million gallons per day. The current capacity of the southside facility is 1.75 million gallons per day, and the Master Plan projects that the flow will increase to 10.3 million gallons per day over the planning period. However, those flow predictions were made prior to the stagnant growth that the City has experienced during the past few years.

While the City must plan for these increases in flow and must complete capacity expansion projects to ensure full compliance with all regulatory standards, it is not necessary (or even desirable) to complete the full capacity expansions as a single project. In fact, in order to properly manage the treatment process, control costs, limit operational costs to actual flow conditions, and to better utilize future advancements in technology and equipment; it is desirable to complete the expansions of these facilities in phases and steps over an extended period of time.

The exact timing and implementation of these projects will be the challenge. If capacity improvements are completed too soon, much of the new facility would be unused. If the capacity improvements are not completed on time, the treatment process is not as effective which could result in violations of regulatory standards and/or a ban on new construction permits by IEPA. Also, if the capacity improvements are not completed on time, the City could be precluded from serving beneficial economic development projects in the future. Based on the conclusions of the Master Plan, the City does know that both of the treatment plant facilities will need to be expanded, but the actual schedule and timing is variable.

The Southside Wastewater Treatment Plant has a design capacity of 1.75 million gallons per day and during 2014 received an average flow of 1.26 million gallons per day. The facility has available capacity to serve an estimated 6,800 population equivalents before reaching 100% capacity. However, normal IEPA policy is for communities to begin planning and design for treatment plant capacity once a facility reaches 80% capacity using the Minimum Daily Flow, and they require detailed submittals and permit applications at 90%. In 2014, the average flow

for the three months with the lowest flow was 1.03 MGD. Based on these flows the facility is rated at approximately 58.9% capacity.

The Northside Wastewater Treatment Plant has a design capacity of 3.5 million gallons per day and during 2014 received an average flow of 2.07 million gallons per day. The facility has available capacity to serve an estimated 17,100 population equivalents before reaching 100% capacity. However, normal IEPA policy is for communities to begin planning and design for treatment plant capacity once a facility reaches 80% capacity using the Minimum Daily Flow, and they require detailed submittals and permit applications at 90%. In 2014, the average flow for the three months with the lowest flow was 1.63 MGD. Based on these flows the facility is rated at approximately 46.6% capacity. Due to current economic conditions that have significantly affected the rate of new construction, the expansion should be put on hold during the next five-year planning period. The Northside Plant has more time than the Southside Plant before expansion is warranted.

Project: Water Supply Well Expansion

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

In 2007 the City commissioned Baxter & Woodman and Layne Western Co. to conduct a four-phase water-supply exploration program. This program was completed in 2009 and two alternate well site locations were identified that could be developed for future needs. Funds will be needed to further evaluate the community water supply needs, predict future growth and identify a schedule for the expansion of the water supply, and then to evaluate treatment options and the cost to construct new water supply wells. Based on the findings and recommendations of this report, the City will then be able to properly plan for an increase of the water supply capacity to meet the needs of the community.

Based on current water demand and supply capacity, no funds are anticipated to be needed during the next five-year planning period.

CHAPTER SIX
ENVIRONMENTAL MANAGEMENT FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

ENVIRONMENTAL MANAGEMENT FUND: 5-Year Summary Overview

The Environmental Management Fund (EMF) – like the Library Fund, Utility Fund, and Tax Increment Financing Fund – is required to be considered and funded separately from the General Fund of the City since it is financed through its own tax levy. In anticipation of the large cost of the cleanup of the former landfill site, the City implemented the tax in the late 1980's to provide funding for that project and other projects related to environmental cleanup. The scope of the fund was subsequently expanded to include other environmental mandates and expenditures, and as such, this budget section was renamed to the current Environmental Management Fund to accurately reflect its redefined intent to address other sensitive environmental issues.

While the intent for the establishment of the EMF was in response to the cleanup costs related to the former City landfill site, the continuance of this program is extremely important given the potential for future environmentally beneficial projects that the City may face voluntarily, or via state and/or federal mandate. In addition, it is necessary for the City to continue to plan for future costs associated with the landfill site even after the construction of the remedy has been completed. As a designated Federal Superfund site, the landfill is still under the jurisdiction of the USEPA which can impose additional remediation measures at any time. Even though all required remedial action has now been completed, the City is still obligated to pay oversight costs to USEPA on an annual basis for their continued efforts to monitor the site, totaling more than \$10,000 per year. As a result of these existing and potential future impacts, there is a need to maintain the fund reserves in order to ensure that funds would remain should USEPA require future payments and/or modifications.

The FY16/17–FY20/21 Environmental Management Fund CIP includes four (4) projects totaling \$1,065,100. The FY16/17 Environmental Management Fund CIP includes three (3) projects totaling \$221,300. The designation of funds for important environmental projects include: 1) annual **Bond Payments** for the Davis Road adaptive reuse; 2) the purchase of **Alternative Fuel Vehicles**; and, 3) ongoing capital improvements for cap maintenance of the Woodstock Landfill. Given these environmentally-related projects, including the future unknowns related to the **Woodstock Landfill** and the need to purchase one more replacement **Leaf Machine**; other issues, it is important that an appropriate fund balance remain in this fund to ensure that these issues can be addressed as needed.

Transfer To Debt Service

The City sold bonds in 2005 to fund the adaptive reuse of the former landfill as an active park site and the annual repayment costs for the capital construction is reflected in the Capital Improvement Plan. The portion of the cost and efforts of the landfill adaptive reuse project was to pay for the cost of the park improvements and the associated amount of the annual bond payment was being paid from Park Development fees. However, some of the cost for the site improvements (e.g. relocation and/or elimination of gas vents) was due to the Superfund site restrictions and were not a park improvement and, as such, partial payment of the annual debt obligation were included with the Environmental Management Fund to pay costs specifically

associated with the Superfund regulations. Beginning in FY09/10, Park Development fees experienced a significant decline that continues to the present time in conjunction with a decline in development. This necessitates that the entirety of the debt service costs be paid from the Environmental Management Fund until such time as the Park Development Fund can recover enough to again resume paying these costs.

Non-CIP Fund Costs

As stated in the introduction for the Environmental Management Fund, this fund is considered separately from the General Fund of the City and therefore functions as a separate financial operation of the City. Therefore, the related annual budget must include operating costs, administrative expenses, and other expenses in addition to the capital improvement expenses that are identified in this 5-year plan. In order to obtain an accurate and more complete overview of the entire revenue and expenses within the Environmental Management Fund, it is necessary to look beyond just the capital improvement costs.

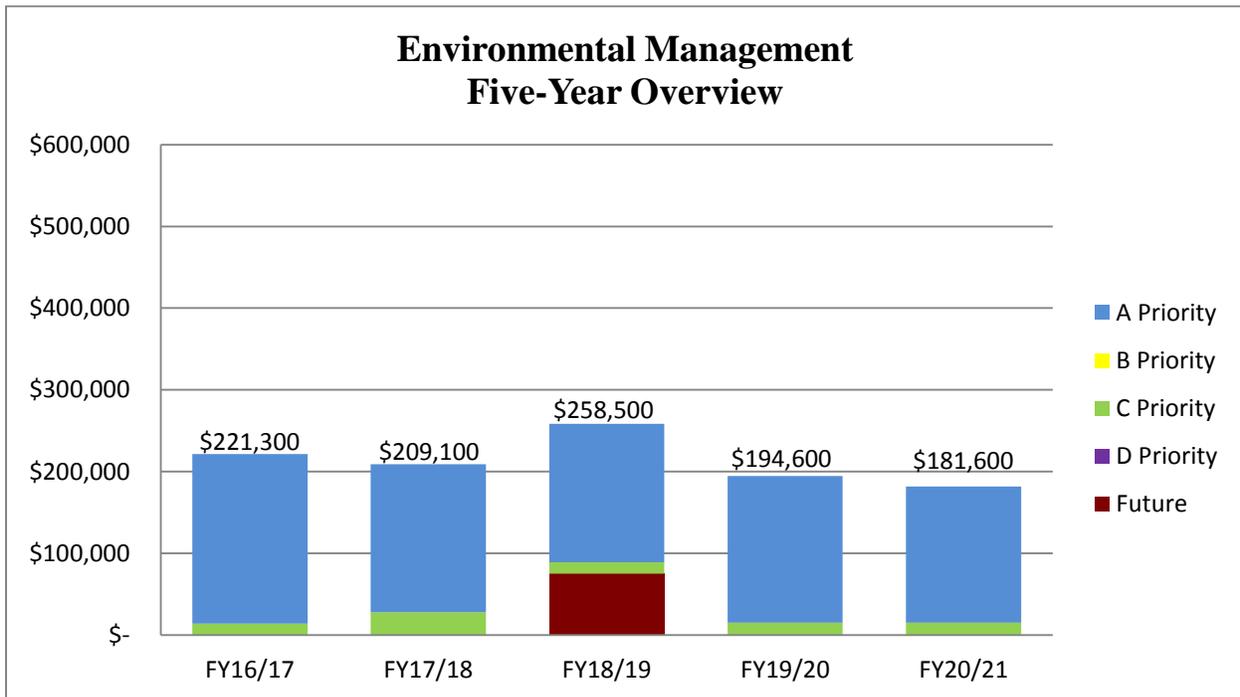
The revenue received on an annual basis from the property tax along with the fund balance that has been retained in this Fund must be adequate to pay all annual expenses not just capital improvement costs. This fund pays the cost for the City's application of alternative ice control methods; annual leaf collection services provided to our residents; costs associated with all special and hazardous waste disposal from City operations and properties; legal fees and USEPA oversight charges related to the landfill property; all costs for the required annual sampling and monitoring associated with the Superfund project; and the Citywide mosquito control services that are expected by our residents. Adequate revenue must be retained on an annual basis to continue to pay these non-capital costs within this fund that are mandated or expected by our residents.

Conclusion

Hopefully, it is apparent from the above discussion that the Environmental Management Fund CIP, as presented, funds a wide range of projects – from environmental improvements associated with the conversion of vehicles to utilize alternative fuels to energy efficient lighting upgrades. What is not as readily apparent is the integral role that the Environmental Management Fund CIP plays in enhancing the sustainability of the community. Aside from promoting environmental preservation, as evidenced in past and future potential projects, the Environmental Management Fund contributes to the economic growth and stability of the community through projects such as those identified in the FY16/17–FY20/21 Capital Improvement Program.

ENVIRONMENTAL MANAGEMENT FUND: 5-Year Summary Overview

ENVIRONMENTAL MANAGEMENT FUND CIP 5-YEAR SUMMARY						
	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
Total Project Costs	\$221,300	\$209,100	\$258,500	\$194,600	\$181,600	\$1,065,100
# of Projects	3	3	4	3	3	4



**ENVIRONMENTAL MANAGEMENT FUND:
Recommended Projects**

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	EMF Bond Payment	A	\$197,300	\$161,100	\$159,500	\$159,600	\$156,600	\$834,100
2	Woodstock Landfill	A	\$10,000	\$20,000	\$10,000	\$20,000	\$10,000	\$70,000
3	Alternative-Fuel Vehicles	C	\$14,000	\$28,000	\$14,000	\$15,000	\$15,000	\$86,000
4	Leaf Machines		\$0	\$0	\$75,000	\$0	\$0	\$75,000
Totals			\$221,300	\$209,100	\$258,500	\$194,600	\$181,600	\$1,065,100
# of Projects			3	3	4	3	3	4

ENVIRONMENTAL MANAGEMENT FUND: Detailed Project Narratives

Project: Environmental Management Fund Bond Payments

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$197,300	\$161,100	\$159,500	\$159,600	\$156,600	\$834,100

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



In 2005, the City issued \$4.7 million in Alternate Revenue Bonds to finance the development and construction of two major park improvements. The City utilized \$2.8 million of these bond proceeds to adaptively reuse a landfill site to create the Davis Road Park soccer complex. This new facility included the construction of six new soccer fields, adequate parking for spectators and athletes alike, and a storage building for Parks' equipment. The revitalization of this City-owned property not only expanded the number of soccer fields offered by the City, but also re-established this parcel as a valuable asset to the community, eliminating the need to acquire additional property for this purpose.

In 2014, the outstanding 2005 Alternate Revenue Bonds were refunded through the issuance of 2014 Alternate Revenue Refunding Bonds. The annual debt service for the repayment of the 2014 Alternate Revenue Refunding Bonds ranges from \$196,000 to \$205,200 with the final repayment of these bonds occurring in 2025.

The debt service is funded by both the Environmental Management (80%) and Park Development (20%) Funds. Due to the dramatic downturn in building activity, the Environmental Management Fund has been temporarily providing for 100% of the debt service payment until the economy begins to improve. This is to be reevaluated annually. A breakdown of the debt service payments are provided below:

- FY16/17: \$197,300 (100% of \$197,300)
- FY17/18: \$161,100 (80% of \$202,600)
- FY18/19: \$159,500 (80% of \$199,300)
- FY19/20: \$159,600 (80% of \$199,400)
- FY20/21: \$156,600 (80% of \$195,700)

The Environmental Management Fund will again be required in FY16/17 to provide for the full debt service payment. Impact fee collections will need to increase to provide appropriate levels that support the Park Development Fund's repayment commitment.

Project: Woodstock Landfill

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$10,000	\$20,000	\$10,000	\$20,000	\$10,000	\$70,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The cap repair and site remediation work at the Woodstock Superfund Landfill site, as required by the United States Environmental Protection Agency (USEPA), was substantially completed in 2000. A final inspection of the site was conducted by the USEPA on August 23, 2001, which confirmed that all construction work for this project had been completed. However, in 2007 the City was notified by the U.S. Department of Justice of a natural resources damage claim with the City's portion of the costs totaling \$290,500. In 2009, the USEPA notified the City that additional groundwater extraction and treatment would be required on the site. The City was able to resolve this issue and was successful in documenting that additional treatment was not needed. Finally, in 2012 the City was required by the USEPA to reconstruct and re-grade a portion of the landfill cap to improve surface drainage.

The actions of the USEPA document that the City could be obligated to complete cap improvements or remedy action at any time in the future if required by this agency. Although there are no outstanding improvements needed at this time, it is not unlikely that further settling or repair/ replacement of vent stacks will be required in the future. There is an annual requirement to complete an inspection of the site and to have those areas outside of the soccer fields mowed once/year. In addition, the fence around the perimeter of the landfill needs repair from time-to-time.

As previously approved with the agreement between the City and Allied Signal (now Honeywell International), the City is responsible for the cost and performance of all post-construction monitoring, as distinct from remediation, of this site until 2026. If additional remedial action is required, those costs would be shared equally by the City and Honeywell.

Project: Alternative-Fuel Vehicles

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$14,000	\$28,000	\$14,000	\$15,000	\$15,000	\$86,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: (\$500)

Project Purpose, Description and Benefit

In FY07/08, the City Council approved the purchase of two hybrid-powered (gasoline/electric) vehicles, one car and one small-sized pickup truck, to evaluate their use as an alternative to strictly gas-powered vehicles. Propane-powered pickup trucks have been added since then. The main benefits of these vehicle modifications are increased fuel efficiency and reduced air emissions. After a few years experience with these vehicles, it has been determined that the City should consider the use of this technology throughout the entire fleet, where appropriate. Some of the severe duty and specialty vehicles that are used in the Public Works Department will also be considered for potential modifications to install alternative-fuel technology.



The initial cost to purchase these types of vehicles is higher than the cost to purchase a gas or diesel-fired model, and as a result, funds are requested to help cover that added expense when this alternative technology is an appropriate choice for vehicles being purchased. Each vehicle in the motor pool that is approved for replacement will be evaluated for the inclusion of alternative technology. The cost of the vehicle will be paid from the motor pool line item, and the additional cost to outfit it with this green technology will be drawn from this line item. There are also rebate incentives offered through the Illinois Green Fleets program which covers fuel rebates, vehicle rebates, and conversion rebates that the City would continue to apply for. Through this program, the City will receive a return on this investment from reduced fuel costs.

Within this planning period, the following Public Works Department vehicles recommended for replacement will be retrofitted for alternative fuel:

- FY16/17 1 pickup for Parks Division
 1 pickup for Streets Division
- FY17/18 1 pickup for Parks Division
 1 pickup for S&W Maintenance Division
 1 pickup for Fleet Division
 1 cargo van for Parks Division
- FY18/19 1 pickup for Parks Division
 1 pickup for Water Treatment Division
- FY19/20 1 pickup for Parks Division
 1 pickup for Streets Division
- FY20/21 1 pickup for Streets Division
 1 pickup for Wastewater Division

ENVIRONMENTAL MANAGEMENT FUND: Future Years – Detailed Project Narratives

Project: Leaf Machines

Priority Ranking: N/A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$0	\$0	\$75,000	\$0	\$0	\$75,000

Estimated Start Date: May, 2018

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The City owns four leaf machines to facilitate the annual curbside collection of leaves. This has been an annual service to residents of the Woodstock community for more than 35 years. This service provides many benefits to the community:

- Provides a safe, environmentally-friendly alternative to burning;
- Assures that the leaves are being properly disposed of and under a program that is

environmentally-beneficial; and

- Helps to keep the storm sewer intakes clean so that the streets drain properly in the fall and winter months (prevents flooding and icing).

The City standardized on Giant Vac equipment for many years. Four years ago, the company went bankrupt. As a result, the City began purchasing equipment manufactured by Spartan Industries. In each of the past three years, the City has purchased three new Spartan leaf machines. The City normally has four machines, three in service and one spare unit. At this time, the fourth unit will be the best of the Giant Vac leaf machines. There will come a day; however, that this machine will need to be replaced as well. The Giant Vac unit will eventually need to be phased out and replaced with a new Spartan Leaf Pro unit. Machines will be evaluated annually. At this time, it is anticipated that these units will be replaced in accordance with the following schedule:

<u>Equipment #</u>	<u>Make and Model</u>	<u>Year to be Replaced</u>
131	2005, 20 cubic yard, Model 6600D	FY18/19
130	2013, 25 cubic yard, Spartan Leaf Pro	FY25/26
132	2014, 20 cubic yard, Spartan Leaf Pro	FY26/27
129	2015, 20 cubic yard, Spartan Leaf Pro	FY27/28

CHAPTER SEVEN
LIBRARY BUILDING FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

LIBRARY BUILDING FUND: 5-Year Summary Overview

All Library CIP projects are accounted for separately within the City's 5-Year CIP, identical to the other funds of the City (i.e., General, Utility, Environmental Management, and TIF). Funding for the Library Building Fund is derived from an annual Building Fund Levy that is approved by the Library Board and City Council and subject to statutory "backdoor" referendum provisions. However, the levy has been in place for a number of years and continues to receive community support. Also, proceeds from capital expansion fees provide a consistent, albeit reduced, revenue stream to this Fund, as well.

In April, 1999, the voters approved the issuance of \$3.9 million in bonds to finance an addition to the existing library facility. The design phase of the project took place in 1999 and bids were opened in January, 2000. The high bids necessitated both a reduction in the size of the building and some design features needed to be removed. Alternate Revenue Bonds were issued by the City in the amount of \$500,000 to provide the additional financing needed to complete this project. The building broke ground in April, 2000, and the project was completed by June, 2001. The associated bond payments will continue through FY19/20.

A benefit of the successful expansion project is the fact that it is not anticipated that significant capital expenditures will be required for building expansion in the proposed 5-year planning period. The expansion has provided sufficient space for library functions well into the future to insure that the needs of the community are met. However, the facility is starting to experience building and equipment maintenance issues as the building ages.

The continuing receipt of these revenues is required by State Statute to be used exclusively for land acquisition, as well as building and capital expenditures. As can be seen from the accompanying narrative, the Library Building Fund CIP is presently, and for the foreseeable future (i.e., balance of this 5-Year CIP), devoted primarily to repayment and amortization of the aforementioned Alternate Revenue Bond that financed the Library expansion. An additional amount is allocated annually for new computers and furniture and to equip and maintain the expanded facility.

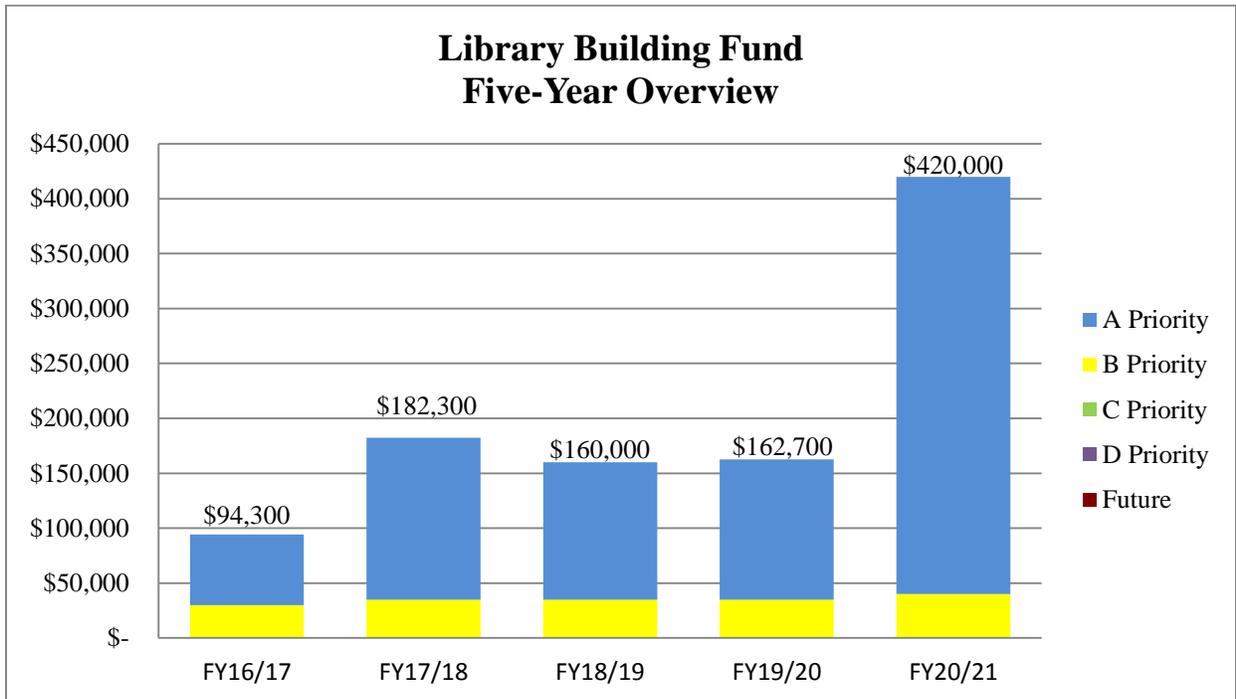
In 2007 the Library Board purchased the property at 451 W. Judd for the purpose of expanding patron parking and, as an added benefit, improving the water runoff problems in the Judd/Jackson Street area. The City and the library cooperated to make this possible through the City paying for the stormwater detention elements, and the library paying for the parking lot itself. Construction began in the spring of 2008 with design and engineering plans, and was completed in mid-2009.

As outlined above, the remainder of the revenues that are received annually to support the Library Building Fund CIP are retained and are accumulated as fund balance to be used in the future for acquisition of land to expand and/or construct additional library facilities. In this way, the City is able to reduce the amount that needs to be financed and bonded to undertake future improvements.

The FY16/17 – FY20/21 Library Building Fund CIP includes three (3) projects totaling \$1,019,300. The FY16/17 Capital Budget Year Library Building Fund CIP includes three (3) projects totaling \$94,300. In addition to the **Alternate Revenue Bond Payment**, projects include the purchase of **Furniture and Equipment**, and **Building and Grounds Maintenance/Improvements** – which encompass painting the exterior of the Library building.

LIBRARY BUILDING FUND: 5-Year Summary Overview

LIBRARY BUILDING FUND CIP 5-YEAR SUMMARY						
	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
Total Project Costs	\$94,300	\$182,300	\$160,000	\$162,700	\$420,000	\$1,019,300
# of Projects	3	3	3	3	2	3



**LIBRARY BUILDING FUND:
Recommended Projects**

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	Alternate Revenue Bond Payment	A	\$44,300	\$47,200	\$45,000	\$47,700	\$0	\$184,300
2	Building Maintenance & Improvements	A	\$20,000	\$100,000	\$80,000	\$80,000	\$380,000	\$660,000
3	Furniture & Equipment	B	\$30,000	\$35,000	\$35,000	\$35,000	\$40,000	\$175,000
Totals			\$94,300	\$182,300	\$160,000	\$162,700	\$420,000	\$1,019,300
# of Projects			3	3	3	3	2	3

LIBRARY BUILDING FUND: Detailed Project Narratives

Project: Alternate Revenue Bond Payment

Priority Ranking: A

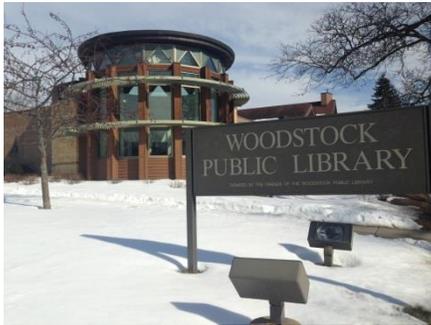
Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$44,300	\$47,300	\$45,000	\$47,700	\$0	\$184,300

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2020

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The funds requested are for the debt service payment of the \$500,000 alternate revenue source bonds issued to provide additional financing for the library addition completed in FY01/02.

The City and Library Board have pledged the property tax and developer donations received by this fund for the repayment of the bonds. The debt service schedule for the repayment of the 2000 Series D Alternate Revenue Bonds is as follows:

Fiscal Year	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
16/17	\$35,000	\$9,280	\$44,280
17/18	40,000	7,250	47,250
18/19	40,000	4,930	44,930
19/20	<u>45,000</u>	<u>2,610</u>	<u>47,610</u>
Totals	\$160,000	\$24,070	\$184,070

Project: Building and Grounds Maintenance/Improvements

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$20,000	\$100,000	\$80,000	\$80,000	\$380,000	\$660,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The purpose of this Capital Improvement Program request is to ensure that building maintenance and improvement projects required for the efficient and safe operation of the Woodstock Public Library are prioritized, planned, funded and implemented. The following projects are recommended for completion based on their need, importance, and/or priority:

REPAINT LIBRARY INTERIOR (FY16/17 - \$20,000)

By FY16/17 it will have been 15 years since the completion of the Library addition. Normal wear and tear has already resulted in significant damage to the painted areas of the Library, particularly in those areas accessible to the public. The Library has worked with Public Works and had the areas of high usage repainted in FY10/11 and again in FY15/16, but it is recommended that the entire library be repainted in FY16/17.



REPLACEMENT OF ROOFTOP HVAC UNITS (FY17/18 – \$80,000, FY18/19 - \$80,000, FY19/20 – \$80,000, FY20/21 – \$80,000)

By 2017 the Library’s four rooftop HVAC units will be 16-years old. The planned replacement of these units will prevent untimely failure and costly emergency replacement of a unit. Each unit is approximately \$80,000, so the Library will prioritize the units and replace one each year for four years beginning in FY17/18.



REPAINT AND STAIN LIBRARY EXTERIOR (FY17/18 - \$20,000)

The Library’s exterior was painted and stained in FY11/12. The recommendation by the contractor who oversaw this project and seconded by staff at Lloyds is that the Library building should be stained every 5-7 years. FY17/18 is the outer edge of this time frame. Proper maintenance of the Library’s siding will ensure that the cedar will not require replacement.

REPLACE ROOF MEMBRANE ON LOW-PITCHED ROOF (FY20/21 - \$300,000)



The membrane on the library’s low-pitched roofing areas, approximately three-quarters of the roof, was installed in 2001. To date, the membrane is wearing well, but the reasonable life-expectancy of this type of roofing is 20-25 years.



Project: Library Furniture and Equipment
Priority Ranking: B
Funding Request:

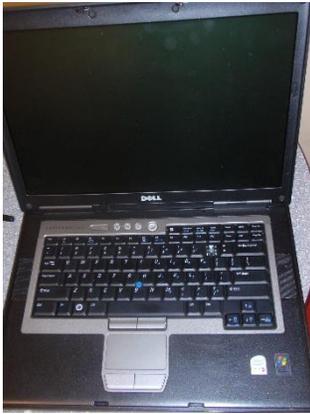
FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$30,000	\$35,000	\$35,000	\$35,000	\$40,000	\$175,000

Estimated Start Date: May, 2016
Estimated Completion Date: April, 2021
Annual Operating Costs: \$0

Project Purpose, Description and Benefit

COMPUTER & NETWORK HARDWARE

The Library Building Fund is used to acquire computer hardware and software as well as new furnishings and equipment used throughout the building. Due to the age of the furnishings and the increased use of the public computer equipment, a higher priority on the maintenance and upkeep of our computer equipment is necessary.



The State of Illinois requires that every library do a technology plan which includes a survey of computer equipment including: an inventory of equipment, average age and the current software. The plan identifies the areas in need of improvement and budget for supporting hardware, software and connectivity.

The Library has 98 computers, 28 for staff and 70 for public use. A rotating schedule for replacing computer hardware and software has been expanded over the years because of the economic downturn. Depending on the amount of usage, it is typically recommended that hardware (servers, computers, printers) be replaced every three to four years. The Library has expanded its replacement schedule to every 5 years.

CHAPTER EIGHT
TAX INCREMENT FINANCING FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2016/2017
THROUGH
FISCAL YEAR 2020/2021

TAX INCREMENT FINANCING FUND: 5-Year Summary Overview

By action of the City Council, the City of Woodstock Downtown Tax Increment Financing (TIF) District was established in April of 1997. Tax increment financing is an economic development tool that was provided by State lawmakers more than 20 years ago to assist local governments in attracting private development and new businesses to their respective communities. The TIF district helps public and private investors overcome extraordinary costs that often prevent development and private investment from occurring on environmentally-sensitive and other properties that are at risk of remaining underutilized/underdeveloped for an extended period of time. As a result of this investment, the TIF area is improved and property values increase.

Without TIF benefits, a deteriorating area is less likely to improve. Investors do not invest capital into decaying areas and most local governments cannot afford the needed costly improvements without raising taxes. When considering an area for TIF designation, municipal officials must ask the question *"Will the same kind of private investment occur here without an incentive?"* In other words, **"but for"** the establishment of a TIF as a mechanism for providing financial incentives for private investment, would redevelopment occur that is desired by the community?

Once a TIF is established, private investors and local governments are able to undertake redevelopment projects by utilizing the increase in property tax revenues, or tax increment, as a funding source for TIF improvements over a period not to exceed 23 years. The tax increment is the difference between the amount of property tax revenue generated before TIF district designation and the amount of property tax revenue generated after TIF designation. Establishment of a TIF does not reduce property tax revenues available to the overlapping taxing bodies. Property taxes collected on properties included in the TIF at the time of its designation continue to be distributed to the school districts, county, community college, etc. in the same manner as if the TIF did not exist. Only property taxes generated by the incremental increase in the value of these properties after that time are available for use by the TIF.

The FY16/17 – FY20/21 Tax Increment Financing Fund CIP includes eleven (11) projects totaling \$7,658,000. The FY16/17 Tax Increment Financing Fund CIP includes ten (10) projects totaling \$1,274,500. In FY16/17 these not only include a continuation of maintenance and improvement projects within the Downtown TIF District – such as **Sidewalk Maintenance and Replacement, Downtown Brick Replacement**, the replacement of **Pedestrian Amenities** such as benches and trash receptacles, **Courthouse Dome Exterior Lighting**, and **Street and Parking Lot Maintenance** – but more extensive improvement projects – such as **Streetscape Improvements** and the **Façade Improvement Program**.

The importance of these projects addresses the City's Vision 2020 objectives of creating and/or maintaining the unique, historical character of the downtown through expanding parking opportunities for its many users; enhancing the pedestrian experience in the downtown through the addition of streetscape amenities; assisting visitors to find the downtown through the implementation of wayfinding signage; and providing property owners with assistance in maintaining historical buildings through the façade improvement program.

In FY10/11 the City of Woodstock was presented with the opportunity to acquire, through donation, the **Old Courthouse and Sheriff's Office**. There is little doubt that the **Old Courthouse and Sheriff's Office** is one of the most significant structures on the Historic Woodstock Square and within the Downtown TIF District. The facility is listed on the National Register of Historic Places and is one of the oldest courthouses in Illinois.

In April, 2012, Gary W. Anderson Architects completed an architectural report of the building and classified the scope of work into two categories: critical-immediate needs and long-term needs. Most of the critical-immediate needs are related to sealing areas open to the elements and securing the building against further deterioration. A vendor was hired to completely clean the upper attic and cupola area of pigeon waste and remediate birds that were living in the building. In September, 2012, a joint meeting of the City Council and Historic Preservation Commission (HPC) was held to review the architectural report and set an agenda for the future preservation of the **Old Courthouse and Sheriff's House**. Subsequently, the HPC decided on 1905 as the historic date of restoration for the building and agreed to the demolition of the non-significant garage on the west side of the **Old Courthouse**.

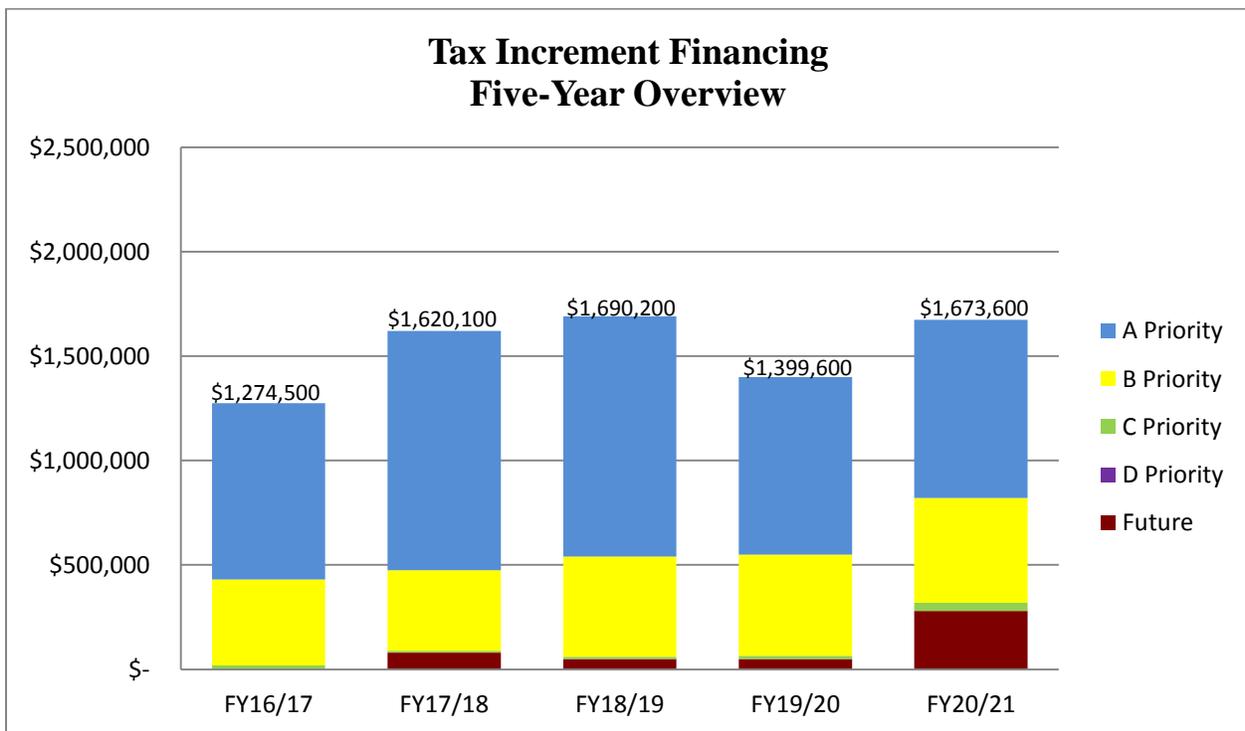
The removal of the garage allowed Public Works' staff to install new water and fire suppression services to the **Old Courthouse** building. Much of the ongoing maintenance and clean-up work in the buildings has been completed by Building & Zoning and Public Works staff resulting in significant cost savings to the City. Staff identified and City Council approved a vendor for critical masonry work on the exterior of both buildings.

In FY14/15, a new roof was constructed on this facility to eliminate ongoing water damage and the front stairs were replaced. In the current fiscal year, the City has replaced the windows in the Sheriff's House. In addition, a Technical Assistance Panel (TAP) provided by the Urban Land Institute and funded by a grant from the McHenry County Community Foundation reviewed the current status of the building and recommended a number of necessary improvements as well as some possible future uses/users.

The City Council established and appointed a new commission. The Old Courthouse and Sheriff's House Advisory Commission was formed to assess community needs, and leverage existing assets, to identify suitable future uses for these two historic buildings, as a pivotal part of the Woodstock Square. This nine-member commission will evaluate potential success of public, private, and non-profit organizational ownership, including fundraising, directing projects, finding tenants, building management and long-term maintenance. They will identify possible partnerships, leases and tenants, along with realistic/feasible funding sources, to ensure the historic preservation, complete restoration, and maximum public benefit is derived for these facilities. The Commission was appointed in December, 2015 and will begin meeting on a monthly basis in January, 2016.

TAX INCREMENT FINANCING FUND: 5-Year Summary Overview

TAX INCREMENT FINANCING (TIF) FUND CIP 5-YEAR SUMMARY						
	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
Total Project Costs	\$1,274,500	\$1,620,100	\$1,690,200	\$1,399,600	\$1,673,600	\$7,658,000
# of Projects	10	9	9	9	9	11



TAX INCREMENT FINANCING FUND: Recommended Projects

	Project	Priority	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	5-Year Total
1	TIF Bond Payments	A	\$194,500	\$195,100	\$195,200	\$194,600	\$193,600	\$973,000
2	Facade Improvement Program	A	\$25,000	\$25,000	\$25,000	\$ 25,000	\$25,000	\$125,000
3	Old Courthouse and Sheriff's Office	A	\$600,000	\$900,000	\$900,000	\$600,000	\$600,000	\$3,600,000
4	Downtown Brick Replacement	A	\$25,000	\$25,000	\$30,000	\$30,000	\$35,000	\$145,000
5	Courthouse Dome Exterior Lighting	B	\$30,000	\$0	\$0	\$0	\$0	\$30,000
6	Streetscape Improvements	B	\$165,000	\$170,000	\$265,000	\$265,000	\$280,000	\$1,145,000
7	Sidewalk Maintenance and Replacement	B	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$85,000
8	Street and Parking Lot Maintenance	B	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
9	Murals	C	\$10,000	\$0	\$0	\$0	\$25,000	\$35,000
10	Streetscape Amenities	C	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000	\$60,000
11	Roundabout Intersection Improvements		\$0	\$80,000	\$50,000	\$50,000	\$280,000	\$460,000
Totals			\$1,274,500	\$1,620,100	\$1,690,200	\$1,399,600	\$1,673,600	\$7,658,000
# of Projects			10	9	9	9	10	11

TAX INCREMENT FINANCING FUND: Detailed Project Narratives

Project: Tax Increment Financing (TIF) Bond Payments

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$194,500	\$195,100	\$195,200	\$194,600	\$193,600	\$973,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



In 2002, the City issued \$2,575,000 in Alternate Revenue Bonds to provide funding for the purchase of several properties located within the TIF District to consolidate a redevelopment site and refund an existing bank loan used to purchase earlier parcels, as well as complete the necessary construction of public infrastructure improvements to allow for the eventual redevelopment of this site. A portion of this site has been transferred back to the private sector and is generating additional property tax revenues for the TIF.

In 2010, the City issued the Series 2010C and 2010E Alternate Revenue Bonds to refund the Series 2002E and 2002G Alternate Revenue Bonds. The refunding resulted in generating in excess of \$29,000 in net present value savings for the TIF Fund. The Alternate Revenue Bonds are being repaid through the TIF District's property tax collections with the debt service payments reported directly within the TIF Fund. The annual debt service for the repayment of the 2010 Alternate Revenue Bonds ranges from \$192,500 to \$198,800 with the final repayment of these bonds occurring in FY21/22.

Project: Façade Improvement Program

Priority Ranking: A

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: N/A

Project Purpose, Description and Benefit



The Façade Improvement Program (FIP) was implemented in the FY09/10 annual budget and is designed to promote the continued use and maintenance of commercial buildings within the TIF District. The program makes funds available as a 50/50 match for appropriate quality exterior rehabilitation of eligible structures. To

be eligible for funding under the Façade Improvement Program, the building must be located within the TIF District and have paid real estate taxes into the TIF.

Improvements proposed for funding through the FIP may be subject to specific architectural and design guidelines as indentified in the Design Review Guidelines for Properties in the City of Woodstock’s Downtown Business Historic Preservation District handbook and review and approval by the Woodstock Historic Preservation Commission.

Applicants are strongly encouraged to meet with the program administrator in the Building & Zoning Department before submitting an application to discuss project eligibility and availability of program funds.

FY16/17: Funding requested for this fiscal year is back in line with the traditional level of \$25,000. As of the preparation of this report, there have not been any specific projects proposed. However, based on past experience, there will likely be renovation projects proposed in the TIF so it is important to have funds available.

Subsequent years' funding is requested at the traditional level of \$25,000 with the City Council having the discretion to approve additional funding, if warranted.

Project: Old Courthouse and Sheriff’s Office

Priority Ranking: A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$600,000	\$900,000	\$900,000	\$600,000	\$600,000	\$3,600,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit

In late 2011 the City of Woodstock approved a transfer agreement granting ownership of the Historic Old Courthouse and Sheriff’s House - both structures are listed on the National



Register of Historic Places and located within Woodstock's Historic District. The primary goal of the City is to ensure that the facilities are preserved and restored based on their historical significance and returned to private ownership with tax incentivization to be repaid through the transfer of property or future property tax revenues. In the summer of 2013 the Historic Preservation Commission recommended, and City Council approved, 1905 as the target restoration year for the buildings.

Major projects completed to date include a new water line to the Old Courthouse building separating the water service from the Sheriff’s House, completion of most critical masonry repairs to both buildings and stabilization of the second floor courtroom ceiling, dome/cupola restoration, a new copper roof and the rebuilding of the front steps of both the

Old Courthouse and Sheriff's House. Window replacement in the Sheriff's House began in late 2015 and is expected to be completed in the current fiscal year. Staff has learned throughout the project that much of the original architects' project costs were greatly underestimated and unexpected damage has resulted in cost over-runs and change orders. Furthermore, unexpected costs associated with a new restaurant tenant in the lower level of the Courthouse has added to the project expense. With the recent appointment of the Old Courthouse Advisory Commission, this group will be called upon to assist with the prioritization of remaining repairs/improvements so the proposed fiscal year funding amounts are subject to change.

FY16/17: Major funding for this fiscal year will be for window repair and restoration in the Old Courthouse. As part of the window work, new window trim and masonry repairs to the sill and surrounding brick area will be necessary, which will add to the cost. Tuckpointing for both buildings is also proposed for this fiscal year to address the many loose bricks. If the City plans to bring a new tenant into the Sheriff's House space, additional funding (which is not included in this request) will be necessary to replace outdated electrical wiring, repair damaged plaster and address handicapped accessibility to the building and code-compliant restrooms.

FY17/18: The City will need to address the restoration of the gable ends, soffits and additional masonry on both structures. These various projects such as downspouts, windows and masonry should be done in conjunction if possible to make best use of a rented lift and coordinated effort of contractors. With completion of the Sheriff's House front stairs it would be appropriate to address the front glass enclosures providing access to the basement. The Sheriff's House roof over the restaurant area will need to be addressed in that it was not part of a 2009 roof project done by the restaurant owners, as well as a new gutter support system and cornice restoration. The ceiling of the courtroom on the second floor should be addressed, architectural plans developed and scope of work laid out. Funding for this project may be spread out over two years due to the anticipated costs and work involved. The elevator and west entrance conceptual plan should also be formalized this year with project implementation scheduled for FY18/19.

FY18/19: With the assumption that the City will continue to own the building at this time, the elevator and west entrance conceptual plan should be implemented. Part of this plan would be to address the west-side basement entrance to the Sheriff's House. The cinder-block structure is deteriorating and will need to be rebuilt or an alternative identified. Based on tenanting requirements, it would be appropriate to formalize architectural plans for interior remodeling of the the first and second floor to include ADA compliant bathrooms, and tenant worthy mechanicals and utility service. The courtroom ceiling project would also move forward this year, if needed. Restoration of the winding staircase should also be addressed in this fiscal year.

FY19/20: The primary project this year will be the removal of the late addition to the Northeast corner of the Old Courthouse and implementation of interior build-out improvements as identified in the architectural plan prepared in the previous fiscal year. This was identified by the HPC as a desired improvement to meet the targeted 1905

restoration date.

FY20/21: Moving forward from this fiscal year most of the major improvement and restoration projects should be completed. The City will move into regular maintenance and operation of the building and will continue with interior improvements such as plaster work, decorative improvements, flooring/carpet replacement as needed and tenant improvements as required.

Funding requested over the five-year period for Old Courthouse and Sheriff's House improvements are expected to surpass the resources available within the Tax Increment Financing Fund and will require supplemental revenues likely to be derived from fundraising and grants, or the related timeframes outlined above will need to be extended to reduce the costs in any given year.

Project: Courthouse Dome Exterior Lighting

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$30,000	\$0	\$0	\$0	\$0	\$170,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2017

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

The restored courthouse dome is a grand visual representation of Woodstock's commitment to historic preservation. At the present time, this architectural center piece is barely visible at night making that part of the Square look rather dark and uninviting. Exterior floodlighting of the entire dome structure would improve the year-round nighttime look of the entire downtown and also act as a form of signage making the Square more noticeable from a distance. Floodlighting would also compliment and enhance the new LED holiday lights.



This project would install multi-function LED floodlights on the peaks of the 4 gables. Their location would be similar to where floodlights were placed before the restoration work began. These new lights would be exterior-grade theatrical-style instruments that would include full dimming control and have a capability of projecting over one million colors.

Project: Streetscape Improvements

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$165,000	\$170,000	\$265,000	\$265,000	\$280,000	\$1,145,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

The Historic Woodstock Square has evolved as a unique shopping, dining and entertainment destination drawing visitors from, literally, around the world to enjoy its ambiance and “home town” feel. In fact, the Woodstock Square is an attraction unto itself, which adds to ensuring the economic vitality of the downtown business district. Much of the visual appeal of the Woodstock Square area is due to the City of Woodstock’s focus on ensuring that the brick streets, Park-In-The-Square, sidewalks, Woodstock Opera House and Woodstock City Hall are maintained at high standards.



Not unlike other downtowns, however, the evolution of some of the public improvements to the Woodstock Square and surrounding streets have, over many years, resulted in a certain “hardening” of some of the visual features in these areas. For example, years ago the decorative historic light fixtures were replaced with higher, concrete poles with visually unappealing “shoebox” light fixtures; street and intersection configurations were constructed to accommodate vehicular as opposed to pedestrian traffic; and the perimeter and/or feeder streets to the Woodstock Square have become disconnected from the appeal of the Square itself. In an effort to address these and other potential barriers to the continued revitalization of the downtown area, the City of Woodstock began working with professional consultants in FY02/03 to develop a Downtown Streetscape Manual to serve as the basis for the implementation of a continuing streetscape enhancement program. Elements included in the manual (i.e., pedestrian nodes, benches, plantings, trash receptacles, decorative lighting) have been included with such projects as the Calhoun Street resurfacing project; Sesquicentennial Park; Throop/Judd parking lot; Main Street improvements; and Woodstock Station.

As a result of this planning effort, the City has already been able to complete the following beneficial improvements to downtown streetscape features:

- Landscape islands (bumpouts) on Calhoun Street
- Landscape islands (bumpouts) on Main Street
- Landscape islands (bumpouts) on the interior of the Square
- Installation of decorative lights on Main Street
- Installation of decorative lights around the Square
- Landscape islands (bumpouts) on the outer perimeter of the Square
- Installation of coordinated streetscape amenities

In a Strategic Planning Workshop in June 2013, it was the concensus of the City Council that the completion of the stone veneer on the concrete wall in the Park in the Square should be the next priority as the City becomes financially able to move forward. As a result, it is recommended that future streetscape projects will include the following improvements and enhancements:

FY16/17 Installation of stone veneer over 100% of the concrete wall surrounding the Park in the Square.

FY17/18 Acquisition of property or long term easement for alley improvements between Main and Benton and preparation of detailed plans and specifications.

FY18/19 Construction of improvements for alley between Main and Benton.

FY19/20 Design and construction of landscape island and entry feature on Throop at intersection with IL Route 120.

FY20/21 Interesction improvements at Throop & W. Jackson and Jefferson & E. Jackson

Future improvements that have been identified with the Streetscape Guidelines include replacement of lights in the Park in the Square, intersection improvements at perimeter streets to link to the Square, and replacement of street lights on outer perimeter streets. The successful implementation of these projects will further enhance the downtown business district and provide a benefit to the residents, businesses, and visitors to the community by ensuring that the downtown area remains a viable place to recreate, work, and visit.

Project: Downtown Brick Replacement

Priority Ranking: B

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



One of the most unique characteristics of the historic downtown Square is the brick streets. One of the more unique challenges of having this type of street is maintaining it so that it is safe for motorists and pedestrians. The City began an annual downtown brick replacement program in FY09/10 for the sole purpose of maintaining this investment. Each year, thousands of bricks must be replaced because they have cracked, heaved, sunk, or shattered due to the

stresses from cars, trucks, and snowplows. Settling occurs when water drains between the bricks leaving the base material wet and subject to more movement during the freeze/thaw cycle. Once a brick has failed, it puts additional stress on adjoining bricks causing them to wear unevenly and fail prematurely. Without regular maintenance, the brick streets on the square will become hazardous to those same visitors and residents that the City is trying to attract.

Funds are requested in each year of this five-year planning period to pay the expense related to the replacement and repair of bricks within the streets on the Square, to pay for the replacement of cement bricks in the spring of each year, and to purchase additional clay bricks of the same size and shape as those that currently exist. The City needs to continue acquiring a sufficient quantity of bricks in order to have an adequate inventory to continue this work as needed. The only other way that bricks become available is when streetscape improvements like bumpouts are added. This requires bricks to be removed, and these bricks are then added to the City’s inventory for future use. Making this an annual program will help to reduce costs over time because work will not have to include damage that was allowed to compound over a number of years.

Deteriorated bricks on both the inside and outside driving surfaces of the entire Square have now been repaired and replaced since the program began. Each year, funds will be used to replace broken bricks and to restore areas that have settled or heaved due to the previous winter freeze/thaw cycle.

Project: Sidewalk Maintenance and Replacement

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$15,000	\$15,000	\$15,000	\$20,000	\$20,000	\$85,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



Much of the visual appeal of the Woodstock Square is due to the City of Woodstock’s focus on ensuring that the brick streets, Park in the Square, sidewalks, Woodstock Opera House, and Woodstock City Hall are maintained at high standards. Most visitors arriving to the Square will find a place to park and walk to their destination. Since pedestrian use is encouraged and often a necessity, it is important that regular maintenance, repair, and replacement of existing sidewalks is performed to create a safe environment for pedestrians.

Four different construction methods are chosen for this sidewalk maintenance based upon the type of repairs needed, the need to minimize any impact on the business community, and the economy or efficiency in completing necessary work. Methods

chosen to improve sidewalk conditions can include saw cutting, mud jacking, crack sealing, and physical removal and replacement or any combination thereof.

Funds are requested within this five-year planning period to complete a review of the sidewalk and curbing within the TIF and eliminate trip hazards as needed. Each annual program would include sidewalk maintenance and repair around the Square as needed to provide a safe walkway.

Project: Street and Parking Lot Maintenance

Priority Ranking: B

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$0

Project Purpose, Description and Benefit



In addition to the brick streets, streetscape islands, and pedestrian facilities within the TIF District, there are streets which have concentrated traffic volumes because of their proximity to the downtown businesses, shops, and restaurants. These streets not unlike other streets within the community have a limited service life. The condition of a community's street system has a direct impact on its

livability and economic development, and when streets are in good condition, a vision of prosperity is evident.

The Motor Fuel Tax (MFT) Fund Budget provides for funds to resurface, stripe, and crack seal neighborhood streets. These funds are limited, and street maintenance needs throughout the entire community are increasing. The City should utilize other funding sources for resurfacing in order to keep pace with the needs within the community. It is appropriate to utilize TIF funds to pay for resurfacing of City streets that are located within the boundaries of the district. Funds are requested in each year of the five-year planning period to complete some resurfacing on streets within the TIF District.

Within the TIF District, there are ten (10) public parking lots, containing more than 1,400 free parking spaces, that can be used by business owners, employees, and patrons of businesses within the TIF District. These parking lots are in addition to the on-street parking spaces that are available in and around the Woodstock Square. In order to preserve the character of the downtown and present a favorable impression to both residents and visitors, the City needs to protect the integrity of these parking areas. It is appropriate to utilize TIF funds for the resurfacing and complete some landscape improvements of these parking lots as needed since they have a direct benefit in the success of local shops and restaurants.

Project: Pedway Mural

Priority Ranking: C

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$10,000	\$0	\$0	\$0	\$25,000	\$35,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$300

Project Purpose, Description and Benefit



In 2013 the City completed the pedestrian walkway (i.e., pedway) connecting Main Street with the Throop Street parking lot behind the new Woodstock Theatre expansion. The pedway offers easy access to the Square from those lots on the northwest side of the downtown. As part of the theatre expansion, three structures were demolished which exposed the southern wall of the 231/233 Main Street building. This wall is in dire need of beautification and would benefit from the installation of a mural.

The proposed mural would add some character to the pedway and it would improve the surroundings and experience for those who use the pedway. The design would complement the movie theatre expansion and create visual interest in the pedway. A mural for this location could cost as much as \$50,000. It is the City's intent to secure a grant for this project which would fund up to 80% of the total project cost. Because this expense is not necessary, it is unlikely that the City would move forward without grant assistance. Funds are budgeted in FY20/21 to pay for a mural in the alley between Main Street & Benton Street for this same purpose and with the same requirements for funding if the project is to move forward.

The potential mural project could involve a partnership with McHenry County College and/or the Northwest Area Arts Council. Anticipated costs include wall preparation, materials, design, installation, and application of a protective coating.

Project: Streetscape Amenities

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000	\$60,000

Estimated Start Date: May, 2016

Estimated Completion Date: April, 2021

Annual Operating Costs: \$200

Project Purpose, Description and Benefit



In FY02/03, the City Council hired a consultant, URS Corporation of Chicago, Illinois, to develop a comprehensive wayfinding and streetscape improvement program to serve as the basis for a multi-year streetscape and public infrastructure implementation plan. URS designers worked with Woodstock’s citizen groups and City officials to develop the improvements to be used to create an identity for the downtown area and merchants, enabling wayfinding into the downtown, and to create a pedestrian-oriented streetscape conducive for street life and merchant interaction.

This streetscape plan developed by URS, and adopted by the City of Woodstock, has been used in the development of Sesquicentennial Park, the improvements to the Jefferson/Calhoun parking lot, the new Woodstock Station development, the Park in the Square, bumpouts at pedestrian crosswalks along Calhoun Street, and the new bumpouts along the business frontage in the downtown Square proper. Streetscape improvements include, but are not limited to, the construction of pedestrian islands, the purchase and installation of benches and trash receptacles, purchase and installation of lighting elements, installation of planting areas, and purchase of plant materials.

Funds through this line item are used to purchase additional or replacement trash cans, planter boxes, cigarette butt receptacles, and park benches on an as needed basis for use in the downtown area.

Project: Streetscape Signage

Priority Ranking: C

Funding Request:	FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
	\$10,000	\$10,000	\$10,000	\$0	\$0	\$30,000

Estimated Start Date: May, 2015

Estimated Completion Date: April, 2018

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

The City has been able to successfully complete several streetscape improvements to the downtown that have had a beneficial impact on the appearance and vitality of the Square. One often overlooked aspect of those improvements has included the use of

new decorative sign posts on Main Street and in landscape islands that are consistent in appearance with the new decorative light poles.

It is necessary for the City to install and maintain numerous traffic regulatory signs in the downtown for stop signs, parking regulations, directional signs, warning signs, and other regulations that must, by law, be posted. Just like landscape features and street light poles, the style and quality of these sign posts is important to the overall appearance of the downtown and the visual image that is being provided for motorists and pedestrians. The City has already installed decorative sign posts on Main Street and in the recent streetscape islands that are compatible with the overall style and goals. However, there are still several old sign posts around the Square that have not been changed and should be converted to match the new streetscape features.



Funds are requested for the purchase of decorative sign posts during the next three years with the installation to be completed by City employees.

TAX INCREMENT FINANCING FUND: Future Years Detailed Project Narratives:

Project: Roundabout Intersection Improvements

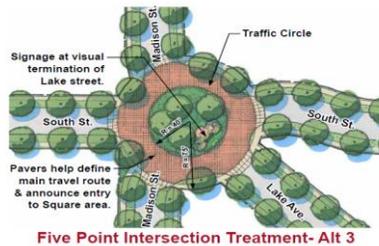
Priority Ranking: N/A

Funding Request:

FY16/17	FY17/18	FY18/19	FY19/20	FY20/21	Total
\$0	\$80,000	\$50,000	\$50,000	\$280,000	\$460,000

Project Purpose, Description and Benefit

Those improvements already completed by the City as recommended in the guidelines for Woodstock Square Streetscape have focused on the Square and streets in the central business district.



Some recommendations in these guidelines extend beyond the immediate downtown area and include other locations for improvements. For example, those streets surrounding the perimeter of the Woodstock Square "act as important thoroughfares, bringing visitors to the square and moving traffic around it.

These streets should start to establish the initial character and guide visitors to the Square access streets.” One specific location and recommendation within the Guidelines is identified as the intersection of Lake/Madison/South. The Guidelines state this “is a critical decision making point for visitors entering the square area in vehicles. Improving this intersection to be consistent with the streetscape elements will give visitors an indication that they have arrived at someplace special.”

One of the possible improvements recommended by the Woodstock Square Streetscape Guidelines is the reconstruction of this five-way intersection to develop a circle traffic flow. Other recommended features of the guidelines at this location include use of brick pavement to help announce entry to the Square area, informational and directional signage to the Square, and landscape and lighting features consistent with the downtown streetscape improvements. The City did submit this project to the McHenry County Council of Mayors for STP funding in 2014 and the project is included with the current Five Year transportation program and recommended for funding. Under this program, the City would receive 80% of the cost of construction and construction engineering from federal highway funds. The City is responsible for all costs associated with Phase 1 engineering; Phase II engineering; and right-of-way acquisition.

In order to utilize the STP funding, the City should move forward with Phase 1 engineering (location studies, environmental impact studies, public outreach, etc.) in FY17/18 which could take as long as 18 months to complete. Then, final design could be developed and approved in FY19/20 and necessary property could be acquired followed by construction could be completed in FY20/21. Total construction cost is estimated @ \$1.6 million dollars with maximum STP funding of \$1.1 million dollars.