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Roscoe C. Stelford, III
City Manager

Memorandum

January 21, 2014

To: Mayor and City Council

From: Roscoe Stelford, City Manager

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

The FY14/15-FY18/19 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.

The preparation of the FY14/15-FY18/19 5-Year CIP presented an even greater challenge due to the sustained downturn in new housing. Consequently, with fewer financial resources to fund an aggressive CIP, the CIP has had to, by necessity, be scaled back to match the revenues available.

FY14/15 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 FY13/14. The remainder of the document is devoted to the upcoming 5-year CIP (FY14/15-FY18/19). 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 – FY14/15. 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 FY14/15 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 FY14/15 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 21st 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 FY14/15 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 4th.

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



FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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January, 2014

CITY OF WOODSTOCK
 5-YEAR
 CAPITAL IMPROVEMENT PROGRAM
 FY2014/2015 THROUGH FY2018/2019

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CHAPTER ONE
INTRODUCTION TO
CAPITAL IMPROVEMENT PLANNING



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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 Stormsewer 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 FY2014/2015 – FY2018/2019 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 FY2014/2015 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 is 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 country's 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 FY13/14
CAPITAL IMPROVEMENT PROJECTS



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

**STATUS
FY13/14
CIP REVENUES
SUMMARY & OVERVIEW**

FY 13/14 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, over which the City has little or no control.

Since 2009, the United States has seen a significant decline in the overall health of the economy. No area of the economy was as negatively impacted as the housing market. The strong-growth years experienced only five years ago are no longer. 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 2009, new construction permits reached a 25-year low for the City with only 22 being issued in that calendar year. Since that time there has been an increase in the number of permits being issued, with FY13/14 projecting 50 new construction permits. While this number remains significantly lower than the peak, it does show that the housing market is starting to rebound.

Based on the continuing overall state of the economy and the depressed housing market, the preparation of the upcoming FY14/15 Budget will need to continue to be based on conservative impact fee projections and, most importantly, will result in a depressed level of available funds to provide for the City's capital improvement plan.

While several indicators are pointing to some limited economic growth for the US economy, the Federal Reserve Board has continued a policy of utilizing historically low interest rates to provide for an economic catalyst. The Federal Reserve Rate, which is the basis for most short-term borrowing, has consistently remained at a range of between 0.0% and 0.25%. While there has been some discussion of this rate increasing in 2014, to date no action has been taken by the Federal Reserve Board and many economists feel that if a rate increase does happen it will be in 2015 at the earliest. The Federal Reserve Bank did, however, decide at its December, 2013

meeting to begin to reduce the amount of bonds that it is buying from \$85 billion to \$75 billion each month. These new cuts represent a proposed gradual wind down of the current massive economic stimulus program that has been funded by the Federal Reserve Bank. The Federal officials wanted to stress that these reductions are a “tapering” of the current economic stimulus program not a “tightening.”

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 FY13/14. 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, enhance the “quality of life” for its residents.

The CIP process and associated document has proven to be 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 FY13/14 CIP revenue, across all funds, is projected to end the year significantly exceeding the budget amount, by \$545,600 or (26.5%), primarily as a result of stronger than anticipated TIF property tax revenue and the receipt of an unbudgeted State grant, which was able to overcome the continued reduction in telecommunication taxes received.

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

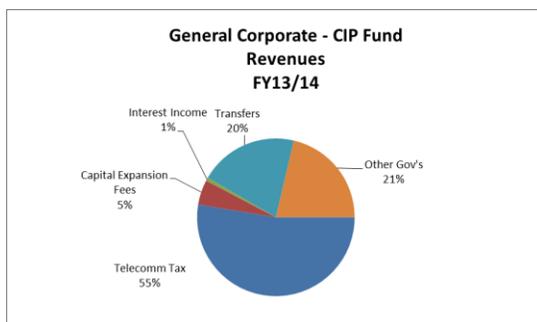
**Revenue Comparison
FY 13/14
Budget & Actual**

Fund	Budget	Projected	+(-)
General Corporate-CIP	\$923,500	\$1,121,500	\$198,000
Utility	244,000	424,000	180,000
Library Building	108,100	134,400	26,300
Environmental Management	230,900	244,300	13,400
Tax Increment Financing	553,200	681,100	127,900
	\$2,059,700	\$2,605,300	\$545,600

The total available financial resources, which include the annual revenues and the CIP fund balances carried over from the prior year, for the FY13/14 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 FY13/14.

General Corporate – CIP Fund Revenues – FY13/14



General Corporate – CIP Fund revenues of \$641,400 were budgeted; and of this amount, \$839,400 is expected to be received by fiscal year end. A significant portion of this overage can be attributed to an unbudgeted Legislative Member Grant Initiative the City received for Raffle Road Improvements which were completed in FY10/11. The increase in revenues was in spite of the telecommunications tax not meeting budget

projections and not receiving an additional distribution for the Safe Routes to Schools grant. Not receiving this additional distribution is a timing issue as the City had no eligible expenditures this year. It is expected in future years the City will have eligible expenditures and will receive the corresponding grant proceeds. The City’s telecommunication tax shortfall is projected to be caused by a shift in the telecommunication industry to voice over internet (VOIP) technology by a variety of businesses which reduces the amount of tax that is generated.

Impact fees also exceeded the budget amounts. While this amount is still significantly below the amounts the City was receiving 5 years ago, it does indicate a small 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 regard 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.

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 FY13/14 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, FY13/14 was the thirteenth 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.

When the CIP was first created, the largest contributor of revenue was from internal transfers, most notably from the General Fund and the Park Development Fund. With the introduction of the telecommunications tax, it supplanted the interfund transfers to become the single largest contributor of funding for the General Corporate - CIP Fund.

Over the years, various revenues have taken the lead, so to speak, depending on the CIP projects undertaken in any given year. For example, with the successful passage of the pool referendum, the City issued bonds that funded the construction of the Aquatic Center, which significantly exceeded all other revenue sources in FY00/01. In the following fiscal year, grant revenues returned as the largest revenue stream in the General Corporate - CIP Fund edging the bond proceeds issued for the Opera House Annex. Bond proceeds issued for the Community Recreation Center provided the largest revenue stream for the CIP in FY02/03. Conversely, in FY03/04 and again in FY04/05, the telecommunications tax, which is the fund's most stable revenue source, was also the largest revenue source for both of these years. Alternate Revenue Bonds were issued in FY05/06 to finance the development of two new parks and the construction of two roadway improvements, which supplanted telecommunication taxes as the largest revenue source. However, telecommunication taxes has again taken the lead since FY06/07 and remained in the top spot for the last eight fiscal years.

The telecommunication tax receipts are expected to fall below reduced budgetary expectations by \$110,000. It is critical that this revenue have a strong showing as it has been earmarked to

contribute \$350,000 annually to the debt service payment for the Police Station through FY20/21. The Telecommunication Tax as a dedicated funding source has allowed for not only the maintenance of existing assets, but also to improve and expand existing assets, increase service potential, as well as construct new facilities to meet the expanded community's demands.

The City's capital expansion fees for police and streets are reviewed and typically revised to reflect a cost-of-living increase each January 1st. The City Council has reviewed these associated fees in 2013 and has adjusted the fees to properly reflect the current land values. The City remains committed to insuring that new development pays its "fair share" and contributes the appropriate level of funding to help offset the new development's impact on the municipality's infrastructure.

Sufficient resources combined with proper planning have allowed the City to meet its outstanding debt obligations in FY13/14, which are reflected as interfund 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 FY13/14 revenues. However, the sustained decline in park impact fees reported within the Park Development Fund below the required levels needed to meet the debt service obligations has 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 regard to the Alternate Revenue Bonds issued to construct Merrymen Fields, the General Corporate – CIP will need to again provide for this associated debt payment in FY13/14, 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 and prior years as a result of the recessionary economy. There have been some signs that the economy has begun to rebound resulting in an increase in impact fee revenue received. This increase in these fees, however, is being offset by the continued decrease in telecommunication taxes. 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. Revenues that have continued to lag, and in some cases have not met budget projections, were for the most part related to market conditions that fall outside of the control of the City. The City will also continue to actively pursue Grants to help offset of pay for CIP projects.

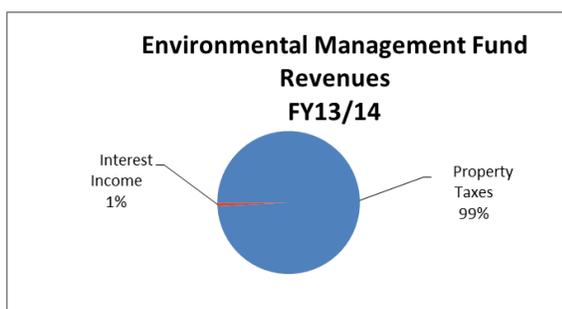
The General Corporate – CIP fund's balance has continued to realize a sizable fund balance, which is projected to end FY13/14 at \$1,788,500. This projected fund balance is a reduction of approximately \$300,000 from the prior year. The City had budgeted a \$556,000 deficit; however, the actual deficit was smaller than this due to stronger than anticipated revenue which is mostly attributable to the receipt of an unbudgeted state grant.

The City, for more than the last 10 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. One such project that the City is holding funds for is to complete the Route 47 upgrades. It is likely that the City will need to contribute funds to match both State and Federal money to see this project to completion.

Environmental Management Fund – CIP Revenues FY13/14



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.

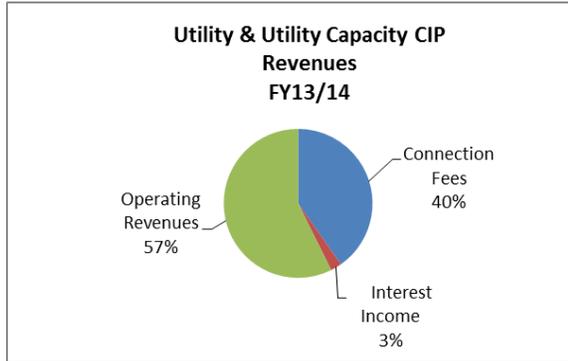
The funds being held are available for environmental clean-up of site-specific projects. In the past, these have included lead remediation, environmental remediation at the former Die Cast

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 at \$538,400, which slightly exceeds the budgetary expectations of \$520,000. Interest income is expected to reach the budget amount of \$4,800. This will result in the fund exceeding budgetary revenue.

The Environmental Management Fund is responsible for the debt service payment for a portion (environmental-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 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 cost 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 FY13/14:



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 town.

It is extremely important that the City have the ability to provide the necessary water and sewer services required by the community without

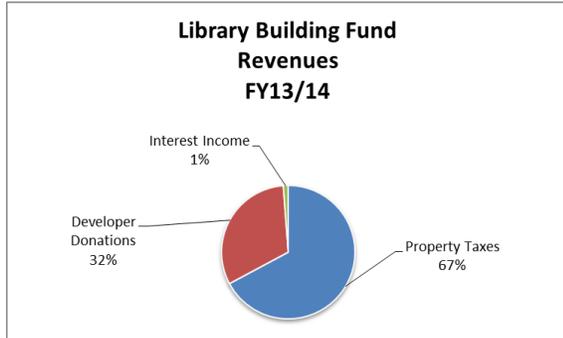
interruption. Through proper planning, the City has been able to stay ahead of the demand curve, even during the significant unfavorable drought weather conditions the City experienced a few years ago. Correspondingly, the City must make sure that current connection charges being charged are the proper 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 prior 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 of which are specifically restricted to fund CIP expansion projects, are expected to greatly exceed the budgeted amount. This is primarily caused by a significant increase in connection fees that is a direct result of the increase in new construction permits. Connection fees were budgeted for \$220,000; however, it is projected that the City will realize \$400,000 at the end of FY13/14. In comparison, during the building boom of six years ago, connection fees were generating over \$1,250,000. In calendar year 2011 only 27 permits were issued, and in 2012, 28 permits were issued. For this fiscal year, FY13/14, it is estimated that 50 housing permits will be issued. While this is still a significant decrease from six years ago, it does show that there is some significant improvement in the housing market.

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. At this time, existing revenues supplemented by connection fees are able to provide sufficient funding for the Utility's operating and capital needs.

Library Building Fund – CIP Revenues FY13/14



Three sources make up the revenue of the Library Building Fund: property taxes, developer donations, and interest income. Similarly to the City’s other funds that collect impact fees, developer donations remain greatly reduced from 6 years ago.

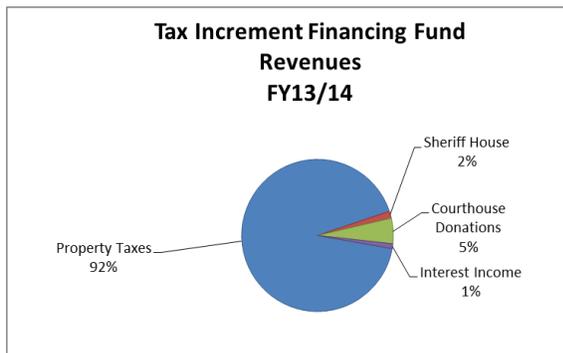
During FY 13/14 it is anticipated that revenue will greatly exceed the budget amount by over \$26,000. This increase is attributed to both a small

increase in property taxes and a large increase in developer donations. As has been stated before, this large increase in developer donations is a direct result of a small resurgence in new housing construction.

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 annual 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. As previously mentioned, these fees are automatically reviewed and, when appropriate, revised in accordance with City Ordinances.

The Library Building Fund continues to transfer funds to the Library Debt Service Fund to repay the principal and interest on the Alternate Revenue Source Bonds issued to finance the construction of the Library Expansion. The City is committed to insuring that an adequate reserve is maintained to fund future, long-term CIP projects along with funding worthwhile needed current projects to maintain and improve infrastructure. As of today, both of these goals are being met.

Tax Increment Financing Fund – CIP Revenues FY13/14



The City’s 2013/2014 fiscal year marks the tenth year the Tax Increment Financing (TIF) Fund was included as part of the CIP process. The TIF CIP continues to be impacted in FY13/14 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 FY 10/11. Since that period the Fund has seen a significant decrease in TIF property taxes. In FY13/14, it is anticipated that it will bring in just over the annual amount received 5 years ago. The good news, however, is the Fund did see an increase, which hopefully indicates that the TIF property tax revenue will increase in future years.

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 district's limited lifespan (6-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 Sheriff's House along with donations received in connection with the Courthouse and its tenants that are using the building.

Due to a conservative estimate and an unanticipated increase in property value in the TIF, property tax revenue will exceed the budget by over \$100,000. This, along with higher than anticipated revenue related to the Courthouse, will cause the fund to end FY13/14 more than \$133,000 to the positive in relation to what was budgeted.



**STATUS
FY13/14
GENERAL CORPORATE FUND - CIP
REVENUES**

REVENUES:

Beginning Fund Balance

FY13/14 Budget: \$2,127,400

FY13/14 Actual: \$2,084,400

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. Minimum cash balances are maintained to allow the fund to be able to pay costs on a timely basis.

FEES:

Telecommunication Tax

FY13/14 Budget: \$850,000

FY13/14 Projected: \$740,000

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.

In FY02/03, the City adopted the new Simplified Telecommunications Tax Act created by the State Legislature. The Simplified Telecommunications Tax combined the previous Telecommunications Tax and Infrastructure Maintenance Fee allowing for a maximum tax rate of 6%. In return, the Infrastructure Maintenance Fee was permanently eliminated. As required by the legislation, the State, as distinct from the City, is responsible for collecting this tax from the service providers. The telecommunication tax receipts have consistently declined each year since the transition of these collections to the State.

Capital Expansion Fees – Police

FY13/14 Budget: \$30,000

FY13/14 Projected: \$56,000

New housing construction continues to struggle nationwide as competitive prices for existing housing stock make it difficult to attract significant potential customers to allow for the previous levels of new construction activity realized just four to five years ago. In fact, building permits issued in calendar year 2009 set a 25-year record low in Woodstock, with only 22 new home building permits issued. Housing starts for FY13/14 have seen a substantial increase from the 22 seen in 2009, but are still down significantly from the mid 2000's building boom and what the City considers normal levels. For FY13/14 the City is projecting 50 new home construction permits. This level of building activity has resulted in a negative impact on the City's ability to generate development-related revenues and will have long-term impacts on the generation of additional property taxes in future years. New housing construction is not expected to return to previous years' levels for a number of years in the future, thus presenting an extremely challenging financial environment for those projects that are typically funded through these revenue sources. On a positive note, the corresponding demand for these projects has also receded with the decline in the growth of the community.

The City Council reviewed the City's impact fees and authorized revisions to reflect the modifications to property values. Future impact fees are now automatically adjusted annually based on land values.

Separate line items for Police and Streets Capital Expansion Fees (CEF) are reported within the General Corporate – CIP Fund and are used to fund projects that relate to each of the corresponding fees. CEFs are also collected for the schools, library, fire district and utilities and are recorded in their respective funds or the Escrow Fund if payable to another governmental entity. Fees for the parks are deposited into the Park Development Fund and are subsequently transferred to the General Corporate – CIP Fund to cover the amount expended on CIP park projects approved by the City Council as part of the annual budget process. Likewise, the Utility CEFs are deposited into the Water/Sewer Capacity CIP Fund and are accounted for separately, as required by law, within the Utility Fund.

This revenue source is entirely dependent upon building activity in the community; and by statute, these funds must be expended on public safety CIP projects.

Capital Expansion Fees – Streets

FY13/14 Budget: \$7,500

FY13/14 Projected: \$7,500

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. Like the Police Capital Expansion Fees, an annual adjustment is made to this fee each year, effective January 1st and just like the police, this fee was revised by the City Council in FY13/14 to reflect the reductions in property values. As with all CEFs, the amount of projects that can be funded

through this revenue source is completely dependent on the amount of new buildings that are constructed.

RECEIVED FROM OTHER GOVERNMENTS:

Raffel Road Improvements Grant

FY13/14 Budget: \$ 0

FY13/14 Projected: \$300,000

In October, 2013, the City was notified that it was eligible to receive a grant award from DCEO's Grant Management Program. Although the grant period was offered for FY13/14, a request was made and approved to use this award as partial reimbursement for a previously completed project, the reconstruction of Raffel Road, which had been necessitated to provide safe community passage to the newly-built Woodstock North High School. Design and engineering for this project began in January of 2007, while final construction was completed in August of 2010. The initial \$75,000 of the \$300,000 award was sent to the City in October, 2013, and the remaining \$225,000 was forwarded in January, 2014, following submission of all substantiating reports and receipts.

Safe Routes to Schools Grant

FY13/14 Budget: \$25,000

FY13/14 Projected: \$ 0

In August 2009, the City was successful in obtaining the maximum award (\$250,000) for a Safe Routes to Schools (SRTS) Grant to construct sidewalk completing a safe route along South Street to Westwood School and to fill gaps on Dane Street; generally from Mary Ann Street to Becking Avenue. The first phase of this project was completed in FY11/12. The City has moved into the next phase of this project. During FY13/14, the City worked on design engineering which is not reimbursable under this grant. While this portion of the project is not reimbursable, the construction phase, which is anticipated to take place in FY14/15, is grant eligible.

OTHER REVENUES:

Interest Income

FY13/14 Budget: \$11,000

FY13/14 Projected: \$11,000

This amount represents the interest earned on the CIP funds invested during the fiscal year. Due to the City's conservative fiscal approach resulting in reduced expenditures until corresponding revenues can be identified, combined with a sufficient level of fund balance to meet payment obligations, interest income is projected to meet the FY13/14 budget amount. Unfortunately, interest income remains hampered by the Federal Reserve Board's decision to maintain its Federal Reserve Rate at an unprecedented range of between 0.00% to 0.25% in attempts to promote economic growth.

TRANSFERS FROM/(TO) OTHER FUNDS:

Transfer from General Fund

FY13/14 Budget: \$250,000

FY13/14 Projected: \$250,000

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. This amount varies annually depending on the number and value of projects and the corresponding alternate sources of revenues to help offset these expenditures.

Transfer from Tax Increment Financing Fund

FY13/14 Budget: \$35,000

FY13/14 Projected: \$35,000

Over the years, the General Corporate – CIP Fund has provided funding for various projects that targeted improvements within the City’s Tax Increment Financing District. Specifically, the General Corporate – CIP Fund has expended over the last ten fiscal years \$593,000 in streetscape improvements, \$353,000 for parking lot acquisition and construction, \$366,000 for wayfinding, and \$415,000 for various park and street improvements, totaling in excess of \$1.7 million. This transfer reflects the proper repayment of these costs incurred by the General Corporate – CIP Fund, which have resulted in generating financial benefits on behalf of the Tax Increment Financing District.

Transfer to Debt Service Fund - Streets

FY13/14 Budget: (\$72,800)

FY13/14 Projected: (\$72,800)

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 stormsewer 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 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 twelve-year period associated with this debt.

Transfer to Debt Service Fund - WPD

FY13/14 Budget: (\$347,500)

FY13/14 Projected: (\$347,500)

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 (Series 2000B). 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 FY13/14 operating transfer reflects the necessary funding to provide for the principal and interest payments required by the 2013B Alternate Revenue Source Refunding Bonds.

Transfer to Debt Service Fund - Parks

FY13/14 Budget: (\$146,800)

FY13/14 Projected: (\$146,800)

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, and \$146,800 in FY13/14) has reduced the City's limited resources, which continue to experience revenue reductions from the poor economic climate. 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
FY13/14
CIP EXPENDITURES
SUMMARY & OVERVIEW**

In FY13/14, forty-seven (47) CIP projects, totaling \$2,959,600 were approved and included within the FY13/14 CIP Budget. A review of the numbers in the chart below indicates that funds were expended on forty-six (46) projects with two (2) projects being delayed and one (1) additional project being added. The Finance – Accounting Program, which was carried over from FY12/13, related to the purchase and implementation of time clock software.

In summary, the table below shows the City’s continued dedication to take advantage of a favorable construction environment to complete several major projects and focus on the implementation and/or completion of projects based on priorities determined by the City Council. The total budget and actual expenditures and the number of implemented projects by fund are summarized below.

**Expenditure Comparison
FY13/14
Budget & Actual**

<u>Fund</u>	<u>Budget</u>	<u>Projected</u>	<u>+(-)</u>	<u># Projects*</u>
General Corporate - CIP	\$1,197,000	\$1,155,300	(\$41,700)	25/26
Utility	\$570,000	\$584,900	\$14,900	9/8
Library Building	\$29,500	\$43,000	\$13,500	2/2
Environmental Management	\$129,000	\$301,800	\$172,800	3/3
Tax Increment Financing	\$805,000	\$874,600	\$69,600	8/7
TOTAL ALL FUNDS	\$2,730,500	\$2,959,600	\$229,100	47/46

***Approved/Actual**

Expenditures are projected to end the year exceeding the budget amount and are estimated to end the year at \$229,100 or 8.4%, above the total budget amounts. As will be further detailed in the following narrative, the specific project that contributed to the bulk of this over expenditure of funds can be attributed to the purchase of the street sweeper where the total cost was paid as opposed to purchasing it through a lease agreement.

Within the General Corporate – CIP Fund there were a total of twenty-five (25) projects with a cumulative budget of \$1,197,000 approved in FY13/14. At the end of the fiscal year it is projected that twenty-six (26) projects will be implemented totaling \$1,155,300. Five (5) of the projects came in under budget and of these, only one came in under budget because of a delay in the project. The Safe Routes to Schools was \$11,000 under budget, but this was primarily caused by right of way challenges.

Within the Utility Fund CIP, which is comprised of the Utility and Utility-Capacity Funds, there were nine (9) budgeted projects. Only eight (8) projects had expenditures as the IDOT Route 14 project was again delayed. Of the eight projects that did have expenditures, two (2) came in over 10% under budget and one project was significantly over budget. The I-I Improvement budget is expected to end FY13/14 \$50,000 over the budget amount. This was primarily caused by two flood events in the City that resulted in a significant number of residents applying for the grant program to install check valves and other sewer backup devices. In total, it is projected that expenditures of \$584,900 of the budget amount will be realized, which is 2.6% over budget.

The Library Building Fund CIP is projected to end FY13/14 with approximately \$13,500 more in expenditures than the budget amount of \$29,500. This overage was primarily caused by professional services related to assessing and determining the cause of the leaks in the roof for the Library building.

Three (3) projects were budgeted for within the Environmental Management Fund - CIP and this fund is projected to end FY13/14 \$172,800 over the budget amount. This was primarily caused by the purchase of a street sweeper. Originally, the FY13/14 budget included the street sweeper purchased through a lease; however due to the availability of funds and low interest rates for the City's investment funds, the City Council decided that it was fiscally responsible to outright purchase the street sweeper using cash on hand/reserves.

Finally, the Tax Increment Financing (TIF) Fund - CIP, budgeted for eight (8) projects with expenditures of \$805,000 for costs related to improvements located inside the TIF district. Actual expenditures are projected for FY13/14 at \$874,600 or \$69,600 over the total budget amount. This excess can be attributed to work on the Old Courthouse roof, which when bid out, was more expensive than had been projected. One project, the perimeter street lighting, will have minimal funds expensed this year, as this project will require the need to obtain necessary easements.

Briefly, the FY13/14 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 FY13/14 Budget. It should be noted that the narrative project summaries include bond payments for the Police Facility and Library Alternate Revenue Bonds. 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, 2014.

**STATUS
FY13/14
GENERAL CORPORATE FUND – CIP
EXPENDITURES – BY FUND & LINE ITEM**

General Administration:

Project:	Finance – Accounting Program
FY13/14 Budget:	\$0
FY13/14 Projected:	\$12,900

Current and Projected Status

A deposit of \$4,489 was made to Harris Software company, our current software vendor, to integrate electronic time clock usage. The is a worthwhile project as it will save significant time in the processing of payroll as time cards will no longer need to be entered manually by the Finance Department. Additionally other benefits are expected to be realized from this upgrade such as better tracking of vacation and sick time by supervisors. This project is expected to be rolled out in calendar year 2014 and will be phased by department to ensure accuracy and minimize disruption during implementation.

This project was authorized in FY12/13, but the final phase was not completed/paid until FY13/14.

Project:	Copy Machine Replacements
FY13/14 Budget:	\$10,000
FY13/14 Projected:	\$10,000

Current and Projected Status

The Copy Machine Replacement began a three-year replacement schedule for several of the City’s aging copiers. By utilizing the authorized funding in this fiscal year, staff was able to replace three of the copiers. Stan’s Office Technologies was the selected vendor to replace the equipment.

The first copier that was replaced was the administrative copier at City Hall. A new Ricoh MP C3003 Multifunction color copier was installed to replace the black and white copier as well as a color laser jet printer. This color copier will serve as the primary color copier/printer for all employees at City Hall. The second copier was replaced in the Community and Economic Development Department. A new Ricoh MP 2352SPF replaced the old standalone copy machine as well as another color laser jet printer. The third copier was replaced in the Dispatch room at the Police Department. The new Ricoh MP 301 copier replaced the copy machine located within the department.

During the negotiations with Stan’s Office Technologies, the City was able to secure new maintenance pricing for this equipment. The City now pays for each print or copy at a lower cost per page then its previous contract. This new rate still includes service, parts, yearly maintenance, and toner as part of the cost.

Project: **Computer Network**
FY13/14 Budget: \$25,000
FY13/14 Projected: \$25,000

Current and Projected Status

During this fiscal year, the computer network fund has successfully begun replacing the City’s aging servers. As funding is limited to purchase enough new equipment to improve the entire infrastructure, the City has moved forward with purchasing refurbished servers. These refurbished servers have been built to contain hardware that has been released within the last two years to support all of the City’s current applications now and approximately for the next three years. With these servers, the City has replaced the servers for Public Works, Recreation Department, and Opera House.

In addition, the Computer Network account has been used to purchase computer hardware and software for new positions that have been added to the City. These new computers should insure productivity within the City for the next four years. Additional money has been used to secure yearly maintenance fees for several of the City’s applications, such as website hosting, email archiving, remote management, etc. Any additional money that remains will be spent on continuing to improve the City’s overall computer and network infrastructure.

Project: **Data Backup Solution**
FY13/14 Budget: \$25,000
FY13/14 Projected: \$25,000

Current and Projected Status

The Data Backup project was funded this fiscal year to begin the process of finding a new and efficient manner in which to protect all of the City’s valuable data. Staff interviewed several vendors that supplied aggressive solutions to achieve the City’s goals. Unitrends was selected to be the vendor to supply their appliance-based backup solution to the City.

In FY13/14, the City’s original goal was to acquire enterprise-level hardware and software that would be used to back up the main data center which is located at City Hall. The City’s negotiations with Unitrends allowed the ability to purchase the necessary equipment to not only protect City Hall, but also provide enterprise-level backups at Police, Public Works, Recreation, and the Opera House one year ahead of schedule.

Through the Unitrends purchase, the City also secured the software to allow the City to replicate 5 TB of backup data to an offsite location for disaster recovery and business continuity. In FY14/15, the City Administration has included a request for funding to purchase the new hardware required to run the replication software, which further protects the City from future disasters.

Project: VoIP Telephone System
FY13/14 Budget: \$37,000
FY13/14 Projected: \$38,200

Current and Projected Status

At the January 15, 2013 meeting, the City Council approved the purchase of a Voice over Internet Protocol (VoIP) telephone system for all twelve (12) of the City’s facilities. Overall, the VoIP telephone system has provided the City’s workforce with access to modern telephone features and equipment. The City has also improved its network infrastructure between all of its buildings, enhanced communication and interconnectivity, as well as provided additional support between departments. Furthermore, the successful implementation of this project has resulted in operational savings and lower annual communication costs.

In FY 13/14, the City completed the installation of the Mitel Voice over IP phone system for all City facilities. The additional cost was for unforeseen parts and licensing as additional facilities were brought online.

Public Facilities:

Project: Radio Communication System Upgrade
FY13/14 Budget: \$10,000
FY13/14 Projected: \$2,500

Current and Projected Status

The City began the conversion of older radio-communication equipment in FY11/12 driven primarily by the need to comply with narrow-banding requirements. This work was followed by an upgrade to tower and antenna equipment in FY12/13. Since both systems were not functioning together until FY13/14, funds were requested to pay for a plan to add more equipment to improve coverage and reliability, but only if it were necessary. Although no funds needed to be expended on the system that was built, some work was required to program existing radios and payment was made to move a radio from a truck being taken out of service and reinstalled into a new vehicle.

Project: Opera House Improvements
FY13/14 Budget: \$142,000
FY13/14 Projected: \$147,600

Current and Projected Status

Opera House Fire Engine Doors:

The installation of accurate replica wooden engine house doors on the northwest corner of the Opera House will provide the last major element in the restoration of the north façade to its 1890 appearance, when that part of the building served as the City's second firehouse.

This project, as approved, called for the cooperative preparation of plans and specifications by Opera House staff and a qualified restoration architect, and the delivery and installation of the finished doors by the manufacturer/fabricator. These stipulations proved to be cost prohibitive. After extensive historical research, the Building Manager was able to produce suitable project specifications and drawings and the cost of installation by the contractor was avoided through the generous help of City staff, Opera House supporters and the Woodstock Fire/Rescue District (WFRD). The services of a skilled mason and a skilled carpenter were donated to the project, concrete work was provided by the Department of Public Works and the onsite lifting and placement of the heavy finished doors was done by members of WFRD. All work is expected to be completed by the end of February, 2014.

The project budget of \$28,000 is based on the original request for CIP funds, which did not anticipate necessary modifications to flooring and plaster, and the repair of hidden damage to stone and brick elements. However, funding designated by the donor to be used for this project has been provided through a bequest of \$36,100 from the estate of Audrey Anderson. That gift has been held within the General - CIP Fund. The total cost of the project, including site preparation, interior painting and cleanup, is projected at \$33,600.

Stage Lighting Improvements – Phase II:

Phase II of the Stage Lighting Project was bid in July with only one bid being received. The sole bid far exceeded the budget authorized within the General Corporate – CIP Fund for this project. It was recommended that the City Council reject this bid.

The Opera House staff worked to refine the scope of this project, using in-house staff for some of the work, and reducing some of the equipment. It was also decided to divide the bid into two separate and distinct parts – 1) bid the equipment only, reducing any mark-up by the installation contractor and 2) bid the installation only and changing the placement of the equipment, thereby reducing the contractor's cost for copper wire. Both bids were received, and when combined, the total costs fell below the budget amount. The project was awarded by the City Council on December 3, 2013. Work started in December, 2013 and is expected to be completed by the end of January, 2014.

Project: Existing Public Works Facility
FY13/14 Budget: \$50,000
FY13/14 Projected: \$40,000

Current and Projected Status

Based on a due-diligence process, the City Administration recommended that the City invest funds at the current Public Works location and requested funds to improve the existing site at 326 Washington Street. Having Public Works' resources at one location is an important part of providing prompt and quality services to the community. Therefore, funds were allocated in FY13/14 to address the replacement/repair of the roof for this facility.

The Public Works' Facility roof was inspected and a core sample was taken to determine the feasibility of repair versus replacement options. The roof over the office area has a metal deck with multiple layers of roofing including two inches of perlite insulation with an asphalt and gravel roof covered by ½-inch wood fiberboard and a fully-adhered Ethylene Propylene Diene Terpolymer (EPDM) rubber roof. Upon consultation, it was determined that this existing multi-roof system could not be effectively repaired nor overlaid with another new roof system.

Bids for this roof-replacement project were received in October, the project was awarded to the low bidder, contract documents were processed, and roof replacement began and was completed in November, 2013.

Project: Gateway/Directional Signage
FY13/14 Budget: \$20,000
FY13/14 Projected: \$15,500

Current and Projected Status

Opera House Marquee:

Since the restoration of the Opera House in 1977, numerous methods have been used to promote programs that were scheduled in the facility. While some of the earlier methods, like signs over the entrance to the park, were abandoned, others, like posters in the windows, have continued to be used. Currently, there are five primary approaches to advertising. These include: newspaper ads, posters, direct mail brochures, 8" x 5" handouts and social media like Facebook. While ads, brochures, handouts and social media have the largest distribution, posters have limited exposure and are mostly used in the front windows of the Opera House or the large display case facing Calhoun St. The posters' primary goals are to advertise current and future events to sidewalk and street traffic, or to those who come-by on days that the facility is closed.

There are, however, limitations to the use of posters. For instance: there are times when there are more event posters than the windows can accommodate; information can be hard to read from the street or sidewalk; budget restraints prevent some event organizers from purchasing posters; and information in this format can be difficult to change, keep current

or be presented in a chronological manner. It has often been suggested by Opera House user groups and the Opera House Advisory Commission that we improve and expand this method of advertising with a large marquee-type sign or electronic-message board.

During the City's annual Budget Workshop in April 2013, Council members expressed a desire to investigate the possibility to improve signage in and around the Square, utilizing an electronic marquee. Hitchcock Design Group was hired to develop options for the construction of a marquee at the Opera House, with the hope that a final plan could be presented for Council's consideration and approval in April, 2014.

Gateway Signage:

At its June 18, 2013 meeting, City Council authorized a waiver of the bid process to award a contract to Hitchcock Design Group to prepare preliminary design plans for future gateway initiatives at a cost of \$7,500. Throughout the summer Hitchcock Design Group met with the City Administration and staff to determine the scope of work, receive direction and come to a consensus as to the desired outcome of this project. They spent time visiting the Woodstock Square and gateway locations to gather photographs, determine appropriate scale and maintain the integrity of the City's brand.

The gateway sign project is intended to update existing signage or install new signage for the major thoroughfares that lead to the downtown. The proposed signage would utilize elements from the downtown to build on the City's brand/marketing and create an inviting pathway to the City's historical Square. The project has identified a number of different types of signage as well as the use of gateway banners and other directional identifiers.

In October, Hitchcock Design Group presented to the City Administration and staff preliminary design plans and cost estimates. A presentation by Hitchcock Design Group was provided at the December 17, 2013 City Council meeting to review the preliminary design plans. Future funding will be requested to implement new signs and improve existing signage/landscaping at key gateways over the next five-year planning period.

Public Safety:

Project:	Police Facility
FY13/14 Budget:	\$350,000
FY13/14 Projected:	\$350,000

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 (7 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: Police Vehicle Replacement
FY13/14 Budget: \$100,000
FY13/14 Projected: \$100,000

Current and Projected Status
 For FY13/14 four vehicles are scheduled for replacement. It is anticipated that one administrative vehicle, one detective vehicle, one marked patrol vehicle and one DARE/GREAT vehicle will be purchased. These vehicles will be purchased through the Northwest Municipal Joint Purchasing Cooperative or the State of Illinois Joint Purchasing Agreement. It is anticipated that these funds will be expended.

Project: Computer Network System Upgrade
FY13/14 Budget: \$15,000
FY13/14 Projected: \$14,200

Current and Projected Status
 This project includes the upgrading of the Police Department's computer network. During FY13/14, by taking advantage of promotions/sales and utilizing the State of Illinois joint purchasing agreement, thirty-one (31) Microsoft Office Pro licenses, ten (10) PCs, and one (1) laptop computer were acquired. It is anticipated that \$14,200 of the allocated funds in this account will be expended in the current fiscal year.

Project: Radio Communications Upgrades
FY13/14 Budget: \$18,000
FY13/14 Projected: \$18,000

Current and Projected Status
 Woodstock Police Department completed the Federal Communications Commission (FCC) mandate for narrow-banding its radio frequency. A portion of the Police Department's radio equipment was able to be reprogrammed to the mandated narrow-banding frequency. This project allowed the systematic replacement of police radios that were reprogrammed to the mandated narrow-banding frequency and have been in daily use for the past eleven years.

 In FY13/14 six (6) patrol officer radios were scheduled to be replaced at a cost of \$3,000 per radio for a total of \$18,000. The Police Department was able to negotiate a lower price for the radios allowing the purchase of ten (10) radios for a total of \$18,000. It is anticipated that these funds will be expended by fiscal year end.

park site. The Department of Public Works developed bid specifications using a 14' hexagon steel pavilion/shelter with a two-tier roof as the basis for the bid. Construction of the pavilion included a structural-steel frame, steel roof, welding, concrete slab, and site restoration. Once the pavilion was completed, the Parks Division installed a gravel path leading to the new pavilion from the public sidewalk. The lowest responsible bidder constructed the pavilion at a cost of \$23,000.

In May, 2013, the City requested proposals for the purchase of playground structures for Bates Park citing a maximum value of \$50,000. Once received, the Parks Supervisor reviewed the proposals and recommended the purchase of play structures manufactured by NuToys at a purchase price of \$38,000. After approval by the City Council, Parks Division employees removed the existing play structures and installed the new equipment in August, 2013. Some funds from this line item were also used to purchase fibar material and wood timbers for a new border.

In May, 2013 Don Peasley who was associated with Woodstock Little League and had a significant influence on the Woodstock community passed away. In honor of his memory, the City found it appropriate to name field #7 at Merryman Fields Park on his behalf. The ballfield complex is used almost exclusively by Woodstock Little League and Field # 7 is the largest of the fields that currently exist. Also in recognition, the City authorized the use of remaining funds in this line item to purchase a scoreboard that was installed on this field in October, 2013.

Project:	Dog Park
FY13/14 Budget:	\$25,000
FY13/14 Projected:	\$12,500

Current and Projected Status

For more than a year, the Village of Bull Valley has planned for the development of a dog park on property owned by the Village at the northwest corner of Country Club Road and Bull Valley Road. The Village of Bull Valley and the City reviewed the benefits from partnering in the joint development of a dog park. Initially, Bull Valley wanted the City to bear the cost of extending utilities to the site in exchange for the use of the park by Woodstock residents and that was the basis for the approved budget amount.

In early September, the City Council entered into an intergovernmental agreement with the Village of Bull Valley for the development of the dog park on 7 acres of land for the benefit of both communities. With an initial estimate of \$25,000 to construct the dog park, the agreement stipulates that neither community will be responsible to pay more than \$12,500 to construct the park. Site development was completed in 2013.

Project: Resealing Courts
FY13/14 Budget: \$14,000
FY13/14 Projected: \$12,000

Current and Projected Status
<p>Not unlike other park amenities, tennis and basketball courts need regular maintenance, which includes periodic patching, crack filling, grinding and a new color-coat surface. Courts selected for resurfacing in FY13/14 were one (1) tennis court and one (1) basketball court at the Prairie Ridge Drive Park.</p> <p>Bids were received at the Department of Public Works in July, 2013 for this maintenance work and a contract was awarded to the lowewst responsible bidder at a cost of \$11,160. Work was completed in August, 2013.</p>

Motor Pool/Equipment:

Project: Parks - Equipment Replacement
FY13/14 Budget: \$47,000
FY13/14 Projected: \$42,500

Current and Projected Status
<p>The brush chipper was ordered in August, and the equipment has been delivered. Staff was trained on the proper use of this equipment, and the brush chipper was placed into service.</p>

Project: Parks - Vehicle Replacement
FY13/14 Budget: \$110,000
FY13/14 Projected: \$93,000

Current and Projected Status
<p>The aerial bucket truck was ordered in August and is scheduled for delivery in March, 2014. Once delivered, this gasoline-powered vehicle is scheduled to be converted to a propane-powered vehicle.</p>

Project: Streets Equipment Replacement (Lease Payment)
FY13/14 Budget: \$19,300
FY13/14 Projected: \$19,300

Current and Projected Status
<p>In FY10/11 the City purchased a John Deere loader utilizing a lease/purchase option that spread the cost over a five-year period. The annual payment during FY13/14 was paid in June. The last payment will be required in FY14/15.</p>

Streets/Sidewalks/Signals:

Project: Illinois Route 47
FY13/14 Budget: \$10,000
FY13/14 Projected: \$23,400

Current and Projected Status
<p>The City knows 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 Illinois Route 47. Funds were included to support the City's participation in the planning process and to develop detailed information where needed to help shape the direction and scope of proposed improvements. In 2013, the Mayor and City Administration met with representatives from Senator Durbin's Office, Union Pacific, McHenry County, and Congressman Hultgren to discuss improvements to Rt. 47 and garner support for appropriate funding to effectuate the eventual construction and improvements to this major thoroughfare.</p>
<p>McHenry County Division of Transportation has released their draft 2040 McHenry County Long Range Transportation Plan. Since the beginning of the process, a survey was conducted and three transportation projects with local impact topped the list of projects that should be a priority in McHenry County. These projects, IL Rt. 47 improvements from U.S. Rt. 14 to Charles Road; IL Rt. 47 from Reed Road in Huntley to U.S. Rt. 14; and Metra UP Northwest line upgrades were consistently identified and supported by the public, local agencies, and local businesses. The Mayor and City Council adopted a Resolution that was sent to the County in support of Rt. 47 and the Metra Train Line upgrades.</p>
<p>The City also learned in 2013 that Phase II engineering (design and land acquisition) for Rt. 47 was included in the State of Illinois, Professional Transportation Bulletin. The bulletin shows the project split into two segments with one project focusing on Rt. 47 between Rt. 14 and north of Rt. 120 and the other continuing from north of Rt. 120 to Charles Road. Projects were expected to be awarded in October/November with the contract providing 24 months to complete each project. The Bulletin specifies a 10' shared path on the east side and a 5' sidewalk on the west side.</p>
<p>Funds were spent in FY13/14 to complete an aerial view of IL Rt. 47 during a peak period to provide pictures when meeting with legislators as a means to support the planning process for proposed improvements. In addition, the City Council approved the selection of a legislative advocate to assist in securing the future funding required to complete the Phase II engineering and bring the project to eventual construction.</p>

Project: Resurfacing
FY13/14 Budget: \$273,700
FY13/14 Projected: \$273,700

Current and Projected Status

The City allocated a total of \$1,000,000 for this year's resurfacing program which is approximately 18% less than that which was provided in 2012. The City has made great strides to increase street maintenance efforts. The total revenue available is derived from the following sources contained within the approved FY13/14 budget and combined into a single construction contract to take better advantage of "economies of scale" which then typically results in lower unit prices.

Motor Fuel Tax for street resurfacing	\$426,300
TIF District, street & parking lot maintenance	200,000
General Corporate funds transferred to MFT	100,000
General Corporate CIP; street resurfacing	<u>273,700</u>
Total FY13/14 revenue available	\$1,000,000

A contract for the annual street maintenance program was awarded by the City Council in June 2013 and improvements were completed on the following streets during this budget year:

- Banford Road - Raffel to 250' east
- Beech Avenue - Wheeler to Tappan
- Cobblestone Way - IL Rt. 47 to Castle
- Greenwood Road - IL. Rt. 47 to 210' east
- Jackson Street - Pleasant to Emricson Park entrance
- Jefferson Street - South to Lawrence
- Judd Street - Madison to Seminary
- Lee Ann Lane - Ridgewood to end
- McConnell Road - Courtaulds Dr. to end of Bull Valley Greens development & Applewood to Red Barn
- North Street - Clay to east end
- Russell Court - IL Rt. 47 to Julie
- Seminary Avenue - Hutchins to north end
- South Street - Madison to Seminary
- Throop Street - Washington to South
- Ware Road - Haydn to Raffel
- Woodside Court - St. Johns to end
- Woodside Drive - St. Johns to 225' north
- Zimmerman Road - McConnell to Country Club

Project: Sidewalk Construction
FY13/14 Budget: \$40,000
FY13/14 Projected: \$40,000

Current and Projected Status
Funds in this line item were used for the purchase of material and supplies to be used by City employees for the 'in-house' replacement of hazardous sidewalks. These include locations where the sidewalk was severely deteriorated and locations where tree roots had created trip hazards. Approximately 6,000 square feet of sidewalk was removed and replaced by City employees, in addition to the removal & replacement of some B612 curb in FY13/14. Nearly \$16,000 was paid for mudjacking where sidewalk panels were in good condition and hazards were removed without having to remove and replace sidewalk sections.

Project: Safe Routes to School Grant Program
FY13/14 Budget: \$25,000
FY13/14 Projected: \$14,000

Current and Projected Status
<p>The City received notice in February, 2012 that it had received a grant for the maximum amount of \$250,000 to construct new sidewalk on both sides of Dean Street between Kimball Avenue and Prairie Ridge Drive. It was anticipated that construction would take place in 2013 and funding was approved to pay for construction engineering which will be reimbursed through the grant.</p> <p>Initial surveying of the proposed project limits revealed that there were four parcels within the project limits where rights-of-way were never properly dedicated. As a result, the plat of survey for these properties shows property lines that extend out to the center of Dean Street. The City has been negotiating with property owners to dedicate right-of-way for the construction of sidewalk. However, the two properties on the east side of Dean Street have been hesitant or unwilling in conferring the right of way. As a result, the project has been delayed. Because grant funds will expire if sidewalk is not constructed in 2014, the City has decided to move forward with construction of sidewalk only on the west side of Dean Street between Kimball Avenue and Prairie Ridge Drive.</p> <p>In FY13/14 funds have been expended for legal fees to prepare and record ROW dedication documents for those properties on the west side of Dean Street in addition to the completion of sidewalk design and program approval with IDOT. Plans are to move to the construction phase in FY14/15.</p>

Stormwater Management

Project: Storm Sewer Improvements
FY13/14 Budget: \$45,000
FY13/14 Projected: \$42,000

Current and Projected Status

Funds in this line item were originally planned for the repair of a 21-inch storm sewer in the 1900 block of Julie Street. Two major rain events in 2013 tested the City's storm sewer infrastructure and a higher priority emerged when the water receded.

A 15-inch storm sewer pipe near the intersection of Greenwood Avenue and Queen Anne Street failed and an internal view of the failure revealed that a portion of pipe had collapsed and another portion was back pitched. Both of these conditions have a significant impact on the flow of stormwater through this pipe and could also impact those residences upstream of the failure. In an effort to eliminate the failed portion of the pipe, the City engaged its engineering consultant, Hampton, Lenzini & Renwick (HLR), to prepare detailed plans and specifications. A contract totaling approximately \$38,000 was awarded to the lowest responsible bidder. Work was completed before November 15, 2013. In addition, the City paid HLR \$3,800 for their services related to design and preparation of plans & specifications. The Julie Street stormsewer repairs will again be forwarded for funding in subsequent years.

Project: Infiltration/Inflow (I/I) and Stormwater Improvements
FY13/14 Budget: \$50,000
FY13/14 Projected: \$50,000

Current and Projected Status

The City experienced two major rain events in 2013 resulting in the flooding of homes and buildings, flooding of streets, and short periods of storm sewer backups. One home was flooded in Westwood Estates after the pond overflowed its banks, overtopped the road, and flowed toward and through the residence. Although this flooding was undoubtedly the result of the volume and intensity of the rainfall, some improvements could be made in the public right-of-way to help prevent a reoccurrence. The City solicited its consulting engineers, Hampton, Lenzini, & Renwick (HLR) to find a solution to the problem, making sure that the solution would not negatively affect other neighboring properties. The solution involves redefining a drainage ditch, raising the pond bank slightly, and the installation of a new storm inlet. Work was let to a local excavator at a cost less than \$10,000 with work expected to be completed by end of FY13/14. The City also paid HLR \$3,400 to design these improvements.

Other expenditures in this line item are related to a project on Bull Valley Drive where a ditch needed to be defined and a culvert replaced. Funds were also expended to pay to televise the discharge pipe from the retention area off Tara Drive to see if it was free from obstruction. Remaining funds will likely be spent on storm sewer repairs around Zimmerman Road to improve stormwater flow in the short term.

**STATUS
FY13/14
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 environmental-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. The principal use of these funds in the past has been for the remediation, maintenance and monitoring of the old landfill Superfund site. In anticipation of the significant costs related to the landfill site, the City did implement a tax levy in the late 80's for that project and related environmental cleanup costs. This tax was first approved by the City Council in 1989, and was effective with property taxes paid by residents beginning in 1990. Initially this revenue was primarily for the costs associated with the landfill project; however, the scope of the fund was subsequently expanded to include other environmental-related expenditures and this budget section was renamed to the current Environmental Management Fund to accurately reflect its emphasis on environmental issues (e.g., 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 the past, the property tax levy has been sufficient to meet both the operating and CIP needs for this fund. After performing a detailed analysis of the future financial needs for the Environmental Management Fund, in combination with the completion of the cap construction, the City Administration was able to reduce the Fund's property tax levy in FY03/04, reporting a \$250,000 reduction compared to the previous fiscal year.

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.

Property taxes are projected to end FY13/14 \$13,400 over budget at \$538,400. Other revenues in this CIP Fund are projected to be in line with the budget amounts. In addition, a revised debt service transfer is authorized within the FY13/14 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: **Alternate Fuel Vehicles**
FY13/14 Budget: \$10,000
FY13/14 Projected: \$7,000

Current and Projected Status
The Parks division aerial bucket truck is scheduled for delivery in March, 2014. This truck will then be converted from a gas-driven to propane-driven vehicle. The propane-fuel conversion for this vehicle will be completed before the end of April, 2014.

Project: **Leaf Machines**
FY13/14 Budget: \$75,000
FY13/14 Projected: \$56,900

Current and Projected Status
<p>For more than 35 years the City has facilitated a leaf collection program for residents living within its corporate limits. This service provides many benefits to the community including:</p> <ul style="list-style-type: none">• Leaf collection by the City provides a safe, environmentally-friendly alternative to burning;• The collection of leaves assures that they are being properly disposed of through a program that is environmentally-beneficial; and• Leaf collection helps to keep the storm sewer intakes clean so that the streets drain properly in the fall and winter months (prevents flooding and icing). <p>In the approved FY13/14 Environmental Management Budget, \$75,000 was appropriated for the purchase of a new leaf machine. A 2013 Spartan Leaf Pro Plus, 25-yard capacity leaf loader has been purchased from Bonnell Industries, Inc., Dixon, IL, in the amount of \$56,835. This leaf loader was delivered and was successfully placed into service this fall for the annual curbside collection of leaves.</p>

Project: **Street Sweepers**
FY13/14 Budget: \$44,000
FY13/14 Projected: \$237,900

Current and Projected Status
The City provides and operates two street sweepers to aid in keeping the parking lots, the downtown, and residential streets clean and free of litter & debris. In some cities, clean streets have been correlated to reduced crime rates. In residential areas, clean streets help promote “ownership” of neighborhoods and individual homes. The ability to keep all streets clean and to clean up before and after special events is also an important environmental responsibility of the City. The “first flush” water quality of any

stormwater discharge contains the greatest amount of contamination. Regular street sweeping collects and removes from the pavement solids, grit, and liquids that leak from vehicles. Sweeping also allows for the proper disposal of collected material resulting in a reduction of stormwater contamination. Documentation of an ongoing street sweeper program is one of the primary measurable goals in the City's IEPA NPDES permit for stormwater discharges from separate storm sewer systems.

The approved FY13/14 Environmental Management Budget included \$44,000 for the first year of a five-year lease/purchase agreement for a street sweeper. Given the state of the financial markets, City staff recommended the outright purchase of a new street sweeper rather than financing it over a period of years. The reason for this recommendation was that the City of Woodstock had an excess of liquid investments. The interest rate for financing the sweeper exceeded the City's investment rate of return, even over a projected long-term period. Therefore, the City will actually benefit financially by purchasing the sweeper outright. A budget transfer will be processed at the end of the FY13/14 budget year to account for the full purchase price as opposed to a multi-year lease/purchase plan, which was approved at the time of budget preparation. The street sweeper was ordered in September and was received in calendar year 2013.

**STATUS
FY13/14
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, 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 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 FY13/14, the Utility Fund’s fund balance was \$1,632,900 and the Utility Capacity CIP Fund’s fund balance was \$4,689,900. Most of the capital projects budgeted within the Utility Fund are normally financed solely from operating revenues received in the current fiscal year. Several multi-year projects were funded in the past utilizing bond proceeds that resulted in significant increases to fund balance which were eventually utilized to provide for the related expenditures.

The entire balance of \$4,689,900 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 FY13/14 budget includes the collection of impact fees, albeit at a continued slower pace than prior years, although significantly higher than two years ago, that will increase the fund balance within the Utility Capacity CIP Fund to provide the necessary resources needed to pay for the capital projects budgeted within this fund in future years.

At the end of December 2013, 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 FY13/14, the City budgeted \$4,700,000 to be received from water and sewer charges. As the end of December 2013 the fund had collected approximately \$2,875,000. This represents 61% of budget. As such it is unlikely that at the end of FY13/14 the City will meet its budgeted amount. Reasons for the decline in water sales were a relatively wet and cool summer which resulted in less landscape watering by residents.

Connection fees reported in the Water and Sewer Capacity CIP Fund were budgeted at \$220,000 in FY13/14, which represents a small increase from the prior fiscal year. As seen in other funds receiving impact fees, connection fees as of December, 2013 have already exceeded the budget number by over \$160,000 and by the end of the FY13/14 are projected to exceed revenue by \$180,000.

Even with the upturn in connection fees, they are still significantly below the levels received six years ago. As such, the City must remain vigilant when examining its fees and charges on an annual basis to insure sufficient revenues are generated to meet the cost of operations. More importantly, in the case of new development, the City must not only consider the impact the development will have on the Utility’s current system, but also insure that capital expansion fees and impact fees, charged at the time of construction, are assessed based on the future demands placed on the Utility system and are sufficient to meet future capital costs that will be incurred.

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: Water Tower Maintenance
FY13/14 Budget: \$35,000
FY13/14 Projected: \$35,000

Current and Projected Status
<p>The 0.5 million gallon Hill Street water tower was last painted in 1996. The exterior was cleaned and spot repaired in FY07/08. The interior of the tank was cleaned in 2012 and both the interior and exterior surfaces were tested for lead content. Based upon the inspection and evaluation, funds were requested in FY13/14 to perform a complete cleaning of the tank, perform a large number of internal & external spot repairs, replace the failed steel deck at the bottom of the tower, and upgrade the safety climb systems for OSHA compliance.</p> <p>Bids for this project will be received this winter and work is scheduled to be completed prior to April 30, 2014.</p>

Project: Well Maintenance & Improvements
FY13/14 Budget: \$115,000
FY13/14 Projected: \$100,000

Current and Projected Status
<p><u>Annual Well Inspection and Maintenance Program:</u> Each of the City’s existing six water supply wells is 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.</p> <p>Well #10 has been removed from service, the equipment has been removed from the well, inspection and repair work was completed, bringing the well back online in 2013</p> <p><u>Water Supply Wells Emergency Generators:</u> If Well #8 loses power, there currently is no backup generator, and this source of water would be disabled. An emergency generator is being purchased and installed to remedy this situation. In the event of power loss, the generator will activate and transfer over to emergency power. Once primary power has been restored to the well, the system will transfer from emergency to primary power. This funding allows for the purchase of a generator, transfer switch, wiring, installation, and training.</p>

The specifications are being written for the emergency generator and ancillary equipment for Well #8 and once they are complete this project will be publicly bid. This emergency generator project will be completed prior to April 30, 2014.

Project: Water Main Replacement & Construction
FY13/14 Budget: \$100,000
FY13/14 Projected: \$100,000

Current and Projected Status

Funds through this line item in FY13/14 are planned for use in creating distribution system improvements to increase fire flow and improve water quality. With approximately 110 miles of water mains (some more than 100-years old) and approximately 1,000 fire hydrants, there is a constant need for maintenance, repair and replacement. Proposed activity takes into account problems that residents report, observations and recommendations from employees, and recommendations from the 2006 Water System Master Plan.

The project selected for completion in FY13/14 was identified as an 'A' priority in the 2006 Water System Master Plan for the purpose of increasing the flow rate within the water distribution system to improve fire flows. This project will connect the water main on Kimball Avenue to the water main on Barbary Lane. This project was selected based upon the amount of available funds. Work will be completed prior to the end of April, 2014.

Project: Water Treatment Plant Maintenance
FY13/14 Budget: \$20,000
FY13/14 Projected: \$20,000

Current and Projected Status

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.

The chlorine leak detection alarm was connected to the PLC and computer code was written so that the chlorine leak detection alarm is recognized by the alarm dialer. This work was completed in November, 2013. The iron removal filter #3 leak repair and the dehumidifier ducting improvements are in process and will be completed prior to April, 2014.

Project: **Wastewater Treatment Plant Maintenance**
FY13/14 Budget: \$160,000
FY13/14 Projected: \$162,700

Current and Projected Status
<p>The Northside Wastewater Treatment Plant utilizes an aerobic (oxygen rich) process to maintain a healthy biomass which is essential for breaking down organics in the wastewater stream. This air used in the process originates from a rotary blower which is in operation 24/7. An air header (12” pipe) under low pressure conveys the air to the treatment process, and has been in service since the 1960s and is in need of replacement. The benefit of replacing this airline in a proactive manner was to avoid the inevitable future cracks and breaks in the piping and downtime from the necessary aeration utilized in digester # 1 and the series of lower digesters.</p> <p>This project encompassed the installation of a 12” tee in the Rotary Blower room discharge piping with a new 12” butterfly valve. The contractor connected a new 12” air main underground to the corner of Aeration Tank #1 and installed a new 12” air main that terminates at the 8” air supply in Aeration Tank #2 that feeds the lower digesters. An 8” underground air supply was also installed underground to Digester #1 from the new 12” airline.</p> <p>As recommended in the 5-year CIP and approved in the FY13/14 budget, \$160,000 was allocated to pay for the replacement of the air main. The approved engineering agreement for professional design services and bidding assistance was for \$13,000. The construction contract was awarded to the low bidder for the total bid price of \$148,000. The design engineer requested an additional amount of \$1,645 for the preparation of additional plans and specifications related to Aerobic Digester Nos. 5-8, along with the production of fifteen (15) sets of plans and specifications. This will result in the overall project cost of \$162,700.</p>

Project: **Vehicle Replacements**
FY13/14 Budget: \$100,000
FY13/14 Projected: \$87,200

Current and Projected Status
<p>The backhoe for the Sewer & Water Maintenance division was ordered in August, 2013 and delivered in September. The heavy equipment operator was provided training, and this piece of equipment has been placed into service.</p>

Project: I-I Improvements
FY13/14 Budget: \$10,000
FY13/14 Projected: \$60,000

Current and Projected Status
<p>The City has a program whereby 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 as the result of a rain event.</p> <p>During an average year, only a handful of residents request consideration to participate in this program. In 2013, however, the City experienced two significant rain events where 4-6 inches of rain fell over a short duration. The first storm was on April 18th and the second event occurred on June 26th. Both events resulted in a large number of calls from residents experiencing sanitary sewer backups and Public Works employees responded to each call that was received. The number of residents who were unsatisfied with the City's response was very low, if not non-existent. This program was one of the main reasons there was such a high instance of customer satisfaction.</p> <p>Residents felt that the City was there to assist them not only during the flooding, but after the water receded. This program gave them the assistance they needed to help prevent a reoccurring sewer backup. As a result, the City decided that it was appropriate to consider all requests even though the budgeted amount for this program would be exceeded by the end of the fiscal year. Funds from this line item were used to reimburse those property owners connected to the City's sanitary sewer system that have re-occurring sewer backups in their home. Costs covered the installation of standpipes, floor drain plugs, manual check valves, automatic check valves, or the conversion of drains to overhead sewers with the installation of an ejector pump. The type of installations were approved as recommended by a licensed plumber and in accordance with the terms and conditions of the I-I Backup Policy. To date nearly 25 applicants have been approved for participation in this program.</p>

Project: Liftstation Maintenance
FY13/14 Budget: \$20,000
FY13/14 Projected: \$20,000

Current and Projected Status
<p>The City currently has 21 sanitary sewer liftstations 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 any customer. The City has a replacement pump in stock for each of its existing sanitary sewer liftstations in operation. If a spare pump in the inventory is placed into service, a replacement pump is purchased. Expenditures in this line item are related to unexpected sanitary sewer liftstation pump repair and/ or replacement. It is anticipated that all funds will be expended by the end of the fiscal year.</p>

Project: IDOT Route 14 Improvements
FY13/14 Budget: \$10,000
FY13/14 Projected: \$0

Current and Projected Status

IDOT is nearing completion of the detailed plans and right of way acquisition to reconstruct US Route 14 from Lake Shore Drive to Illinois Rt. 176. Originally, IDOT had anticipated that these improvements would begin in the spring of 2012, but the City was recently notified that the target letting date has been moved to April, 2014. Based on that revised schedule, construction would then begin in the summer of 2014 and include an 18-month construction schedule.

Because the City has sanitary sewer and also water mains located within the Route 14 right of way, the City is required to pay for any utility conflicts or relocation work needed to relocate or replace those utilities prior to the roadway construction. It is not anticipated that funds will be expended for Route 14 utility relocation until FY14/15.

**STATUS
FY13/14
UTILITY CAPACITY EXPANSION – CIP**

EXPENDITURES:

There were no Capital Outlay expenditures in the Utility Capacity Expansion CIP in FY13/14.

**STATUS
FY13/14
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.

In FY05/06, the City issued \$2,270,000 in General Obligation Bonds to complete an in substance defeasance, which resulted in these funds being placed in an irrevocable escrow account to refund \$2,130,000 of the City's 1999 General Obligation Bonds that were approved through referendum and issued to finance the construction of the Library. The refunding has resulted in a net present value savings to Woodstock taxpayers of \$114,900 or over 5% of the refunded bonds, which exceeds the industry standard of 2%.

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.

Property taxes for FY13/14 are projected to end the year by slightly exceeding the budget amount. Developer donations are projected, as have all other impact related fees, to greatly exceed the budget amount. At the end of FY13/14, the City anticipates developer donations to bring in \$42,500, which is \$24,000 more than was budgeted. Also contained within the Library revenue number is a transfer out of (\$42,400) to cover the Library's 2010B Series Alternate Revenue Bond that was used to expand the library.

EXPENDITURES:

Project: Library Building and Grounds Maintenance/Improvements
FY13/14 Budget: \$10,000
FY13/14 Projected: \$21,000

Current and Projected Status
During FY13/14, the library retained Building Technology Consultants (BTC), a regional firm specializing in commercial water-infiltration problems, to determine the cause of the many leaks at the library. It was felt that re-shingling the vaulted roof areas would be counter-productive until the ventilation and other related issues could be ascertained with certainty and methods of remedying the situation identified. Several areas of the flat roof were patched and repaired in FY13/14 to hold the infiltration to minimal levels until the other issues could be resolved.

Project: Library Furniture and Equipment
FY13/14 Budget: \$19,500
FY13/14 Projected: \$22,000

Current and Projected Status
<p><u>Computer & Network Hardware (\$19,000)</u></p> <p>The Library is in the process of upgrading its network switches, as well as adding some additional network infrastructure to provide redundancy in the case of a switch failure. The scheduled replacement of 15 computers, 5 monitors and a printer will be completed in the 3rd quarter as part of the scheduled rotating 5-year replacement plan for the library's 97 public and staff computers.</p> <p>Implementation of a self service scanner/fax/wireless printing station for the public was completed in early FY13/14.</p>
<p><u>Furniture Replacement & Upholstery (\$3,000)</u></p> <p>The Library completed the repair of a number of wooden chairs and cleaning of upholstery on a number of upholstered chairs. The repair was necessitated by the rapidly dwindling supply of usable chairs, which was resulting in many tables and study areas having only two or three and in some cases only one chair at a table designed for four. Cleaning of the upholstery was felt necessary on chairs that receive high use, due to staining and odor retention on the upholstery.</p>

**STATUS
FY13/14
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 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.

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 City Administration has been working with the controlling financial institution to facilitate a smooth transition of this property to a new developer.

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 (6 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 that benefit the TIF district. For example, the FY13/14 TIF CIP included a line item for a variety of downtown facade improvements, streetscape signage, the continued downtown brick replacements, resurfacing streets and parking lots in the downtown, replacement of perimeter street lighting, the construction of the Main Street pedway and improvements to the Old Courthouse & Sheriff's Office. The goal of the improvements to the Old Courthouse & Sheriff's Office is to address the facilities' deficiencies to a point where they can be returned back to the private sector that will use the building that celebrates its historic nature. The goal of all of the funds being expended inside the TIF is to ensure that this area continues to thrive as a business area and remain a tourism destination for many years to come.

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 fifteen 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%
* Projected			

As indicated in the table presented above, over the first 12 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 FY13/14 the City experienced a small increase of \$22,700 or 3.7%.

Based on the reversal in revenue the City will anticipate, on average, a growth of between 3 and 5% in property tax revenues. At that time several various remodeling projects should again become cost-feasible and will provide additional tax revenues within the downtown. The increase in projected tax increment revenues may also be impacted by other improvements to the area that would have a substantial impact on the assessed values reported within the TIF district.

Revenue for the Sheriff House along with interest income is expected to meet the budget amounts. On the other hand, donations related to the Courthouse are expected to exceed the budget amount by \$25,700. Total revenue for the TIF fund is expected to exceed the total budget amount by \$127,900 for FY13/14.

EXPENDITURES:

Project: Façade Improvement Program
FY13/14 Budget: \$15,000
FY13/14 Projected: \$15,000

Current and Projected Status

The FY13/14 budget included \$15,000 to fund the Façade Improvement Program. Two projects have been funded to date this fiscal year for a total of \$10,819. Funded projects were completed at 100-108 N. Benton St. and 129 E. South St. A project application for 200-210 S. Throop St. was approved, but the project has yet to be started. Based on the outstanding approved projects and additional program interest, it is expected that the program budget will be full expended in FY13/14.

Project: Streetscape Signage
FY13/14 Budget: \$10,000
FY13/14 Projected: \$9,500

Current and Projected Status

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 landscape islands that are consistent in appearance with the decorative light poles. 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.

Funds were used to purchase 20 decorative sign posts during FY13/14. Installation was completed by the City's employees.

Project: Downtown Brick Replacement
FY13/14 Budget: \$20,000
FY13/14 Projected: \$20,400

Current and Projected Status

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 remains safe for motorists and pedestrians.

In order to be good stewards of the City's financial resources, the City solicited proposals in 2013 from qualified firms that have the capability of completing the repair and replacement of pavement bricks. Repairs in FY13/14 focused on Main Street due to the construction activity that had taken place during construction of the new theatre and pedway. Work was focused on locations where water ponds after rain events, areas that are uneven and dangerous to walk, and areas where bricks were heavily damaged due to

age or exposure to freeze/thaw cycles. In addition, the City improved handicapped access at 4 locations on the Square by constructing an access route to the sidewalk using brick pavers through the bumpout. All work has been completed.

Project: Sidewalk Maintenance & Replacement
FY13/14 Budget: \$40,000
FY13/14 Projected: \$48,000

Current and Projected Status

Much of the visual appeal of the Woodstock Square is due to the City's focus on ensuring that the brick streets, Park in the Square, sidewalks, Opera House, and 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 were included to provide an annual review of the sidewalk within the TIF and eliminate trip hazards as needed. Work in FY13/14 sidewalk improvements were focused on Tryon Street from Washington to South, and on South Street from Throop to Jefferson. In all, 4,900 square feet of sidewalk, 230 lineal feet of B612 curb, and 107 lineal feet of 'v-gutter' were constructed and improved through this program in FY13/14. The original contract was approved for approximately \$46,000 and a change order was approved for approximately \$2,000 as the result of additional requests from residents once the construction got underway.

Project: Old Courthouse and Sheriff's House
FY13/14 Budget: \$300,000
FY13/14 Projected: \$420,300

Current and Projected Status

Architect Gary Anderson was hired to assist in the development of bid specifications and detailed documents for the dome/cupola repair and restoration, and new roof for the Old Courthouse building. Approximately \$14,000 has been spent for professional services performed by Gary W. Anderson Architects. A contract was awarded to Renaissance Restoration for the repair and restoration of the dome and cupola, which represents the majority of the projected costs for FY13.14. Funds were also used for HVAC and other building maintenance service as well as materials and supplies. The remaining dome/cupola repairs are expected to be paid out of this year's budget with the roof repairs falling into the FY14/15 budget. The original baseline conditions report completed in 2012 significantly underestimated the cost of both the dome restoration and new roof. The City Council authorized both projects in October.

Project: Street & Parking Lot Maintenance
FY13/14 Budget: \$200,000
FY13/14 Projected: \$198,000

Current and Projected Status

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.

It is appropriate to utilize TIF funds to pay for resurfacing of City streets that are located within the boundaries of the district. The following streets within the TIF District were repaired and resurfaced during FY13/14:

- Judd Street: Madison to Seminary
- North Street: Clay to TIF Boundary
- Seminary Avenue: Hutchins to TIF Boundary
- Throop Street: Washington to South
- E. South Street: Madison to Railroad Overpass

Project: Perimeter Street Lighting
FY13/14 Budget: \$70,000
FY13/14 Projected: \$10,000

Current and Projected Status

This project involves upgrading the decorative lighting on the buildings in the Square. In light of the additional funding required for the Old Couthouse repairs, this project has been postponed to a later budget year due to significant changes in outdoor lighting technology over the past 18 months, the growing complexity of the project and legal concerns with regard to securing the right-of-way to access the numerous buildings involved. Legal fees were incurred to develop the appropriate documents required to facilitate the necessary easements. In addition, funding was utilized to purchase sample product that will be examined to determine the best possible means to attach to the buildings and will be showcased in meetings with the building owners to demonstrate the proposed new lighting system.

Project: Main Street Improvements

FY13/14 Budget: \$150,000

FY13/14 Projected: \$153,400

Current and Projected Status

In FY13/14, curb and sidewalk replacement was completed along the Main Street right of way (curb replacement and sidewalk replacement) adjacent to the new theatre. In addition, construction of the pedestrian way improvements were completed providing a public walkway access to/from Main Street and the Throop Street parking lot. The pedestrian way included brick sidewalks, decorative lights, planters, landscape plantings, and streetscape features. Work has been completed and the sidewalk and pedestrian way is in service for pedestrian use.

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 GENERAL FUND
 CIP REVENUES

Description	Budget	FY13/14 Projected Amount	+(-)
Beginning Fund Balance	\$ 2,127,400	\$ 2,084,400	\$ (43,000)
Revenues:			
<u>Fees:</u>			
Telecommunications Tax	\$ 850,000	\$ 740,000	\$ (110,000)
Capital Expansion Fees – Police	\$ 30,000	\$ 56,000	\$ 26,000
Capital Expansion Fees – Streets	\$ 7,500	\$ 15,500	\$ 8,000
SUB-TOTAL – Fees	\$ 887,500	\$ 811,500	\$ (76,000)
<u>Received From Other</u>			
<u>Governments:</u>			
Raffel Road Improv Grant	\$ -	\$ 300,000	\$ 300,000
Safe Routes to Schools	\$ 25,000	\$ -	\$ (25,000)
SUB-TOTAL – Received From Other Govts.	\$ 25,000	\$ 300,000	\$ 275,000
<u>Other Revenues:</u>			
Interest Income	\$ 11,000	\$ 10,000	\$ (1,000)
SUB-TOTAL – Other Revenues	\$ 11,000	\$ 10,000	\$ (1,000)
<u>Transfers From/(To)</u>			
<u>Other Funds:</u>			
Transfer from General Fund	\$ 250,000	\$ 250,000	\$ -
Transfer from Tax Increment Financing Fund	\$ 35,000	\$ 35,000	\$ -
Transfer to Debt Service Fund -Streets	\$ (72,800)	\$ (72,800)	\$ -
Transfer to Debt Service Fund -Police	\$ (347,500)	\$ (347,500)	\$ -
Transfer to Debt Service Fund -Parks	\$ (146,800)	\$ (146,800)	\$ -
SUB-TOTAL – Transfers	\$ (282,100)	\$ (282,100)	\$ -
Total Revenues	\$ 641,400	\$ 839,400	\$ 198,000
Total Available Budgetary Resources	\$ 2,768,800	\$ 2,923,800	\$ 155,000

(Includes Beginning Fund Balance and Total Revenues)

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 GENERAL FUND
 CIP EXPENDITURES

Description	Budget	FY13/14 Projected Amount	+(-)
Expenditures:			
<u>General Administration:</u>			
Finance - Accounting Program	\$ -	\$ 12,900	\$ 12,900
Copy Machine Replacements	\$ 10,000	\$ 10,000	\$ -
Computer Network	\$ 25,000	\$ 25,000	\$ -
Data Backup Solution	\$ 25,000	\$ 25,000	\$ -
VoIP Telephone System	\$ 37,000	\$ 38,200	\$ 1,200
SUB-TOTAL	\$ 97,000	\$ 111,100	\$ 14,100
- General Administration			
<u>Public Facilities:</u>			
Radio Communications	\$ 10,000	\$ 2,500	\$ (7,500)
Opera House Improvements	\$ 142,000	\$ 147,600	\$ 5,600
Existing Public Works Facility	\$ 50,000	\$ 40,000	\$ (10,000)
Gateway/Directional Signage	\$ 20,000	\$ 15,500	\$ (4,500)
SUB-TOTAL – Public Facilities	\$ 222,000	\$ 205,600	\$ (16,400)
<u>Public Safety:</u>			
Police Vehicle Replacement	\$ 100,000	\$ 100,000	\$ -
Computer Network System Upgrade	\$ 15,000	\$ 14,200	\$ (800)
Radio Communications Upgrades	\$ 18,000	\$ 18,000	\$ -
Vehicle Equipment	\$ 11,000	\$ 11,000	\$ -
SUB-TOTAL – Public Safety	\$ 144,000	\$ 143,200	\$ (800)
<u>Parks:</u>			
Playground Equipment	\$ 75,000	\$ 73,000	\$ (2,000)
Dog Park	\$ 25,000	\$ 12,500	\$ (12,500)
Resealing Courts	\$ 14,000	\$ 12,000	\$ (2,000)
SUBTOTAL – Parks	\$ 114,000	\$ 97,500	\$ (16,500)

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 GENERAL FUND
 CIP EXPENDITURES

Description	Budget	FY13/14 Projected Amount	+(-)
Expenditures: (Continued)			
<u>Motor Pool:</u>			
Parks-Equipment Replacement	\$ 47,000	\$ 42,500	\$ (4,500)
Parks-Vehicle Replacement	\$ 110,000	\$ 93,000	\$ (17,000)
Streets – Equip. Repl. Lease Payment	\$ 19,300	\$ 19,300	\$ -
SUB-TOTAL – Motor Pool	\$ 176,300	\$ 154,800	\$ (21,500)
<u>Streets/Sidewalks/Signals:</u>			
Route 47	\$ 10,000	\$ 23,400	\$ 13,400
Resurfacing	\$ 273,700	\$ 273,700	\$ -
Sidewalk Construction	\$ 40,000	\$ 40,000	\$ -
Safe Routes to Schools Program	\$ 25,000	\$ 14,000	\$ (11,000)
SUB-TOTAL – Streets/Sidewalks/Signals	\$ 348,700	\$ 351,100	\$ 2,400
<u>Stormwater Management:</u>			
Storm Sewer Improvements	\$ 45,000	\$ 42,000	\$ (3,000)
I & I Storm Sewer Improvements	\$ 50,000	\$ 50,000	\$ -
SUB-TOTAL – Stormwater Management	\$ 95,000	\$ 92,000	\$ (3,000)
Total General Fund CIP Expenditures	\$ 1,197,000	\$ 1,155,300	\$ (41,700)
# of Projects	25	26	1
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (555,600)	\$ (315,900)	\$ 239,700
Ending Fund Balance	\$ 1,571,800	\$ 1,768,500	\$ 196,700

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 ENVIRONMENTAL MANAGEMENT FUND
 CIP REVENUES & EXPENDITURES

Description	Budget Amount	FY13/14 Projected Amount	+(-)
Revenues:			
Property Taxes	\$ 525,000	\$ 538,400	\$ 13,400
Interest Income	\$ 4,800	\$ 4,800	-
Transfer (To) Debt Service Fund	\$ (298,900)	\$ (298,900)	-
Total Revenues	\$ 230,900	\$ 244,300	\$ 13,400
Expenditures:			
Alternate Fuel	\$ 10,000	\$ 7,000	\$ (3,000)
Leaf Machine	\$ 75,000	\$ 56,900	\$ (18,100)
Street Sweeper	\$ 44,000	\$ 237,900	\$ 193,900
Total Expenditures	\$ 129,000	\$ 301,800	\$ 172,800
# of Projects	3	3	-

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
 FY13/14 STATUS SUMMARY
 UTILITY FUND
 CIP REVENUES & EXPENDITURES**

Description	Budget Amount	FY13/14 Projected Amount	+(-)
Beginning Fund Balance			
Utility Fund	\$ 1,793,900	\$ 1,632,900	\$ (161,000)
Utility Capacity Fund (Restricted)	\$ 4,627,800	\$ 4,689,900	\$ 62,100
Total Fund Balance	\$ 6,421,700	\$ 6,322,800	\$ (98,900)
Revenues:			
Connection Fees	\$ 220,000	\$ 400,000	\$ 180,000
Interest Income	\$ 24,000	\$ 24,000	\$ -
Total Revenues	\$ 244,000	\$ 424,000	\$ 180,000
Total Available Budgetary Resources	\$ 6,665,700	\$ 6,746,800	\$ 81,100
(Includes Beginning Fund Balance and Total Revenues)			
Expenditures:			
Utility:			
Water Tower Maintenance	\$ 35,000	\$ 35,000	\$ -
Well Maintenance and Improvements	\$ 115,000	\$ 100,000	\$ (15,000)
Water Main Replacement	\$ 100,000	\$ 100,000	\$ -
Water Treatment Plant Maintenance	\$ 20,000	\$ 20,000	\$ -
Wastewater Treatment Plant Maint.	\$ 160,000	\$ 162,700	\$ 2,700
Vehicle Replacements	\$ 100,000	\$ 87,200	\$ (12,800)
I-I Improvements	\$ 10,000	\$ 60,000	\$ 50,000
Lift Station Maint. & Improvements	\$ 20,000	\$ 20,000	\$ -
IDOT Route 14 Improvements	\$ 10,000	\$ -	\$ (10,000)
SUB-TOTAL – Utility Fund	\$ 570,000	\$ 584,900	\$ 14,900
# of Projects	9	8	(1)
Utility Capacity Expansion:			
NONE	\$ -	\$ -	\$ -
SUB-TOTAL – Utility Capacity Exp	\$ -	\$ -	\$ -
# of Projects	-	-	-
Total Utility Fund Expenditures	\$ 570,000	\$ 584,900	\$ 14,900
Total # of Projects	9	8	(1)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (326,000)	\$ (160,900)	\$ 165,100
Ending Fund Balance	\$ 6,095,700	\$ 6,161,900	\$ 66,200

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 LIBRARY BUILDING FUND
 CIP REVENUES & EXPENDITURES

Description	Budget Amount	FY13/14 Projected Amount	+(-)
Revenues:			
Property Taxes	\$ 88,000	\$ 90,300	\$ 2,300
Developer Donations	\$ 18,500	\$ 42,500	\$ 24,000
Interest Income	\$ 1,600	\$ 1,600	\$ -
Transfer to Library Debt Service	\$ (42,400)	\$ (42,400)	\$ -
Total Revenues	\$ 65,700	\$ 92,000	\$ 26,300
Expenditures:			
Building Construction	\$ 10,000	\$ 21,000	\$ 11,000
Furniture & Equipment	\$ 19,500	\$ 22,000	\$ 2,500
Total Expenditures	\$ 29,500	\$ 43,000	\$ 13,500
# of Projects	2	2	-

**CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 TAX INCREMENT FINANCING FUND
 CIP REVENUES & EXPENDITURES**

Description	Budget Amount	FY13/14 Projected Amount	+(-)
Beginning Fund Balance	\$ 1,332,000	\$ 1,337,600	\$ 5,600
Revenues:			
Property Taxes	\$525,000	\$627,200	\$ 102,200
Sheriff House	\$10,200	\$10,200	-
Courthouse Donations	\$11,000	\$36,700	\$ 25,700
Interest Income	7,000	7,000	-
Total Revenues	\$ 553,200	\$ 681,100	\$ 127,900
Total Available Budgetary Resources	\$ 1,885,200	\$ 2,018,700	\$ 133,500
(Includes Beginning Fund Balance and Total Revenues)			
Expenditures:			
Façade Improvement	\$ 15,000	\$ 15,000	-
Streetscape Signage	\$ 10,000	\$ 9,500	\$ (500)
Downtown Brick Replacement	\$ 20,000	\$ 20,400	\$ 400
Sidwalk Maint. & Replacement	\$ 40,000	\$ 48,000	\$ 8,000
Old Courthouse & Sheriff's House	\$ 300,000	\$ 420,300	\$ 120,300
Street & Parking Lot Maint	\$ 200,000	\$ 198,000	\$ (2,000)
Perimeter Street Lighting	\$ 70,000	\$ 10,000	\$ (60,000)
Main Street Improvements	\$ 150,000	\$ 153,400	\$ 3,400
Total Expenditures	\$ 805,000	\$ 874,600	\$ 69,600
# of Projects	8	7	(1)
Excess (Deficiency) of Revenues			
Over (Under) Expenditures	\$ (251,800)	\$ (193,500)	\$ 58,300
Ending Fund Balance	\$ 1,080,200	\$ 1,144,100	\$ 63,900

CITY OF WOODSTOCK
 FY13/14 STATUS SUMMARY
 ALL FUNDS
 CIP EXPENDITURES

Description	Budget	FY13/14 Projected	+(-)	# of Budgeted Projects	# of Actual Projects
<u>General Corporate CIP Fund:</u>					
General Administration	\$ 97,000	\$ 111,100	\$ 14,100	4	5
Public Facilities	\$ 222,000	\$ 205,600	\$ (16,400)	5	5
Public Safety	\$ 144,000	\$ 143,200	\$ (800)	4	4
Parks	\$ 114,000	\$ 97,500	\$ (16,500)	3	3
Motor Pool	\$ 176,300	\$ 154,800	\$ (21,500)	3	3
Streets/Sidewalks/Signals	\$ 348,700	\$ 351,100	\$ 2,400	4	4
Storm Water Management	\$ 95,000	\$ 92,000	\$ (3,000)	2	2
SUB-TOTAL – General Fund	\$ 1,197,000	\$ 1,155,300	\$ (41,700)	25	26
<u>Environmental Management Fund:</u>	\$ 129,000	\$ 301,800	\$ 172,800	3	3
<u>Utility Fund:</u>					
Utility	\$ 570,000	\$ 584,900	\$ 14,900	9	8
Utility Capacity Expansion	\$ -	\$ -	\$ -	-	-
SUB-TOTAL – Utility Fund	\$ 570,000	\$ 584,900	\$ 14,900	9	8
<u>Library Building Fund:</u>	\$ 29,500	\$ 43,000	\$ 13,500	2	2
<u>Tax Increment Financing Fund:</u>	\$ 805,000	\$ 874,600	\$ 69,600	8	7
TOTAL ALL FUNDS – CIP EXPENDITURES:	\$ 2,730,500	\$ 2,959,600	229,100	47	46

CHAPTER THREE
SUMMARY & OVERVIEW
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

**CITY OF WOODSTOCK
CAPITAL BUDGET YEAR FY13/14 &
5-YEAR CAPITAL IMPROVEMENT PROGRAM
FY14/15 THROUGH FY18/19
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 FY13/14 5-Year CIP and proposed FY14/15 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 FY14/15 – FY18/19 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 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 stormwater 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, stormsewer, 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 stormwater 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 part-time Grant Writer to research, identify, and secure grant funding for identified projects.

**FY14/15 – FY18/19
CAPITAL IMPROVEMENT PROGRAM SUMMARY/OVERVIEW
ALL FUNDS**

**Comparison of FY13/14 5-Year CIP &
FY14/15 Proposed 5-Year CIP
Ranked by Total Expenditures**

FY13/14 Rank	FY14/15 Rank	Activity/Fund	# Projects	\$	FY14/15 % of Total	FY13/14 % of Total
1	1	Utility Fund	14	\$15,262,400	29.0%	25.4%
2	2	Streets/Sidewalks/Signals	15	\$11,720,000	22.3%	20.7%
3	3	TIF Fund	12	\$5,636,500	10.7%	13.0%
5	4	Parks	17	\$3,594,500	6.8%	9.3%
4	5	Public Facilities	4	\$3,421,000	6.5%	6.6%
7	6	Public Safety	14	\$3,062,300	5.8%	6.5%
10	7	Stormwater Management	8	\$2,375,000	4.5%	6.1%
6	8	Environmental Management	6	\$2,292,100	4.4%	4.1%
8	9	Utility Capacity Fund	4	\$1,966,500	3.8%	2.8%
9	10	Motor Pool/Equipment	7	\$1,374,900	2.6%	2.5%
11	11	General Administration	9	\$1,118,200	2.1%	1.6%
12	12	Library Fund	3	\$788,000	1.5%	1.4%
		TOTALS	113	\$52,611,400	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 FY14/15 – FY18/19 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. Unfortunately, while some economic improvements did occur in the recent fiscal year, the overall outlook remains challenged and the City will not see the positive effects of a resurgent economy in the near term.

The discussion that follows provides a snapshot/overview of the focus of all Capital Improvement Program funds (detailed project narratives begin in Chapter 4) and further details the need to defer the introduction of new, large projects; ensure that funding is available to meet existing debt service commitments (e.g., Davis Road Soccer Complex and Merryman Fields Park) and planned projects (e.g., City Hall Improvements, DPW Facility Expansion, Stormwater Improvements) while continuing to focus on the maintenance and/or redevelopment of existing assets.

General Administration

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 FY14/15 this is true in the recommendation of all six of the projects for the capital budget year. These include the continuation of the **Computer Network** replacement program (encompassing the updating of security software, as well as desktops and servers); a similar program for **Copy Machine** Replacements, a **Data Backup Solution** to protect the City’s computer information, the **Citywide Network Conversion** (addressing the installation and implementation of a collaborative fiber optic project with the County, School District, and Fire/Rescue District), installation of a **Wireless Network** in the City’s facilities and the implementation of a **Document Archival Management Software**.

Projects recommended within the 5-year CIP planning period include a **Customer Relationship Management System**, **GIS Upgrades for Finance** and the **Department of Public Works**, and a **Citywide Intranet/Collaboration Software**.

Public Facilities

The development of appropriately sized and maintained public facilities is important to a community in many ways. First, it 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 and 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.

In summary, the FY14/15-FY18/19 Public Facilities Capital Improvement Program, as proposed, includes a total of six (6) projects totaling \$3,751,000 over the 5-year planning period. The FY14/15 Public Facilities Capital Budget Year also includes four (4) proposed projects totaling \$488,000. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

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** and **Opera House Improvements** both include re-carpeting of the facilities and masonry repairs. **City Hall Improvements** also includes the roof replacement, lighting retrofit, and eventual expansion. **Opera House Improvements** includes funding to complete the restoration of the auditorium seats, installation of a marquee sign, and replacement of the stage floor. In addition, the **DPW Facility Maintenance & Expansion** project includes a request for funding to expand the existing site, to eventually construct several additions to the existing buildings and address various, long-term maintenance needs of the current structure. Several improvements for the **Recreation Center** including the installation of a **Lighted Sign** which would utilize electronic messaging, an expansion to the existing **Parking Lot**, and **Façade** improvements are proposed for funding consideration.

Public Safety

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 six (6) 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**, **Radio Communication Upgrade**, **Vehicle Equipment**, **Computer Network System Upgrade** and **Building Improvements/UPS**.

Within the 5-Year CIP planning period funding is proposed for the continuation of the **Police Facility** debt service transfer, **Annual Police Vehicle Replacements**, replacement or retrofitting of **Vehicle Equipment**, **Computer Network Upgrades**, **Building Improvements/UPS**, **In-Car Computer Terminal** replacement, **Warning Siren** installation, **Surveillance Equipment**, **Traffic Safety Unit-Truck Program**, replacement of the **Emergency Generator** and **Rooftop HVAC Equipment**, and **Bullet Proof Vest** replacement.

Parks

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 Davis Road Soccer Complex and Merryman Fields Park, both included in the **Park Bond Payments**, must be addressed and exceed the revenues received. Beyond this a number of other projects request funding in FY14/15: 1) **PITS Statue Renovations** that would restore and repair the Civil War monument; 2) **Playground Equipment Replacement** at Raintree Park; 3) **Resealing Courts** (two basketball courts at Bates Park); 4) engineering and site

plan development to construct **Park Restrooms** in Emricson Park; 5) **Neighborhood Park Development** at Sweetwater Subdivision/Manke Lane; 4) **Recreation Department Interchangeable Sign** at the Recreation Center; 5) **Main Softball Field Fencing** at Emricson Park; 6) **Bigelow Ballfield Renovations** design plans for the renovation of the two ballfields; 7) continued development of the newly-acquired **Hennen Conservation Area**; 8) **Emricson Park Electrical** improvements; 9) **Parking Improvements** at Merryman Fields Park; and 10) **Emricson Park Land Expansion**. City Council will have to decide how much funding from CIP reserves and/or other General Fund revenues and reserves should be dedicated to support the upgrade and expansion of City park facilities.

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 the housing growth returns to previous levels to generate sufficient revenues to add substantial new projects. The 5-year plan includes maintenance and replacement projects such as **Neighborhood Park Development, Picnic Pavilions, Emricson Park Pond Dredging, and Bigelow Ballfield Renovations**; as well as new projects such as **Recreation Paths, and Tree Replacements**.

Motor Pool

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 FY14/15 and for the foreseeable future will be limited to the replacement of vehicles only when absolutely necessary.

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 recommended in FY14/15 include the lease payment for a loader (purchased in FY10/11) in **Streets – Equipment Replacement Lease Payment**; the replacement of a pickup truck for **Parks – Truck Replacement**; the replacement of a dump truck in **Streets – Dump Truck Replacement**; **Streets – Vehicle Replacement**; the purchase of two mowers in **Parks – Equipment Replacement**; and the purchase of a vibratory roller for **Streets – Equipment Replacement**.

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 serviceable life, thus deferring the purchase of new vehicles.

Streets/Sidewalks/Signals

Projects included in the FY14/15 Capital Budget Year include: the **Bond Payment** for Lake Avenue improvements completed as part of the WalMart project and McConnell Road intersection improvements; **Annual Street Resurfacing Program** (discussed more below); **Route 14 Improvements** (utility improvements related to IDOT improvements); **Safe Routes to School Program**; installation of **Gateway Signs**, **Annual Sidewalk Construction**; **Annual Crack Sealing**; and **Street Maintenance Evaluation System**.

As noted above, the **Annual Street Resurfacing Program** deserves additional attention. An argument could be made that this project one of the most important projects included in the Streets/Sidewalks/Signals category of the General Fund CIP. The scope of the Annual Street Resurfacing Program includes resurfacing, striping and crack-sealing 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 35% to 50% of the estimated funding will be available.

Not only will future projects within the Streets/Sidewalks/Signals category include a continued commitment to projects identified in the FY14/15 Capital Budget Year description – such as the **Bond Payments** for previous improvements, **Annual Streets Resurfacing Program**, and **Annual Sidewalk Construction and Maintenance** - other important roadway projects will also be introduced in an effort to expand the community's transportation network.

Specific to Route 47 Improvements, while costs are not anticipated at this time from municipal sources for engineering and/or construction, funding has been included to provide for legislative advocacy services to secure required Federal/State funding. In addition, the City has been successful at garnering County support for this crucial and significant transportation project. However, looking beyond FY18/19, the reality is that the actual widening of Route 47 cannot take place until the Union Pacific Railroad Bridge is widened. Other potential projects beyond the 5-year planning period include improvements to Route 47 between Lake Avenue and McConnell Road (most likely timed with railroad bridge improvements) and improvements to Route 47 between McConnell Road and Country Club Road.

Stormwater

Six (6) projects are proposed in this category for funding in FY14/15. The first, **Storm Sewer Improvements**, focuses on addressing a consistent drainage issue for property owners located on Tara Drive, as well as reduces future labor costs required to manage and monitor pumps during heavy rains. Future phases of this project include storm sewer improvements to Zimmerman Road, Lawrence Avenue, Julie Street, the rear of the Public Library north to Lincoln Avenue, and Greenwood/Queen Anne area.

The remaining projects proposed for FY14/15 include **Detention and Retention Basin Maintenance**, **I & I Flood Reduction Improvements**, **Storm Sewer System Compliance (MS4)**, **Stormwater Management Programs**, and **Ditch Drainage Improvements**. 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.

Utility and Utility Capacity

The Utility Fund - CIP consists of both the Operating or 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.

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 high quality of service that our customers expect. With the Utility Fund operations, one of the greatest challenges is to not only 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 require 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 FY14/15 Utility Fund CIP document proposes a total of fourteen (14) projects at a total cost of \$15,262,400. In addition to funding existing **Utility Fund 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 Improvements, Well Maintenance and Improvements, Water Softener Rehabilitation, Water Meter Replacement Program, Motor Pool, Lift Stations, Wastewater Treatment Plant Maintenance, Water Storage Tank Maintenance, Water Treatment Plant Maintenance and Improvements, Well Distribution Maintenance and Improvements, Technology Improvements, and DPW Facility.**

In addition, the Utility Capacity Fund includes four (4) projects for a total cost of \$1,996,500. While two projects, **Wastewater Treatment Plant Expansion** and **Water Supply Well**

Expansion have been included within the Utility Capacity Fund’s CIP requests, the amount of funding required has not been identified at this time. It is highly likely that both of these projects will require significant funding in future years.

Environmental Management

The FY14/15–FY18/19 Environmental Management Fund CIP includes six (6) projects totaling \$2,292,100. The FY14/15 Environmental Management Fund CIP includes six (6) projects totaling \$659,800. The designation of funds for important environmental projects include: 1) annual **Bond Payments** for the Davis Road adaptive reuse; 2) payments for the purchase of **Leaf Machines** and a new **Street Sweeper**; 3) the purchase of **Alternative-Fuel Vehicles**; and 4) the implementation of **Energy Efficient Lighting Upgrades** for streetlights. Given these environmentally-related projects, and future unknowns related to the **Woodstock Landfill** and other issues, it is important that an appropriate fund balance remain in this fund to ensure that these issues can be addressed as needed.

Tax Increment Financing

The FY14/15 – FY18/19 Tax Increment Financing Fund CIP includes twelve (12) projects totaling \$5,636,500. The FY14/15 Tax Increment Financing Fund CIP includes twelve (12) projects totaling \$1,581,300. In FY14/15 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, **Perimeter Lighting Improvements**, 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 FY11/12 the City was successful in accepting ownership of the property through a donation and, in the current fiscal year, has undertaken a variety of projects that have addressed emergency maintenance/life safety measures for this facility. In addition, the City had coordinated with a historic architectural firm to complete an assessment of the building for the purpose of identifying and prioritizing further maintenance and repair issues. 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 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 done by Community & Economic Development 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.

Community & Economic Development staff has shown the buildings to several interested restaurateurs and investors. The City Council has reviewed and approved a Request for Proposals process to possibly identify a private-sector owner/partner that may be able to assist with the renovation and restoration of these historic landmarks with the eventual transition of both of these buildings back to the private sector.

Library

The FY14/15 – FY18/19 Library Building Fund CIP includes three (3) projects totaling \$788,000. The FY14/15 Capital Budget Year Library Building Fund CIP includes three (3) projects totaling \$167,000. In addition to the **Library Alternate Revenue Bond Payment** and the purchase of **Library Furniture and Equipment** a significant potential expense to be paid from this fund in FY14/15 is for **Building and Grounds Maintenance/Improvements** – which encompass a number of projects including repairs to two of the four vaulted ceilings, the installation of ductwork to support the existing HVAC system, and the replacement of damaged ceiling tiles.

Conclusion

The above exercise is not meant to diminish the importance of the many other projects included within the FY14/15 – FY18/19 Capital Improvement Program. On the contrary, all of the projects included in this document have been thoroughly reviewed by the City Administration and are worthy of consideration as part of the 5-year plan. However, the goal of this chapter has been to provide the reader with a broad overview of the City's most important projects.

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 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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 FY14/15 – FY18/19 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 (just 52 new home permits issued in calendar year 2013, versus 28 issued in 2012) 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 significantly increased by 24 from 2012, this 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 2014. 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 total nearly \$370,000 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 FY14/15 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 five fiscal years, a limited number of projects will be able to be funded in FY14/15.**
- 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 four 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. In FY07/08 the City Council authorized the expenditure of \$800,000 of Park Development Fund reserves to complete the Fields ballfield park improvements. As in FY10/11, FY11/12, FY12/13, FY13/14, and for upcoming FY14/15 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 Community and Economic Development 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 implementation of Infiltration and Inflow (I/I) and Flood Reduction Improvements in an attempt to reduce the amount of stormwater infiltration that results in the surcharging of the stormsewer and sanitary sewer system and, ultimately, residential flooding. Over the 5-year planning period more than \$2.4 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 as easily recognizable 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 FY14/15 Capital Budget Year and throughout the 5-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 FY14/15-FY18/19 General Administration Capital Improvement Program, as proposed includes nine (9) projects totaling \$1,118,200 over the 5-year planning period. The FY14/15 General Administration Capital Budget Year includes six (6) proposed projects totaling \$208,500. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 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 FY14/15 this is true in the recommendation of all four of the projects for the capital budget year. These include the completion of a Citywide **Data Backup Solution** to protect the City's computer information, the **Citywide Network Conversion** (a collaboration with McHenry County and District 200 to install fiber lines within the community), a continuation of the **Computer Network** replacement program (encompassing the updating of security software and machines); a similar program for **Copy Machine** Replacements, the purchase and installation of a **Wireless Network** in the City's facilities that would support access from both public and City devices, and the implementation of a **Document Archival Management Software**.

FY15/16 – FY18/19 CIP Planning Summary

Projects recommended within the 5-year CIP planning period include a **GIS Upgrades for Finance** and the **Department of Public Works, Customer Relationship Management System**, and a **Citywide Intranet/Collaboration Software**.

Over the years the City has undertaken a number of **GIS Upgrades** 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

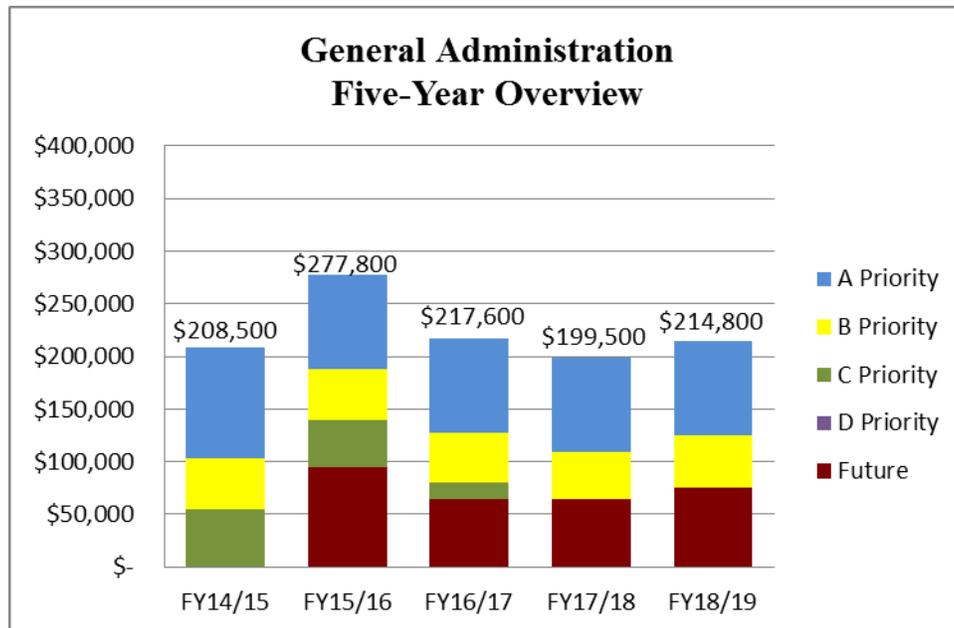
photographs and other valuable pieces of information. This information has proven to be extremely valuable to not only Public Works, but also Finance, and Community and Economic Development. The 5-Year CIP planning period includes a number of GIS Upgrade projects to ensure that this program is up-to-date and utilized by as many municipal departments as possible.

The City has taken the necessary steps to begin integrating a **Customer Relationship Management (CRM)** software that will enhance the information available to front-line staff concerning the City's residents. The **CRM** solution would also allow residents to access City services through the internet offering 24/7 customer service as well as increase inter- and intra-departmental efficiency through the acquisition and implementation of software programs. These include, but are not limited to, programs to manage such activities as building permits and inspection scheduling, water and sewer billing through an integrated Geographic Information System (GIS), and residents' requests for services. This technology, proposed to be expanded in the next five years, should not only result in better customer service, but also provide long-term cost savings by defraying future personnel costs, as well as improve the integrity of the transactions, and eliminating some of the potential data entry mistakes that are inherent with processing data multiple times at multiple locations.

The purchase and implementation of **Citywide Intranet/Collaboration Software** will allow for better document management, improved coordination for the development of Citywide documents, and provides the ability to distribute forms and share information with employees through a self-contained intranet. The funding included within this project would allow for the acquisition of the necessary licenses for SharePoint Services, the purchase of a server to run this application, and upgrades to Microsoft Office for those users currently utilizing the preceding version.

GENERAL ADMINISTRATION: Recommended Projects & 5-Year Summary

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Data Backup Solution	A	\$15,000	\$0	\$0	\$0	\$0	\$15,000
2	Citywide Network Conversion	A	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000
3	Computer Network	B	\$35,500	\$47,800	\$47,600	\$44,500	\$49,800	\$225,200
4	Copy Machine Replacements	B	\$13,000	\$0	\$0	\$0	\$0	\$13,000
5	Wireless Network	C	\$30,000	\$20,000	\$0	\$0	\$0	\$50,000
6	Document Archival Management Software	C	\$25,000	\$25,000	\$15,000	\$0	\$0	\$65,000
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	Citywide Intranet/Collaboration Software		\$0	\$30,000	\$0	\$0	\$0	\$30,000
Totals			\$208,500	\$277,800	\$217,600	\$199,500	\$214,800	\$1,118,200
# of Projects			6	8	5	4	4	9



GENERAL ADMINISTRATION: Detailed Project Narratives

Project: Data Backup Solution

Priority Ranking:	A					
Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$15,000	\$0	\$0	\$0	\$0	\$15,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: \$5,000

Project Purpose, Description and Benefit

Data Protection has gained more and more importance as the City's dependence on digital information increases to improve overall processes. For years tape backup was the most common and highly-trusted backup and recovery option. But due to the increased size of data being kept and stored, data recovery from tape has become slow and cumbersome to maintain and use.

New and improved backup solutions have been introduced within the marketplace that address many of the challenges the City currently faces. The new technology performs what is called continuous data protection. These “snapshot” based backups are constantly running and performing backups on data based on a defined time interval. At each time interval, a check is performed on the server looking for changes to any files, and only those changes get protected. They are then transmitted to a repository for safe keeping.

These new solutions address many of the problems the City currently experiences with the existing backup strategy. Since backups are running all day long only on the changes that are made, the lengthy backup time is eliminated and the amount of space that is needed to perform backups on all of our servers is also reduced. The City will be able to perform a file level, even an email level, backup in seconds or minutes as opposed to hours. Full-system failures can be recovered in minutes to a couple of hours. This is achieved by the software allowing the City to recover all of the data to a “virtual” server, while repairs are completed on the physical computer. This dramatically reduces downtime even in the event of the worst possible failures

The City of Woodstock has currently installed the first part of the new backup solution provided by Unitrends. With the aggressive pricing the City was able to achieve the primary goal of backing up the main data center at City Hall, as well as our secondary goal in backing up all remote locations. Each location with a server, has a backup device in operation that backs up files from their respective server. The frequency and times of the backups have been configured to meet the needs of each department.

In FY14/15, the City would complete the project by purchasing hardware and software that would allow for offsite replication of all the City's data to a secure location to protect from disaster.

Project: Citywide Network Conversion

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

As the City of Woodstock continues to grow and improve services to its residents, the organization becomes more reliant on a stable network infrastructure, dependable connectivity between sites, and sufficient bandwidth to facilitate the transferring of data. The City continues to utilize a wireless point-to-point connection to interconnect each of the facilities together to share data and internet. Maintaining this wireless network has gotten more and more challenging as the FCC has changed the frequencies in which certain devices are allowed to communicate, which affects the City directly. Although communication is still allowed on this frequency, equipment is currently not being manufactured that is compatible with the City's network. The provider of the network has been actively acquiring and storing equipment that will allow for the continued use, but their resources have become close to depletion in the past few years due to storms and general failures.

With the implementation of the Voice over IP telecommunication systems, the City has started to move away from the existing wireless solution to a local wired-based connection, provided by Comcast. The reason for this migration is the necessity for faster speeds and a better quality of connection to maintain the increasing bandwidth needs of the City, which the wireless solution currently is unable to support.

It is important for the City to evaluate and implement a more robust and long-term solution for network communications. The City has been working with McHenry County and District 200 to create a Request for Proposals to explore options for the establishment of a public/private partnership for the implementation of dark-fiber optic cable to interconnect the City's facilities. This dark fiber would provide at least a 1 GB connection speed or better between each of the City's 12 facilities to be used for transmitting data between sites and to the internet.

As an alternative, the City has done some preliminary investigations into the use of microwave technology, with licensed frequencies to ensure long-term use. The microwave technology has greater penetration and bandwidth allowing for future network intensive projects to be evaluated with a significant cost reduction.

Project: Computer Network

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$35,500	\$47,800	\$47,600	\$44,500	\$49,800	\$225,200

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 four-year purchase schedule, replacing a quarter of the City's computer hardware on an annual basis. The City was able to improve the critical server infrastructure in FY13/14 by purchasing refurbished servers. Information Technology (IT) staff was able to replace three of City's oldest servers (built in 2007) with new server hardware. IT staff is expecting a minimum of three years of reliable performance from the new units before needing replacement.

As previously mentioned, the funding for this account is intended to replace the oldest hardware utilized by the City, as well as maintain the software licenses utilized throughout the Departments. The amount proposed for FY14/15 includes the replacement of ten (10) existing machines and eleven (11) iPads, 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 two (2) production servers that prevent system failures and improve overall network performance.

The proposed funding also includes the necessary licenses required to maintain the City's virus protection and internet filtering for all City computer equipment, excluding the Library and the Police Departments that have their own dedicated computer replacement accounts.

A copy of the proposed replacement schedule with the associated costs has been provided below:

**City of Woodstock
Capital Improvement Program**

Department	Existing	Rotated iPads/Machines				
	iPads/ Machines	Year 1	Year 2	Year 3	Year 4	Year 5
City Council*	6	6	0	0	0	0
City Attorney*	1	1	0	0	0	0
City Clerk	1	1	0	0	0	0
City Manager*	5	1	2	2	1	2
Community & Economic Development	12	3	3	3	3	3
Finance*	7	1	3	3	1	3
Information Technology*	2	1	1	0	1	1
Human Resources*	5	2	2	1	2	2
Opera House	9	3	3	3	3	3
Public Works**	15	5	5	5	5	5
Recreation	12	4	4	4	4	4
Totals *	75	21	23	21	20	23

* The Department includes a City-issued iPad

** 4 computers are funded through the Utility Fund each year

Hardware & Software Replacements:

iPads Scheduled for Replacement	11	0	0	0	0	
Estimated iPad Cost	\$500	\$500	\$500	\$500	\$500	
Estimated Replacement Costs	\$5,500	\$0	\$0	\$0	\$0	
CPUs Scheduled for Replacement	10	23	21	20	23	
Estimated CPU Cost	\$1,100	\$1,100	\$1,100	\$1,100	\$1,100	
Estimated Cost	\$11,000	\$25,300	\$23,100	\$22,000	\$25,300	
Servers	10	2	2	2	2	
Estimated Server Costs	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
Estimated Costs	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
Hardware Upgrades		\$3,000	\$3,000	\$3,000	\$3,000	
Office Software Licenses	20	20	20	20	20	
Estimated Software Cost	\$300	\$300	\$300	\$300	\$300	
Estimated Costs	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	
Total Hardware & Software Replacements		\$35,500	\$44,300	\$42,100	\$41,000	\$44,300
Subscription Services						
Anti-Virus		\$0	\$0	\$5,500	\$0	\$5,500
Sonicwall		\$0	\$3,500	\$0	\$3,500	\$0
Total Subscriptions		\$0	\$3,500	\$5,500	\$3,500	\$5,500
Total Costs		\$35,500	\$47,800	\$47,600	\$44,500	\$49,800

Project: Copy Machine Replacements

Priority Ranking:

A					
FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$13,000	\$0	\$0	\$0	\$0	\$13,000

Funding Request:

Estimated Start Date: May, 2014
Estimated Completion Date: April, 2016
Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>The City of Woodstock depends heavily on the use of copy machines that are located in various facilities. These copy machines are used for printing, copying, scanning, and in some cases faxing. The heavy use of the units is driven by the lower cost to print utilizing these devices. The cost per page is more than 90% cheaper than using a local inkjet printer.</p> <p>The two copiers designated for replacement in FY14/15 are located at the Woodstock Police Department. The heaviest-used copy machine at the PD is located in the Records Division. This copier was installed in June, 2001 and has over a 1.1 million total page count. The division averages around 7,500 pages per month and is the primary printer failover for all computers at the PD. The records copier has had 12 service calls within the last 12 months. The copier in the Administration Division at the PD was also installed in June, 2001 and has over 500,000 pages serviced. It averages close to 3,000 pages per month and serves as the primary fax machine for the PD Administration Division. The administration copier has had 5 service calls in the last 12 months.</p> <p>Each unit would be a replacement of the existing unit in each area. The new copiers would continue to serve as the primary printer in each of these areas, as well as provide scan, copy and fax services.</p> <p>The current large format copier used by Public Works is no longer working and repairs are estimated to exceed more than 50% of the cost of replacement. This office equipment is used to copy large-sized (normally 24" by 36") plans and blueprints and is needed not only for internal use but to also make copies of large-sized documents for residents and customers. Due to the slow pace of development projects and new construction, copies needed by Public Works can be provided by City Hall. However as development increases in the future and the associated number of copies also needed increase, it may require the purchase and replacement of this equipment.</p> <p>If approved for funding in FY14/15, the City would replace the copiers located at the Records Division and the administrative copier at the Police Department. As previously mentioned, this project may require additional funding in future years to replace the wide-format copier located at the Department of Public Works.</p>

Project: Wireless Network

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$30,000	\$20,000	\$0	\$0	\$0	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2016

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The City of Woodstock prides itself on providing superior customer service to residents, visitors and employees. One of the most requested services from residents, particularly at the Recreation Center, is to provide wireless internet access. Wireless access would allow residents, employees and guests at any location to utilize the internet. The wireless infrastructure can also be leveraged for City-owned wireless devices to acquire network and internet access.

To accomplish this task, wireless networks must be configured in such a way that protect the City's resources from public devices. The best way to address these security concerns is to create two separate wireless networks to segregate the public devices from the City devices. The public network would also control the amount of "bandwidth" allocated to each device.

During the Voice over IP telecommunication implementation, Extreme Network switches were installed to improve the City's network. These enterprise-level switches have created a solid foundation to implement the proposed wireless-network design.

The money allocated in FY14/15 would allow for the first phase of implementation, which would include establishing a wireless network in several locations including City Hall, Police, Recreation Center, and Opera House. The funding for FY15/16 would allow for the completion of installing wireless access points in the remaining City facilities as well as a redundant controller to maximize uptime.

Project: Document Archival Management Software

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$25,000	\$25,000	\$15,000	\$0	\$0	\$65,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

Annual Operating Costs: \$3,000

Project Purpose, Description and Benefit

The City of Woodstock maintains thousands of records required by law in many different formats. Most of this information exists as unstructured data, with the most common form being a hard-copy, printed document. This unstructured data often contains critical

information that must be secured, shared and retained. This data is used, and then kept for archival purposes based on legal requirements. When being kept for archival purposes, this data ends up being stored in file cabinets or boxes in the basement. This current practice does meet the State's legal requirements.

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 when required. The storage of this paperwork can be challenging until the required legal timelines are met. For every year the City needs to hold 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 required data.

Funding in FY14/15 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 FY15/16 and FY16/17 to expand the system for utilization Citywide.

GENERAL ADMINISTRATION: Future Years Project Narratives

Project: GIS Upgrades

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$40,000	\$40,000	\$40,000	\$30,000	\$150,000

Project Purpose, Description and Benefit
<p>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 Community 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 FY15/16 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.</p> <p>Funding for FY16/17 and a portion of FY17/18 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.</p> <p>The remaining balance in FY17/18 and FY18/19 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.</p>

Project: Customer Relationship Management

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$25,000	\$25,000	\$25,000	\$45,000	\$120,000

Project Purpose, Description and Benefit
<p>The City has made large strides in providing online access to a number of existing services through the City's website. In order to continue improving and streamlining these services, processes and information, the City should implment a centralized Customer Relationship Management (CRM) system.</p> <p>A CRM system is a software solution that would allow all departments of the City to manage interactions with residents, including but not limited to, phone calls, emails, on-site visits, and scheduling. The CRM system would also facilitate interdepartmental</p>

efficiencies and information sharing, specifically concerning particular addresses or residents. In turn, this would improve common business practices between departments, which ultimately allows the City to better serve its residents.

In FY14/15, staff would begin the evaluation of the various software applications that the City currently owns, and determine how each of the departments use this software to manage their day-to-day operations. Based on this analysis, staff can begin to engage the various vendors to identify the best solution. Vendors will need to demonstrate their software solution, specifically identifying its capabilities to meet the needs of the City and its residents, as well as integrate information from legacy systems currently in place.

Actual installation and integration of the new system in the City would begin in FY15/16, and be gradually deployed to each of the departments.

Project: Citywide Intranet/Collaboration Software

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$30,000	\$0	\$0	\$0	\$30,000

Project Purpose, Description and Benefit
<p>SharePoint Service by Microsoft allows for the creation of dynamic intranet sites via a simple user interface. City announcements can be made, approved and published in minutes utilizing this technology. It also supports many of the services contained within Microsoft Office.</p> <p>Through this software, a user can easily create documents and manage the collaboration process with built in change management and the ability for users to “check out” documents for editing. This helps alleviate the problem of duplicate effort on a single document and the risk of one user overwriting another’s efforts. With change management, users can retrieve previous versions of edited documents using the system’s revision history.</p> <p>The project would also consist of the installation and implementation of Microsoft Office Communicator Service. This is an in-house instant messaging technology that would allow for inter-site communications and the ability to show in/out of office status.</p> <p>This project would also allow for future upgrades to the newest version of Office and ensure that all City employees are using the same, consistent tools. A consistent set of tools will also allow for better use of current technologies (i.e. the use of MS Access as a tool for all users, rather than only those with the software installed) and easier cross training of procedures, training classes to be implemented easier due to consistent instructions, and document compatibility between all users.</p>

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.

Save 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 FY14/15-FY18/19 Public Facilities Capital Improvement Program, as proposed, includes a total of six (6) projects totaling \$3,751,000 over the 5-year planning period. The FY14/15 Public Facilities Capital Budget Year also includes four (4) proposed projects totaling \$488,000. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 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 FY14/15 it is proposed that several structural masonry repairs be completed. In addition, the 36-year old auditorium seats will require renovations, and the facility would also benefit from the purchase and installation of a marquee sign.

The **City Hall Improvements** project for FY14/15 is for the repair and/or replacement of exterior bricks on the facility, as well as the replacement of the roof over the former Police Department garage.

At some point and time, the City Council will need to determine if it’s in the best interest of the community to maintain Public Works at its current location and expand the existing facility, or

construct/purchase a new facility at a different location. At least for the short term, it appears that maintaining and expanding the existing Public Works' site is preferred. With that in mind, the City needs to consider purchasing additional property to facilitate a site expansion. The FY14/15 **DPW Facility Maintenance & Expansion** project includes funding for property acquisition, and the replacement of the vehicle lift and fuel station.

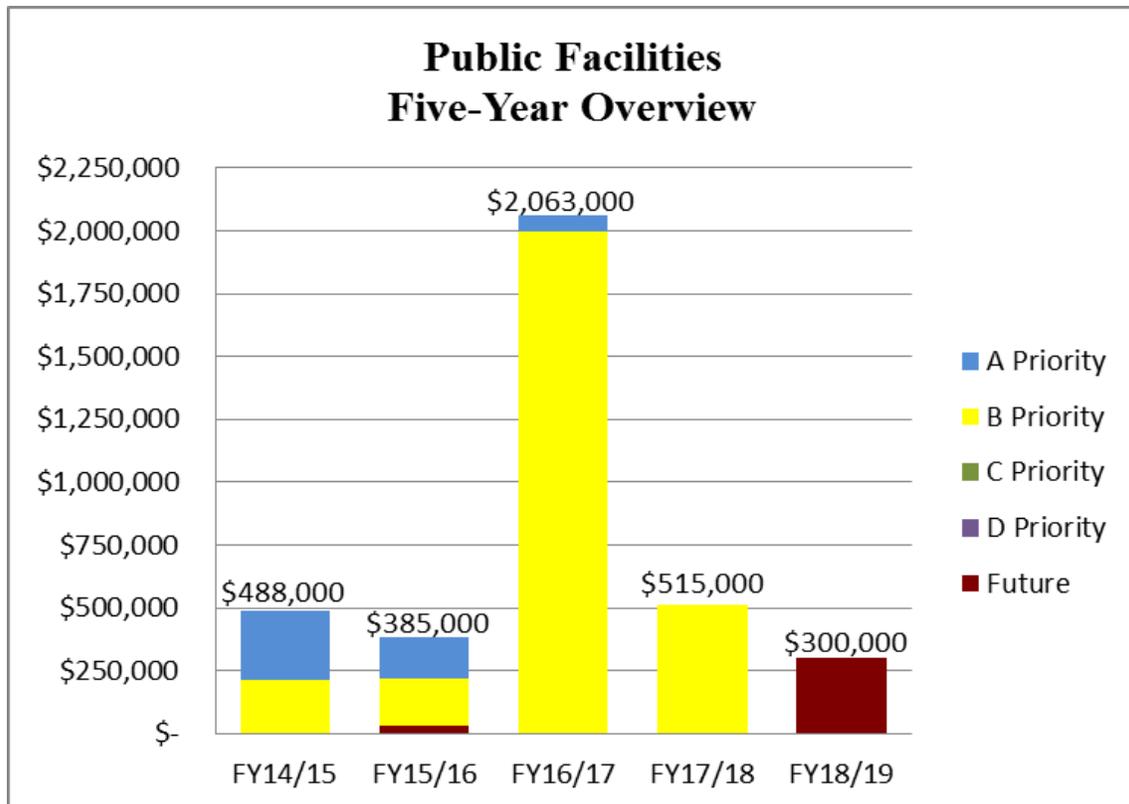
The **Recreation Center – Lighted Sign** would replace the existing sign on Lake Avenue with an electronic interchangeable sign to provide information concerning programs and events to travelers. The proposed sign would be designed utilizing the gateway sign elements to further the City's brand and overall marketing.

FY14/15 – FY18/19 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** and **Opera House Improvements** both include the re-carpeting of the facilities. **City Hall Improvements** also includes a lighting retrofit for the remaining fixtures. **Opera House Improvements** includes funding to complete the replacement of the stage floor. In addition, the **DPW Facility Maintenance & Expansion** project includes a request for funding to eventually construct several additions to the existing buildings and address various long-term maintenance needs of the current structure. Improvements to the **Recreation Center Parking Lot** and **Façade** have been included for consideration in future years.

PUBLIC FACILITIES: Recommended Projects & 5-Year Summary

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Opera House Improvements	A	\$190,000	\$100,000	\$48,000	\$0	\$0	\$338,000
2	City Hall Improvements	A	\$85,000	\$65,000	\$15,000	\$0	\$0	\$165,000
3	DPW Facility Maintenance & Expansion	B	\$193,000	\$190,000	\$2,000,000	\$515,000	\$0	\$2,898,000
4	Recreation Center – Lighted Sign	B	\$20,000	\$0	\$0	\$0	\$0	\$20,000
5	Recreation Center – Parking Lot		\$0	\$30,000	\$0	\$0	\$0	\$30,000
6	Recreation Center – Stone Facade		\$0	\$0	\$0	\$0	\$300,000	\$300,000
Totals			\$488,000	\$385,000	\$2,063,000	\$515,000	\$300,000	\$3,751,000
# of Projects			4	4	3	1	1	6



PUBLIC FACILITIES: Detailed Project Narratives

Project: Opera House Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$190,000	\$100,000	\$48,000	\$0	\$0	\$338,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

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.

FY14/15 - \$55,000/STRUCTURAL MASONRY REPAIRS, \$60,000/ AUDITORIUM SEATING RENOVATION, & \$75,000/MARQUEE SIGN INSTALLATION:

STRUCTURAL MASONRY REPAIRS (FY14/15 – \$55,000):

The Structural Masonry Repairs project is necessary to arrest and remediate the ongoing, destructive infiltration of groundwater into the central load-bearing brick wall and other related masonry in the basement, north foundation wall and front entry of the Opera House. In addition, this project would repair extensive damage caused by this water to structural brick, mortar and ornamental sandstone elements.

Unlike its exterior brick walls, the central bearing wall and interior brick basement walls of the original City Hall were built to extend well below grade to rest on stone foundation and footings beneath the basement level. Although the subsequent installation of a concrete floor over the foundation produced a dry and healthy basement, as an unintended consequence, the bases of the walls have encased the water, preventing the evaporation of moisture from the soil below. Groundwater is instead drawn into the porous brick of the walls where it has, over decades, slowly caused the shedding of mortar and the disintegration of bricks in the basement. In recent years several attempts to repair crumbling ornamental sandstone blocks at the Van Buren St. entrance have failed due to

constant dampness inside the wall - the result of water wicking up from beneath the building. In August, the Opera House staff discovered additional disintegration of wet bricks, mortar and sandstone in a new area while performing site preparation work related to the Engine House Door Restoration Project. If not addressed, this extensive and continuing deterioration will compromise the structural integrity of the Opera House.

The following masonry and concrete work should be performed by a qualified restoration firm: A band of the concrete basement floor will be cut and removed along the central wall to expose its foundation. Dampcourse fluid will be injected into the wall and other affected masonry to displace water and provide a seal to prevent future infiltration. All damaged brick will be removed and replaced and deteriorated joints will be cleaned and tuckpointed. New concrete will be installed where the existing floor was removed. Affected brick masonry at the Van Buren St. entrance will be similarly treated and repaired. Damaged ornamental sandstone blocks will be cleaned and repaired to restore their original profiles or will be replaced if needed. Any necessary disturbance of interior finishes or materials may be repaired by the Opera House technical staff.

AUDITORIUM SEATING RENOVATION (FY14/15 – \$60,000):

As part of the Opera House restoration project, in 1977, the auditorium of the theatre had 424 new seats installed. These metal framed theatrical-styled seats replaced the seating that had been obtained from the Great Northern Movie Theatre in the 1950s. For 36 years these seats have served an estimated 1.5 million guests at the theater with an average of 10,000+ hours of usage and wear on most of the seats. While the overall structure of these seats has maintained their integrity, the foam cushions and seating fabric are showing increased deterioration.

This project is intended to fund the replacement of the foam/artificial padding within the metal frames of the seats and seat backs of the Opera House auditorium seating as well as the associated reupholstery. A professional seating company would be hired to make these repairs and refurbishments on site at the Opera House. Additional repairs to the wooden backs of the chairs and mechanical or structural repairs could be addressed on an as-needed basis by Opera House staff. With the completion of these necessary repairs, the Opera House will continue to be able to provide patrons with comfortable and safe seating for years to come.

MARQUEE SIGN INSTALLATION (FY14/15 – \$75,000):

Since the restoration of the Opera House in 1977, numerous methods have been used to promote programs that were scheduled in the facility. While some of the earlier methods, like signs over the entranceways to the Park in the Square, were eventually abandoned, other methods, like posters in the windows, have continued to be used. Currently, there are five primary approaches utilized by the Opera House to advertise performances/events. These include: newspaper ads, posters, direct mail brochures, 8” x 5” handouts and social media, including Facebook.

While ads, brochures, handouts and social media have the largest distribution, posters have limited exposure and are most frequently used in the front windows of the Opera

House or the large display case facing Calhoun Street. The primary goal of the posters is to advertise current and future events to sidewalk and street traffic and to inform visitors of upcoming events on days that the facility is closed. There are a number of limitations to this type of advertising. For instance: during peak times there can be more event posters than the windows can accommodate; information can be hard to read from the street or sidewalk; budget restraints prevent some event organizers from purchasing posters; and information in this format can be difficult to change, keep current or be presented in a chronological manner. It has often been suggested by Opera House user groups and the Opera House Advisory Commission that the City improve and expand this method of advertising with a large marquee-type sign or electronic-message board.

During the City's annual Budget Workshop in April, Council members expressed a desire to investigate the possibility of proceeding with a project of this kind. Currently, design and location proposals are being developed by the Hitchcock Design Group with the hope that a final plan could be presented for Council's consideration and approval in April of 2014. In FY14/15, the project costs include final design and engineering fees plus construction and installation of an electronic marquee.

FY15/16 - \$100,000/CARPET REPLACEMENT

The carpet installed in the Auditorium and public areas of the Opera House is a custom-woven material of a design chosen by restoration architect, John Vincent Anderson, for the restoration of the building in the 1970s. This carpet was again duplicated and replaced during FY95/96, after 20 years of wear, with the present material, which has a greater service-life expectancy due to its higher wool content. However, the Opera House production programs have grown since that time, and attendance as well as occupant traffic have increased. High traffic areas are becoming noticeably worn and some sections, such as individual stairs and landings, have been recovered with carpet pieces from a limited stock of material and cuttings which remain on hand. The timely replacement of this carpet and other functional materials is an important part of the proper maintenance of this landmark facility.

This project will require the production of custom carpeting to the established technical specifications used in the previous project by a qualified firm which specializes in such work. Installation of the newly-milled carpet in all carpeted public areas will be done by a contractor selected based on experience with this type of patterned material in large commercial facilities.

FY16/17 - \$48,000/STAGE FLOOR RECONSTRUCTION

Work associated with the construction of the Opera House Annex revealed structural deficiencies in the floor of the historic stage. Previous remodeling work, settling and the sheer age of flooring and framing components have produced depressions and unevenness in the stage surface. Layering of sheet materials was employed during Annex construction to temporarily provide a smooth transition between the stage floor and the adjacent stage left work area in the new building. A detailed structural inspection of the stage floor, remediation of sagging and related damage, and a permanent matching of the two floor surfaces should be undertaken.

Preliminary investigation, demolition and site preparation may be performed by the Opera House technical staff. A qualified restoration architect and structural engineer should be employed to provide necessary expertise and to prepare project documentation. Structural modifications and installation of flooring should be performed by a qualified carpentry contractor. Final trim work and painting may be done by the Opera House technical staff.

Project: City Hall Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$85,000	\$65,000	\$15,000	\$0	\$0	\$165,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

BRICK REPAIR (FY14/15 - \$50,000)

There is a substantial amount of repair work that needs to be completed to the exterior bricks and masonry of City Hall. The east entrance vertical stones are eroding and will eventually cause an unstable doorway situation. The west entrance bricks have eroded as well, just not to the same extent as the east entrance. Additionally, the brick work on the back wall of the boiler room is in need of tuckpointing as the mortar has eroded in many spots causing cracks and loose and/or broken bricks. Mortar joints have become compromised in several areas in-between the stone window sills causing water to freeze behind the brick face creating more damage to mortar joints during the freeze/thaw cycle each year. Unless this work is completed, the bricks will continue to deteriorate and/or fall off of the building, leading to even more costly repairs in the future.

CITY HALL ROOF REPLACEMENT (FY14/15 - \$35,000)

The lower level roof above the former Police Department garage was overlaid with rubber roofing in 1989 as a change order to the other roof work performed in the City. Over the years, the City has completed temporary patching of this roof, but the roof has reached its useful life and is leaking water into the garage and interior hallway during rain events as well as when snow accumalates and melts. This will also require the current air conditioners located on the roof to be temporarily relocated, which will result in an increase to the cost of this roof replacement.

CARPET REPLACEMENT (FY15/16 - \$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 is exhausted. The City will need to consider replacing the existing carpeting at an estimated cost of \$65,000. This project has been programed for the same budget year as the Opera House Carpet Replacement to allow for a potential benefit from economies of scale.

LIGHTING RETROFIT/REPLACEMENT (FY16/17 - \$15,000)

While the lighting in the public areas of City Hall was replaced in FY11/12 with LED lighting/light bulbs, the lighting in the office space should also be replaced by more environmentally-“friendly” LED and fluorescent lighting. This project would provide the funding to facilitate the replacement of the remaining light fixtures in City Hall with LED lighting.

Project: DPW Facility Maintenance

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$193,000	\$190,000	\$2,000,000	\$515,000	\$0	\$2,898,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2018

Annual Operating Costs: \$3,000 | |

Project Purpose, Description and Benefit

VEHICLE LIFT REPLACEMENT (FY14/15 - \$38,000)

This project would provide funding to replace the drive-on vehicle lift located in the Fleet division vehicle repair bay. The current lift is approaching twenty-five years in age and is beginning to show signs of structural issues that could affect the reliability and safe use of this lift. The vehicle lift is used daily for repair work on our lighter vehicles and up to the Class-8 dump trucks. Unfortunately, the company that manufactured this lift is no longer in business, which has resulted in repair parts being no longer produced and available.

The new replacement lift would accommodate the needs for all repair work for the entire City fleet. The existing lift has a 25,000 lb. capacity, which prevents the lifting of the City’s heaviest vehicles. This slows down and makes certain repairs more difficult and time consuming. The new lift would provide a 30,000 lb. capacity, which would allow the mechanics to lift all vehicles in the City's fleet.

FUEL DISPENSER SYSTEM REPLACEMENT (FY14/15 - \$15,000)

The current fuel-dispenser system is more than twenty-five years old and new replacement parts are no longer available. This results in significant delays in repairs when the unit breaks down. This fueling station is the Department's main source for fuel during daily operations and is also utilized by other departments during emergency situations, which makes this an important piece of equipment. The existing unit is an outdated key-troll system with rolling counters that fail without notice resulting in inaccurate readings and/or the system shutting down completely.

The existing system would be replaced with a card-based system that has more capabilities and maintains an accurate monthly accounting of fuel used by each individual vehicle and piece of equipment. This would be a web-based system that would improve handling and managing fuel-usage data. The reporting features would be especially useful during major storm events (declared emergencies), so the City could capture all of the costs associated with the event for possible reimbursement.

FACILITY EXPANSION (FY14/15 - \$140,000, FY15/16 - \$190,000, FY16/17 - \$2,000,000, FY17/18 - \$515,000)

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 the 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. A financing plan for the estimated \$12.9 million Public Works facility project, and the additional cost for the construction of Lake Shore Drive, was submitted to the City Council for their approval and included within 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 not move forward with the construction and to not incur the 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 continuing 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, it will not be possible to fund the construction of a complete new facility anytime during the next 10 to 15 years based on economic conditions.

As an alternative to the original concept of constructing a new 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 cost. One issue is size. While the original plan called for a 70,000 square foot facility, it is possible to reduce that foot print to reduce costs. Even considering a 50% reduction to 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 day and night. A second concern is the cost of renovation. 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, storage of vehicles, proper floor drains and basins for cleaning, and office changes. It was found that the cost of conversion would be at least 150% of the purchase price which did not make good economic sense.

However, size and renovation costs were not the major concern identified with 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 the 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 \$1.0 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 kept at the existing site for several years. That would require operations to be separated, employee resources to be separated, supervision to be separated, vehicle and equipment resources to be separated, and vehicle storage 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. That separation would reduce efficiency and at the same time increase long-term maintenance costs.

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 and to expand the Public Works' buildings. Having 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 FY14/15 to acquire one additional lot adjacent to the current Public Works' site to allow for future expansion. During FY15/16 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 FY16/17 and FY17/18. 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:

- FY14/15 \$140,000 General Corp. share for the purchase of additional land;
- FY15/16 \$190,000 General Corp. share for preparation of plans, specifications, and sale of bonds;
- FY16/17 \$2,000,000 General Corp. share of construction costs; and
- FY17/18 \$515,000 General Corp. share of final construction costs.

[NOTE: If this CIP request is not approved and included for FY14/15, a different CIP request for building maintenance needs such as tuckpointing, interior lighting improvements, and other building improvements should be prepared.]

Project: Recreation Center Interchangeable/Lighted Sign

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$20,000	\$0	\$0	\$0	\$0	\$20,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

This project would provide funding to purchase and install 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 programs but Rec Center and Woodstock Water Works events and activities. As witnessed by the Rotary 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 streets in Woodstock and the existing sign is very visible as motorists enter and exit Woodstock. The Recreation Department would be responsible for updating the sign. Electricity is currently available at the sign location. Any future sign would incorporate the designs developed through the Gateway project to improve the City's brand and provide uniformity.

PUBLIC FACILITIES: Future Years Detailed Project Narratives

Project: Recreation Center - Parking Lot

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$30,000	\$0	\$0	\$0	\$30,000

Project Purpose, Description and Benefit

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 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 a program 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.

The proposed addition would be constructed on the flat, grassy area behind the Recreation Center, which is currently not being used.

Project: Recreation Center - Stone Façade

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$300,000	\$300,000

Project Purpose, Description and Benefit

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 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 FY14/15-FY18/19 Public Safety Capital Improvement Program, as proposed, includes fourteen (14) projects totaling \$3,062,300 over the 5-year planning period. The FY14/15 Public Safety Capital Budget Year CIP includes eight (8) proposed projects totaling \$670,200. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 Capital Budget Year Highlights

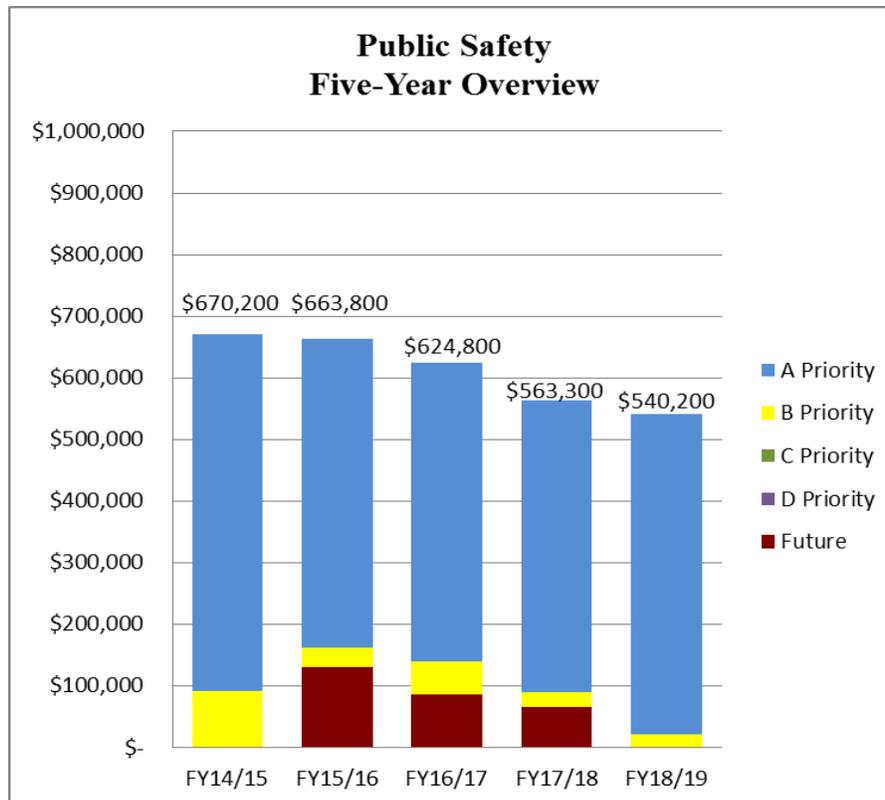
The major expense in the Public Safety category of the General Corporate Fund - CIP will continue to be the annual transfer of funds, in the amount of \$350,000 for the next six (6) years, to the Debt Service Fund to amortize the debt on the **Police Facility**. This is in addition to the continued maintenance and replacement of equipment related to public safety – e.g., **In-Car Video Cameras, Annual Police Vehicle Replacement, Vehicle Equipment, Radio Communication Upgrades, Computer Network System Upgrades, Building Improvements/UPS, and Traffic Safety Unit – Truck Program.**

FY15/16 – FY18/19 CIP Planning Summary

Within the 5-Year CIP planning period funding is proposed for the continuation of the **Police Facility** debt service transfer, **In-Car Video Cameras, Annual Police Vehicle Replacements, Radio Communication Upgrades, Computer Network System Upgrades, Building Improvements/UPS, Warning Siren** installation, **Crime/Accident Forensic Mapping** software, **Emergency Generator** purchase and installation, **Bullet Proof Vest** replacements and **In-Car Computer Terminal** upgrades.

PUBLIC SAFETY: Recommended Projects & 5-Year Summary

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Police Facility Bond Payment	A	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,750,000
2	In-Car Video Cameras	A	\$35,700	\$0	\$0	\$6,300	\$34,500	\$76,500
3	Annual Police Vehicle Replacement	A	\$162,000	\$135,000	\$135,000	\$118,000	\$135,000	\$685,000
4	Vehicle Equipment	A	\$13,700	\$0	\$0	\$0	\$0	\$13,700
5	Radio Communication Upgrades	A	\$18,000	\$18,000	\$0	\$0	\$0	\$36,000
6	Computer Network Sys. Upgrades	B	\$12,300	\$9,300	\$26,800	\$14,000	\$10,700	\$73,100
7	Building Improvements/UPS	B	\$24,000	\$21,000	\$28,000	\$10,000	\$10,000	\$93,000
8	Traffic Safety Unit-Truck Program	B	\$54,500	\$0	\$0	\$0	\$0	\$54,500
9	Replacement of Rooftop HVAC Equipment		\$0	\$81,500	\$0	\$0	\$0	\$81,500
10	Warning Sirens		\$0	\$25,000	\$0	\$25,000	\$0	\$50,000
11	Crime/Accident Forensic Mapping		\$0	\$24,000	\$0	\$0	\$0	\$24,000
12	Emergency Generator		\$0	\$0	\$48,000	\$0	\$0	\$48,000
13	Bullet Proof Vests		\$0	\$0	\$37,000	\$0	\$0	\$37,000
14	In-Car Computer Terminals		\$0	\$0	\$0	\$40,000	\$0	\$40,000
Totals			\$670,200	\$663,800	\$624,800	\$563,300	\$540,200	\$3,062,300
# of Projects			8	8	6	7	5	14



PUBLIC SAFETY: Detailed Project Narratives

Project: Police Facility

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$350,000	350,000	350,000	350,000	350,000	1,750,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 20-year bond (6 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.

Project: In-Car Video Cameras

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$35,700	\$0	\$0	\$6,300	\$34,500	\$76,500

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Video cameras were replaced in all patrol vehicles in FY07/08. 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) the 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 presents 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 to outfit ten (10) patrol vehicles as well as the equipment necessary for downloading the videos captured on the in-car video cameras to a retrievable data source.

Project: Annual Police Vehicle Replacement

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$162,000	135,000	135,000	118,000	135,000	\$685,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

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 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 exceed 90,000 miles on the odometers. 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 FY14/15, five (5) marked patrol vehicles @ \$27,000 and one (1) proposed truck enforcement vehicle @ \$27,000 are scheduled for replacement. Please see the following schedule for 5-year replacement plan:

**Capital Improvement Program Police Vehicle Replacement Chart
November 2013**

Assigned	Squad Number	Year	2014/ 2015	2015/ 2016	2016/ 2017	2017/ 2018	2018/ 2019
Chief of Police	10	2012				2017	
Deputy Chief	11	2013					2018
Training	13	2012	*	*	*	*	*
Detective Sgt.	14	2013					
Detective # 1	15	2007		2015			

**Capital Improvement Program Police Vehicle Replacement Chart
November 2013**

Detective # 2	16	2007		2015			
Detective # 3	17	2004			2016		
Community Service Officer	18	2009	*	*	*	*	*
DARE/ GREAT	19	2013					
Patrol Sgt.	20	2012	2014		2016		2018
Patrol	21	2012	2014		2016		2018
Patrol	22	2013		2015		2017	
Patrol	23	2012	2014		2016		2018
Patrol	24	2012	2014		2016		2018
Patrol	25	2011		2015			
Patrol	26	2009		2015			
Patrol	27	2012	*	*	*	*	*
Patrol	28	2011	2014			2017	
Patrol	29	2008	*	*	*	*	*
Bicycles	31, 33, 34	2002 1995					
Motorcycles	35, 36	2012	**	**	**	**	**
Speed Trailer	38	2001				2017	
Truck Enforcement	39		2014			2017	

* Supplied from patrol vehicles taken out of service
** Motorcycles are leased

Project: Vehicle Equipment

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$13,700	\$0	\$0	\$0	\$0	\$13,700

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The previously-used Ford Crown Victoria marked patrol cars were phased out by the manufacturer in 2011. These patrol vehicles are currently being replaced by smaller, efficient and economical patrol cars. Therefore, the vehicle change-over costs have been impacted by these new police vehicles.

The following costs are anticipated in FY14/15 when (5) five patrol vehicles are replaced; \$3,000 (1 vehicle @ \$3,000) will be spent to provide a canine cage; \$3,000 (3 vehicles @ \$1,000) to provide new prisoner cages; \$2,100 (3 vehicles @ \$700) to provide molded rear seats; \$2,000 (4 vehicles @ \$500) to replace computer stands; \$2,000 (4 vehicles @ \$500) to replace electrical consoles; \$1,600 (4 vehicles @ \$400) to provide front push/protective bumpers .

This project will complete the change over of the patrol vehicle fleet, and the necessary equipment required, from the previous Ford Crown Victoria patrol cars to the new generation Ford Taurus Police Interceptor patrol cars.

Project: Radio Communication Upgrades

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$18,000	\$18,000	\$0	\$0	\$0	\$36,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2016

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Woodstock Police Department completed the Federal Communications Commission (FCC) mandate for narrowbanding 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 narrowband frequency. This project calls for the systematic replacement of police radios that were reprogrammed to the mandated narrowband frequency and have been in daily use for the past twelve years.

In FY 14/15 thru FY 15/16 replace ten (10) patrol officer radios per year (\$1,800 per radio X 10 = \$18,000).

Project: Computer Network System Upgrades

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$12,300	\$9,300	\$26,800	\$14,000	\$10,700	\$73,100

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Computer hardware is constantly evolving over a very short timeframe, making a computer purchased today obsolete in less than three years. Software vendors normally support only the 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.

The productivity and capabilities of new hardware increases dramatically every six months. The City has maintained a philosophy consisting of a four-year schedule to replace 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.

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 FY14/15 includes the replacement of eight (8) PCs and two (2) laptops, as well as upgraded memory and operating systems for certain machines that would improve performance. In addition, by updating the Microsoft Office Pro version to the most current version, it will allow the Department to remain compliant with the number of licenses required to operate.

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. Please refer to the attached sample schedule provided with this request. The Police Department currently utilizes thirty-three (33) workstations/laptops and two (2) 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.

City of Woodstock
Police Protection
Capital Improvement Program
Sample Rotating Schedule

	Existing	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19
Servers	2	0	0	1	1	0
Server Cost		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Computers PC	28	8	7	7	5	5
Computers Laptop	5	2	0	0	2	3
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		\$11,200	\$7,700	\$7,700	\$7,900	\$9,100
Yearly Estimated Hardware Cost		\$11,200	\$7,700	\$12,700	\$12,900	\$9,100
Office Software Lic. Misc. Cost		1 \$600	1 \$600	1 \$600	1 \$600	1 \$600
Yearly Total Cost		\$11,800	\$8,300	\$13,300	\$13,500	\$9,700
MS Office Pro Current Version	30	0	0	30	0	0
Cost Per License		\$350	\$350	\$350	\$350	\$350
Cost		\$0	\$0	\$10,500	\$0	\$0
Sonic Wall Firewall	1	0	0	1	0	0
Cost Per Unit		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
Cost		\$0	\$0	\$2,500	\$0	\$0
Centralized Inkjet Printers	2	2	1	0	2	1
Laser Printers B&W	2	0	2	0	0	2
Laser Printer Color	1	0	0	1	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		\$500	\$1,000	\$500	\$500	\$1,000
Total Cost Per Year		\$12,300	\$9,300	\$26,800	\$14,000	\$10,700

Project: Building Improvements/UPS

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$24,000	\$21,000	\$28,000	\$10,000	\$10,000	\$93,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The Police Facility celebrated its twelfth anniversary in November, 2013. 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.

The Uninterrupted Power Source (UPS) is one of the systems that require scheduled replacement. This UPS battery system provides an uninterrupted electrical power source to the Computer Aided Dispatch system, computers, police and fire radios, and other electrical-powered emergency equipment present in the radio communications section. The UPS typically will provide a power source for the 15-second interval between power loss and the emergency generator activating and supplying power. The UPS is designed to provide a power source for up to two hours should the emergency generator fail. The average life expectancy of the UPS batteries is five years. The batteries were replaced in FY10/11 and will need replacement in FY15/16.

Included in this project for FY14/15 are; the carpeting and/or floor coverings of high traffic areas @ \$17,000; the seal coating of the west parking lot @\$4,000; and the removal and replacement of 6 (six) dead Ash trees \$3,000 (6 @ \$500). Additional items that may need replacement in future years are; additional carpeting, office furniture, emergency generator, HVAC system components and video surveillance components.

Project: Traffic Safety Unit – Truck Program

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$54,500	\$0	\$0	\$0	\$0	\$54,500

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

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 investigation. 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 of the special-use police vehicle has been included in the Annual Police Vehicle Replacement).

PUBLIC SAFETY: Future Years Project Narrative

Project: Replacement of Rooftop HVAC Equipment

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$81,500	\$0	\$0	\$0	\$81,500

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 twelve (12) 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 for this account would be utilized to replace the equipment prior to total failure. The amount proposed for FY15/16 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.

Project: Warning Sirens

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	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 FY15/16 and in the area of Woodstock North High School in FY17/18.

Project: Crime/Accident Forensic Mapping System

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$24,000	\$0	\$0	\$0	\$24,000

Project Purpose, Description and Benefit

During the 2013 calendar year, the Woodstock Police Department has investigated three fatal car accidents, 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.

Project: Emergency Generator

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$48,000	\$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 13-years ago when the construction of the Police Station was completed. 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.

Project: Bullet Proof Vests

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$37,000	\$0	\$0	\$37,000

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 gun shot or knife.</p> <p>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 5 years. Therefore, FY16/17 would be the next scheduled replacement for these vests.</p> <p>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 \$18,500 of the costs of these vests.</p>

Project: In-Car Computer Terminals

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$40,000	\$0	\$40,000

Project Purpose, Description and Benefit
<p>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.</p> <p>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.</p>

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 will temporarily have to 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 FY14/15 - FY18/19 Parks Capital Improvement Program, as proposed, includes seventeen (17) projects totaling \$3,594,500 over the 5-year planning period. The FY14/15 Parks Capital Budget Year CIP includes eleven (11) proposed projects totaling \$630,800 (\$192,800 of which is for outstanding debt service payments). The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 Capital Budget Year Highlights

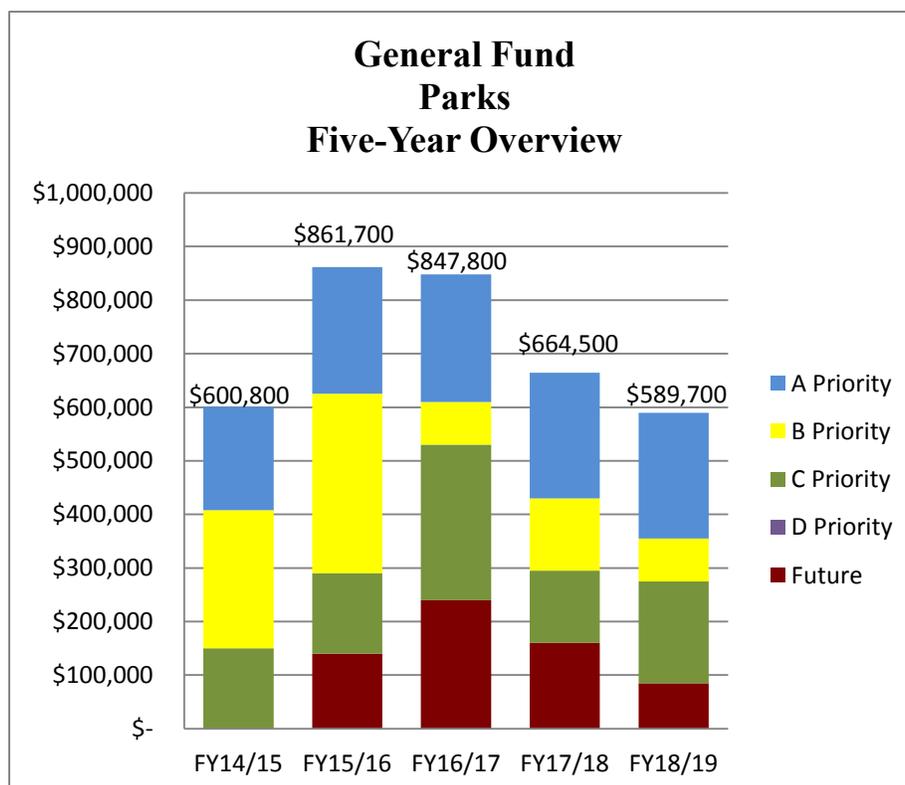
As described throughout this document, limited revenues mean that very few projects can be implemented within the Parks – CIP. First and foremost, the City's existing debt service commitments related to Davis Road Soccer Complex and Merryman Fields Park, both included in the **Park Bond Payments**, must be addressed and exceed the revenues received. A number of other projects are also requesting funding consideration for FY14/15: 1) **Statue Renovations** for the Civil War memorial in the Park in the Square; 2) **Playground Equipment Replacement** at Raintree Park; 3) **Resealing Courts** (two basketball courts at Bates Park); 4) **Park Restrooms** building design and site engineering for the eventual construction of a new facility in Emricson Park; 5) **Emricson Park Land Expansion** to determine additional parcels neighboring the City's main park for eventual acquisition and incorporation into the park; 6) **Main Softball Field Fencing** at Emricson Park; 7) **Emricson Park Electrical** improvements; 8) continued development of the **Hennen Conservation Area**; 9) **Neighborhood Park Development** at Sweetwater Subdivision/Manke Lane; and 10) **Parking Improvements** at Merryman Fields Park. 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.

FY15/16 – FY18/19 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 the housing growth returns to previous levels to generate sufficient revenues to add substantial new projects. The 5-year plan includes maintenance and replacement projects such as **Neighborhood Park Development, Ballfield Lighting, Recreation Paths, Bigelow Ballfield Renovations, Picnic Pavilions, Emricson Park Pond Dredging**, as well as new projects such as **Tree Replacements** to address the impact from the Emerald Ash Bore.

PARKS: Recommended Projects & 5-Year Summary

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Park Bond Payments	A	\$192,800	\$236,700	\$237,800	\$234,500	\$234,700	\$1,136,500
2	PITS Statue Renovations	A	\$30,000	\$0	\$0	\$0	\$0	\$30,000
3	Playground Equipment Repl.	B	\$40,000	\$60,000	\$60,000	\$40,000	\$40,000	\$240,000
4	Resealing Courts	B	\$13,000	\$15,000	\$10,000	\$15,000	\$15,000	\$68,000
5	Park Restrooms	B	\$10,000	\$240,000	\$0	\$0	\$0	\$250,000
6	Emricson Park Land Exp.	B	\$50,000	\$0	\$0	\$0	\$0	\$50,000
7	Main Softball Field Fencing	B	\$75,000	\$0	\$0	\$0	\$0	\$75,000
8	Emricson Park Electrical	B	\$55,000	\$0	\$0	\$0	\$0	\$55,000
9	Hennen Conservation Area	B	\$15,000	\$20,000	\$10,000	\$80,000	\$25,000	\$150,000
10	Neighborhood Park Develop.	C	\$80,000	\$80,000	\$250,000	\$70,000	\$125,000	\$605,000
11	Parking Improvements	C	\$70,000	\$70,000	\$40,000	\$65,000	\$65,000	\$310,000
12	Ballfield Lighting – Field A		\$0	\$130,000	\$0	\$0	\$0	\$130,000
13	Tree Replacement		\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000
14	Recreation Paths		\$0	\$0	\$130,000	\$50,000	\$75,000	\$255,000
15	Bigelow Ballfield Renovations		\$0	\$0	\$100,000	\$100,000	\$0	\$200,000
16	Picnic Pavilions		\$0	\$0	\$0	\$0	\$0	\$0
17	Emricson Park Pond Dredging		\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$630,800	\$861,700	\$847,800	\$664,500	\$589,700	\$3,594,500
# of Projects			11	9	9	9	8	17



PARKS: Detailed Project Narratives

Project: Park Bond Payments

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$192,800	\$236,700	\$237,800	\$234,500	\$234,700	\$1,136,500

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 (PDF). 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 annual debt service payments for cost incurred to expand the facility range from \$112,500 to \$113,500 with the final payment of these bonds occurring 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 for the repayment of this portion of the Alternate Revenue Bonds ranges from \$215,500 to \$219,700 with the final repayment of these bonds occurring in 2025. The annual debt service is funded by both the Environmental Management (80%) and Park Development (20%) Funds.

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 was expected to be a temporary measure that resulted from the recessionary economy. As soon as new housing rebounds and remains stable, 20% of the funds for bond repayment will be derived from the Park Development Fund. 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 also temporarily modified the source of repayment beginning in FY09/10 to conclude when sufficient revenues are generated from park

impact fees that meet the repayment requirements for these bonds. This temporary modification is proposed again in FY14/15 through a transfer from the General Corporate - CIP Fund. The annual debt service for the repayment of this portion of the Alternate Revenue Bonds ranges from \$145,200 to \$149,400 with the final repayment of these bonds occurring 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:

FY14/15:

Recreation Center	\$45,100
Davis Road Park	\$0 (0% PDF - 100% EMF)
Merryman Fields Park	<u>\$147,700</u>
Total	\$192,800

FY15/16:

Recreation Center	\$45,000
Davis Road Park	\$43,300 (20% PDF - 80% EMF)
Merryman Fields Park	<u>\$148,400</u>
Total	\$236,700

FY16/17:

Recreation Center	\$45,300
Davis Road Park	\$43,100 (20% PDF - 80% EMF)
Merryman Fields Park	<u>\$149,400</u>
Total	\$237,800

FY17/18:

Recreation Center	\$45,400
Davis Road Park	\$43,900 (20% PDF - 80% EMF)
Merryman Fields Park	<u>\$145,200</u>
Total	\$234,500

FY18/19:

Recreation Center	\$45,000
Davis Road Park	\$43,700 (20% PDF - 80% EMF)
Merryman Fields Park	<u>\$146,000</u>
Total	\$234,700

Project: Park in the Square (PITS) Statue Renovations

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$30,000	\$0	\$0	\$0	\$0	\$30,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

Standing at the center of the park, in the center of the City, at the center of McHenry County, our magnificent Soldiers' Monument has honored Woodstock's Civil War servicemen since it was unveiled and presented to the City on November 3, 1909. With the addition of their names in June, 2000, it became the singular monument to McHenry County's Civil War fallen. It has over the years come to be viewed as a tribute to all of our nation's defenders, figures prominently in Memorial Day and other observances, and its image has served as an emblem of the City itself.

This project is intended to repair the effects of time, weathering and vibration on the monument and address a developing public-safety matter. The monument is composed of eight major solid-granite elements stacked on a cement base. The pieces were aligned with steel pins during assembly and the joints caulked with sheets of lead, which compresses under weight, forms an effective water seal and helps prevent the stones from shifting or fracturing each other. However, the effects of any movement or vibration are magnified at the top of the structure, where the elements are smaller.

A recent inspection found that gaps have developed at the joint between the Sentinel statue and the intricately carved capital; much of the lead caulk is missing, stains and material indicate rusting within and the statue itself has rotated several degrees counterclockwise around its single steel pin. Any discernable movement of the statue is cause for concern, of course, as it is perched upon a narrow column and has an estimated weight of one ton. Moisture, freeze/thaw action, and seismic and traffic-caused vibration will continue to degrade the structure and make the assembly more unstable if unaddressed.

The following work should be performed by skilled craftsmen who are experienced in erecting and repairing large monuments. After a thorough onsite inspection, the statue (and other elements, if necessary) will be removed. Because of the height of the monument and the weight of its components, this will be done using a crane located on the street. Original fasteners will be replaced with stainless steel pins and the structure reassembled with new lead caulk.

Damage to the sculpted anchor on the south face of the monument will also be repaired by a qualified stone carver, using a replacement part carved from identical stone from the quarries of Barre, Vermont and the monument will be thoroughly cleaned.

Project: Playground Equipment Replacement

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$40,000	\$60,000	\$60,000	\$40,000	\$40,000	\$240,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$250

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 playground structure at Raintree Park was removed in August, 2013 because it was seldom being used; and due to its age, it was not being supported any longer by the manufacturer meaning replacement parts were no longer available. A conscious decision by staff to not replace the play structure was made and no plans for replacement were included in the CIP. However, after removal of the structure the Parks Supervisor received a petition from a resident on Lake Avenue accompanied by 91 signatures from residents demonstrating support for replacing the playground structures at Raintree Park. As a result, funds being requested for FY14/15 are for the purchase of replacement playground structures for installation at Raintree Park.

Besides Raintree Park, the City has twelve (12) other park sites where playground structures are installed. One of these locations, Emricson Park, has four (4) playground structures within the park boundaries. From experience, the City has found that the average life for 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, its location, and its overall condition. The following is a list of the playground facilities provided by the City, the date they were installed, and the planned replacement schedule:

PARK/LOCATION	DATE OF INSTALLATION	PLANNED REPLACEMENT	ESTIMATED COST
Raintree Park	1994	FY14/15	\$40,000
Tara Drive	1995	FY15/16	\$60,000
Banford Road Park	2000	FY16/17	\$60,000
Emricson Park – Tot Lot	2000	FY17/18	\$40,000
Emricson/Free Standing	2001	FY18/19	\$40,000

FUTURE - FY19/20 OR LATER	
Prairie Ridge Drive	2002
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 Park/Hilltop	2012
Bates Park	2013

Project: Resealing Courts

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$13,000	\$15,000	\$10,000	\$15,000	\$15,000	\$68,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$100

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 is 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>FY14/15 Two basketball courts at Bates Park</p> <p>FY15/16 Three tennis courts at Emricson Park</p> <p>FY16/17 One tennis court at McConnell Road Park</p> <p>FY17/18 Two basketball courts at Emricson Park</p> <p>FY18/19 Two tennis courts at Emricson Park</p>

Project: Park Restrooms

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$10,000	\$240,000	\$0	\$0	\$0	\$250,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2016

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

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 permanent indoor restroom facilities.

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 anything you can find within the park including mulch, sticks, leaves, garbage, grass, etc.

Due to the severe reduction of new park revenues received from building permits and the need to maintain the current park facilities, it is recommended that permanent facilities not be constructed and that portable toilets be used to serve park patrons throughout the summer months. Due to the aforementioned historical challenges, no funds are typically recommended for the construction of public restrooms at City parks.

If funding is allocated to construct bathroom facilities in the future, it is recommended that this facility be constructed at the former Peters Pool Bathhouse area in Emricson Park. Existing water, sanitary, and gas lines are close to this building site. In FY14/15, funds would be used for engineering and site plan development costs, with further funds requested for construction during FY15/16.

Project: Emricson Park Land Expansion

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$0	\$0	\$0	\$0	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>The City has been very successful in completing several recreation improvements in Emricson Park over the past decade. This has included the construction of new softball fields, new soccer fields, new basketball courts, recreation path, open play fields for soccer and football, the Aquatic Center and the development of a lighted football field. However, with this successful capital improvement program, Emricson Park has been developed to its capacity. The lack of additional land 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.</p> <p>The City should consider the purchase of additional park land adjacent to Emricson Park that would allow for the future expansion of the park and to provide more land for the addition of other park facilities in the future. This type of land acquisition is desirable and needed to better ensure the long term vitality of the City's primary park site.</p> <p>Funds are requested for FY14/15 to conduct further studies for the park expansion, prepare concept plans to determine what properties should be considered and how they might be used, obtain property appraisal reports, and to research and prepare funding options.</p>

Project: Main Softball Field Fencing

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$75,000	\$0	\$0	\$0	\$0	\$75,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>Field "A" (a.k.a Main Softball field) at Emricson Park has been used by Girls Softball, District 200, and City softball leagues for many years. The field is holding up very 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.</p>

There are several different factors that result in the need to schedule the replacement of the fence at Field A once funds are available. This field has been developed as a softball field but now also is used for baseball games. Baseball play has a different design for backstops, overhangs, and height of fence to protect both players and the public. The paved walking path that winds through Emricson Park is just beyond the backstop of Main Softball Field. When the field is in use, path users need to be weary of foul balls which occasionally land on or near the path. The path also passes by a new pavilion in this portion of Emricson Park, which increases the amount of pedestrian traffic adjacent to the ballfield's backstop.

Because the condition of the fence surrounding Main Softball Field is generally in poor condition, funds are requested to provide for its replacement. A new fence would improve the visual appearance of the field, help keep the baseball/softball in play, and provide better protection for pedestrians and cars in the area. Improvements would include fencing, a new backstop, extended overhangs, and batting cages (or bullpens) along the fence line.

Project: Emricson Park Electrical

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$55,000	\$0	\$0	\$0	\$0	\$55,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

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.

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.

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.

Project: Hennen Conservation Area

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$15,000	\$20,000	\$10,000	\$80,000	\$25,000	\$150,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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). A land donation of 25 acres to the City of Woodstock followed 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 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 identified for the property that would result in some capital costs for the City:

- FY14/15 - Core out proposed 15-20 car parking lot on the site, and place a suitable base material using City employees and equipment.
- FY15/16 - Construct final permeable asphalt surface on parking lot and delineate parking spaces.
- FY16/17 - Modify barn as necessary to accommodate planned programs, groups. (i.e. cement floor, lighting, etc.), keeping ADA accessibility in mind.
- FY17/18 - Construct gazebo or pavilion on site for public use.
- FY18/19 - Replace roof and/or siding on the barn/garage/house.

Project: Neighborhood Park Development

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$80,000	\$80,000	\$250,000	\$70,000	\$125,000	\$605,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 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 upgrade of existing facilities, and the land.

Through this process, the City has been able to obtain land for new park sites in various areas of the City. 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 new housing market, very little revenue is currently being generated. As a result, very limited funds are expected to be available for the development of new parks in the next several years. However, even in light of the reduced funding, the City needs to continue to plan for future parks, identify priority locations and determine costs. The four priority future park sites have been identified below by proposed fiscal year for construction.

1. Manke Lane Park Amenities – FY14/15:

Manke Lane Park, which is located in the Sweetwater subdivision, is south of Ware Road and west of Raffel Road. 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 (currently 303 homes constructed) 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.

2. Haydn Street Park Amenities – FY15/16:

Haydn Street Park, which is located in Sonatas subdivision, is located on the north side of Woodstock near the intersections of Ware Road and Raffel Road. There are currently 168 homes constructed in the Sonatas Subdivision. 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 now requested in FY15/16 to continue with the park development which may 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 – FY16/17:

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;
- Dedicated open play area;
- Seating area overlooking the adjoining open play area;
- 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 – FY17/18 and FY 18/19:

The 82 acre Merryman Fields Park was developed in FY07/08 to generally include seven (7) ball fields, 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 the intersection at 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. Sweetwater has 303 homes, Sonatas has 168 homes, and The Maples at Sonatas has 26 homes, all built in last ten years.

Funds have been requested in FY17/18 to install playground equipment at this park site. The City has found that providing play structures adjacent to ball fields is beneficial to the park users and is enjoyed by families who bring other children to the ball games.

In FY18/19, other park and recreation amenities would 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 would be allocated to add any or all of the following amenities at this new regional park:

- Tennis courts;
- Water spray park;
- Basketball courts;
- Additional ball fields (2);
- Ball field lights;
- Road extension to Queen Anne Road;
- Ballfield shelter/pavilions;
- Additional landscaping; and
- Expansion of recreational path.

Project: Parking Improvements

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$70,000	\$70,000	\$40,000	\$65,000	\$65,000	\$310,000

Estimated Start Date: May, 2014

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 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 ball fields 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 this 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 sub-base 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, half of the cost to construct half of the lot is requested in FY14/15, and the other half of the lot will be constructed in FY15/16 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 combined with 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 FY16/17.

Finally, funds need to be allocated annually for the maintenance and resurfacing of the parking lots in the City's 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 will need resurfacing and funds have been requested in FY17/18 and again in FY18/19 to complete this necessary maintenance.

PARKS: Future Years Project Narratives

Project: **Ballfield Lighting – Field A**

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$130,000	\$0	\$0	\$0	\$130,000

Project Purpose, Description and Benefit

Going into the 2014 season, the City has enough fields to accommodate the demand of the user groups based on past use, and no funds are requested for the installation of lights at any new ballfields. Rather than fund new field lighting projects, existing lighting systems on the following fields are continuing to be evaluated.

- Emricson Park – Main Softball Field A
- Emricson Park – Bigelow Field B
- Emricson Park – Bigelow Field C
- Emricson Park – Sullivan Field 1
- Bates Park – Field #2
- Bates Park – Field #5
- Bates Park – Field #6

Ballfield lights at Sullivan Field are maintained by Woodstock Little League.

It is recommended that the next lighting project involve the replacement of lights on Field A (Main Field) at Emricson Park. Due to the greater outfield dimensions and lights, Field A is one of the most versatile fields the City provides, and is used by a wide range of user groups. Most fields within the City are used for a six- to eight-week period each year, but Field A is used in the spring, summer, and fall by organized leagues and City-sponsored adult leagues. The lights on Field A do not adequately illuminate the field. They leave several dark spots in the field of play preventing players from being able to quickly locate/see the ball. New lighting would be safer for ball players, and because the new lighting will reduce the number of existing fixtures by 50%, the system would be more energy efficient. Replacement is recommended in FY15/16.

Project: **Tree Replacement**

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$10,000	\$10,000	\$10,000	\$10,000	\$40,000

Project Purpose, Description and Benefit

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 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: utility, water service and/or sewer locations, street signs, fire hydrants, street lighting, etc.

Project:

Recreation Paths

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$0	\$0	\$130,000	\$50,000	\$75,000	\$255,000

Project Purpose, Description and Benefit

The City has already incorporated recreational paths into four of its park sites: Emricson Park, McConnell Road Park, Merryman Fields Park, and the Hennen Conservation Area. Over time, it has become evident that these pathways are popular, and residents support expansions of existing paths and the construction of new paths within residential developments, neighborhood parks, and nature areas. 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).

Albert/Gerry Street Nature Area – In Progress:

This 30 acre site is located southeast of Emricson Park and is bordered by South Street, Tara Drive, Gerry Street and Kimball Avenue. During the last few years, students from Woodstock High School have spent some time and effort at this site identifying trees, cutting down and removing invasive species, and laying down wood chips for a natural path. In 2008, an Eagle Scout constructed an observation deck just off the existing path which overlooks the wetland area. Future plans include the construction of a floating bridge across some of the wet areas that will be constructed by volunteers from Woodstock High School or as an Eagle Scout project. Within a few more years, high school students are expected to complete the construction of a passive (wood chip) recreational path around this property totaling 0.7 miles (3,696 lineal feet). The City will remain active in the planning and development of this path which will link up with the path system in Emricson Park near the South Street entrance. The City does not expect to incur any costs for this path system, but if there are, they will be minimal and can be absorbed in the Parks Division's operating budget.

Three other park sites owned by the City could offer opportunities for passive path development, but would require incurring capital costs for construction. They are described as follows:

Haydn Street Park – FY16/17:

Haydn Street 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 the 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.

Maintenance – FY17/18:

With paved recreation paths at three of the City’s park sites, or four if a pathway is constructed at Haydn Street Park, it is likely that maintenance to existing paths will need to be completed. Not unlike the maintenance that occurred to the Emricson Park path in 2010, pathways get heaved by tree roots or other plant materials, cracks develop, or the pavement simply disintegrates from the effects of too many freeze thaw cycles and/or ultraviolet rays. All of these conditions will result in trip hazards for recreation path users, and the City will have some obligation to eliminate them. Funds are requested in FY17/18 to pay for maintenance activity related to the removal and replacement of sections of existing pathways in an effort to keep them safe for use and free of trip hazards.

Raintree Park – FY18/19:

Building on the success of the Emricson Park recreation path, the City could utilize this property to construct a shorter path system at Raintree Park. The path would be used by walkers, joggers, bicyclists, and roller bladers and could serve a different group of residents. This path could be constructed around the perimeter of the park and would include some rolling terrain and wrap around some of the natural areas of the park. A route has been identified for construction at this park which is anticipated to be at least seven tenths (0.7) of a mile long (3,696 lineal feet).

Project: Bigelow Ballfield Renovations

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$100,000	\$100,000	\$0	\$200,000

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 stormwater 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 removed 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 order to repair the problem, the fence had to be removed, posts were reset, and the fabric was re-stretched.

In the future, more permanent repairs will need to be made on these fields to improve them and correct the erosion concerns. It is envisioned that the following work will be necessary and that it will be done in an order similar to that stated below:

1. Identify drainage solution for the land outside of the fields and perform grading or install sub-surface drain tiles to correct.
2. Identify drainage solution for the land inside of the fields and perform grading or install sub-surface drain tiles to correct.
3. Restore the infield and outfield as necessary to eliminate the difference in elevation.
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 FY16/17 and FY17/18 to facilitate 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:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

Emricson Park is the largest recreational park in the City of Woodstock. This park has the following facilities available to the public: softball fields, soccer fields, basketball courts, recreation path, open play fields for soccer and football, a sledding hill, fish ponds, picnic areas, recreational playground areas, and an Aquatic Center.

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 accumulating silt, 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.

However, due to the severe reduction of new park revenues from building permits and the need to maintain the current park facilities, it is recommended that this maintenance work be postponed during the next five years. No funds are recommended for the pond dredging during the next five-year planning period.

Project: Picnic Pavilions

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Description and Scope

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 the Parks Division 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. However, due to the severe reduction of new park revenues from building permits and the need to maintain the current park facilities, it is recommended that no new pavilions be constructed during the next five years. No funds are recommended for the construction of park pavilions.

MOTOR POOL/EQUIPMENT: 5-Year Summary Overview

As the City continues to expand, both geographically and population-wise, 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 increasing 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 Capital Improvement Program, as proposed, includes seven (7) projects totaling \$1,374,900 over the 5-year planning period. The FY14/15 Capital Budget Year CIP includes five (5) proposed projects totaling \$272,900. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 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 FY14/15 and for the foreseeable future will be limited to the replacement of vehicles only when absolutely necessary. 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 FY14/15 include the lease payment for a loader (purchased in FY10/11) in **Streets – Equipment Replacement Lease Payment**; the purchase of two mowers in **Parks – Equipment Replacement**; the replacement of a pickup truck for **Parks – Truck Replacement**; the replacement of a dump truck in **Streets – Dump Truck Replacement**; **Streets – Vehicle Replacement**; and the purchase of a vibratory roller for **Streets – Equipment Replacement**.

FY15/16 – FY18/19 CIP Planning Summary

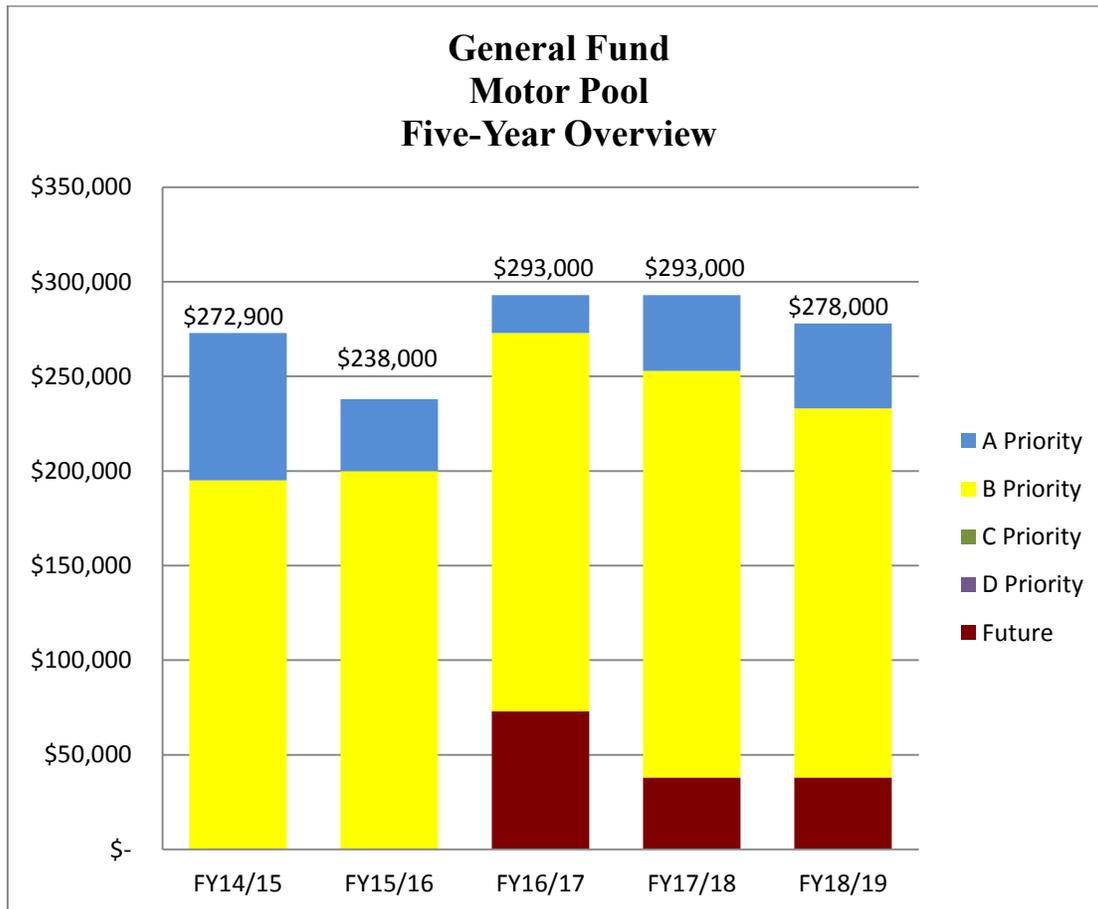
As identified above, the City's ability to continue to expand the Department of Public Works Motor Pool through development-related revenues will be severely limited in the 5-year planning period and, therefore, the Department of Public Works will continue to closely monitor its replacement schedule 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 serviceable 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 several pickup trucks within the Streets Division has been included that would begin in FY16/17. In addition, the lone pickup truck utilized by the Fleet Maintenance staff may require replacement in FY16/17.

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

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Streets – Equipment Lease Payment	A	\$19,900	\$0	\$0	\$0	\$0	\$19,900
2	Parks – Equipment Replacement	A	\$58,000	\$38,000	\$20,000	\$40,000	\$45,000	\$201,000
3	Parks – Truck Replacement	B	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
4	Streets – Dump Truck Replacement	B	\$145,000	\$145,000	\$145,000	\$145,000	\$145,000	\$725,000
5	Streets – Equipment Replacement	B	\$15,000	\$20,000	\$20,000	\$35,000	\$15,000	\$105,000
6	Streets – Vehicle Replacement		\$0	\$0	\$38,000	\$38,000	\$38,000	\$114,000
7	Fleet Maintenance – Vehicle Repl.		\$0	\$0	\$35,000	\$0	\$0	\$35,000
Totals			\$272,900	\$238,000	\$293,000	\$293,000	\$278,000	\$1,374,900
# of Projects			5	4	6	5	5	7



MOTOR POOL/EQUIPMENT: Detailed Project Narratives

Project: Streets – Equipment Lease Payment

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$19,900	\$0	\$0	\$0	\$0	\$19,900

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In FY10/11 the City purchased a John Deere loader utilizing a lease/purchase option that spread the cost over a five-year period. The first payment was \$31,000, and there were four subsequent payments each year of \$19,873 due in the month of June. The last payment will be made in FY14/15. The City needs to include the payment for the loader as an annual CIP expenditure.

Project: Parks – Equipment Replacement

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$58,000	\$38,000	\$20,000	\$40,000	\$45,000	\$201,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$500)

Project Purpose, Description and Benefit

Equipment within the Parks Division (generally consisting of tractors and mowers) is critically evaluated after a unit has been in service for a period of 10 years or more. If the equipment is in poor overall condition or annual costs to service it become excessive, it is recommended for replacement. This type of program helps to provide some assurance that this heavily-used equipment will remain reliable and capable of assisting with park maintenance activity. This equipment has a varying degree of purpose and is used year-round for the mowing of parks, ballfields, grounds around public buildings, and rights-of-way. In the winter months, some of this equipment is also used for snow removal in the downtown and in the parks.

The following is a list of current equipment operated and maintained by the Parks Division and the scheduled year for replacement:

Replacement Year	Description	Equipment Number	Estimated Cost
FY14/15	1997 JD 935/mower*	158	\$29,000
	2001 Kubota 2650 w/mower*	159	\$29,000

<u>Replacement Year</u>	<u>Description</u>	<u>Equipment Number</u>	<u>Estimated Cost</u>
FY15/16	1998 Bobcat 753 Skid Steer	106	\$26,000
	2002 JD 1200 Ballfield Tractor	156C	\$12,000
FY16/17	2003 Kubota 3830 W/Mower	161	\$20,000
FY17/18	1998 John Deere Gator 4X2	153A	\$15,000
	1998 John Deere 5210 Tractor	183	\$25,000
FY18/19	2002 Kubota 2560 W/Mower	160	\$20,000
	1999 John Deere 4500/Mower	154	\$25,000
FY19/20 or later			
	2002 JD Gator 4 x 6	153B	
	2004 Kubota Zero-Turn Mower	162	
	2005 Rhino Finish Mower	154A	
	2006 Kubota Zero-Turn Mower	157	
	2006 Kubota RTV 900 4 x 4	163	
	2006 Kubota MX5000F Tractor	164A	
	2006 Befco 315 FLX Mower	164B	
	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	
*Replacement includes: Mower, Heater Cab, Hydraulic Kit, and Broom attachment.			
The FY14/15 request is for the replacement of two tractors that are used on a year round basis. Both pieces of equipment accumulate a greater amount of hours in this capacity, and serve an important role. It is important that these machines remain reliable for year-round service. With the growing hours of use and an increase in repair costs, it is recommended that they be replaced.			

Project: Parks – Truck Replacement

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$200)

Project Purpose, Description and Benefit

At the time that the Parks Division vehicles reach 10 years of age, they are critically evaluated by the Fleet Maintenance Supervisor to determine the appropriate replacement schedule. Not unlike other Public Works fleet vehicles, it is important that these vehicles are replaced on a schedule which ensures their efficiency and reliability and, at the same time, is balanced with the benefits of postponing capital expenses. These vehicles are used for a wide variety of park maintenance activities including tree removal, trimming, and maintenance of ballfields, special construction projects, and transportation of employees to all work sites. In addition, they are used in winter for transportation of 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.

The following is a list of current Parks Division vehicles and the scheduled year for replacement:

<u>Replacement Year</u>	<u>Description</u>	<u>Age When Replaced</u>	<u>Estimated Cost</u>
FY14/15	2004 Chevy Pickup #46	10 years	\$35,000
FY15/16	2005 Chevy Pickup #45	10 years	\$35,000
FY16/17	2005 Chevy Pickup #47	11 years	\$35,000
FY17/18	2006 Chevy Pickup #48	11 years	\$35,000
FY18/19	2008 Chevy Pickup #49	11 years	\$35,000
FY19/20 or later:	2006 Chevy Dump Truck #22 2013 Ford F-550 Aerial Bucket Truck 2009 Ford F-450 1-Ton Dump #44		

The FY14/15 request is for the replacement of one vehicle in the division that is used for the duties as mentioned above. Due to the increased maintenance cost and condition of the vehicle, it is recommended that this vehicle be replaced.

This vehicle replacement will utilize alternative-fuel technology in the effort to reduce emissions and lower fuel cost due to the amount of engine-idling hours associated with this vehicle's operating conditions. Funds to cover the extra cost of utilizing alternative-fuel technology will be paid from the Environmental Management Fund.

Project: Streets – Dump Truck Replacement

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$145,000	\$145,000	\$145,000	\$145,000	\$145,000	\$725,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$1,000)

Project Purpose, Description and Benefit

The condition of each vehicle and its maintenance record is continually monitored and checked in order to determine which vehicle is in need of replacement. Delaying the replacement of these vehicles can result in increased maintenance costs which can be substantial for these larger pieces of equipment creating longer periods of downtime.

The City is utilizing the State of Illinois Joint Purchasing Program for the purchase of these larger vehicles in order to obtain the best purchase price. Purchase prices include the truck chassis, dump box, hydraulic system, snow plow and tailgate spreader. This request is for the replacement of existing trucks, and the actual need for replacement is evaluated annually by the Fleet Maintenance Supervisor. As a result of economic conditions, reduction in the number of employees in Public Works, and the lack of any new development with the addition of new streets, the Department of Public Works has been downsizing the fleet, but continuation of the planned replacement schedule is still necessary.

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>
FY14/15	2001 International	13 years	8	\$145,000
FY15/16	2002 International	13 years	12	\$145,000
FY16/17	2003 International	13 years	7	\$145,000
FY17/18	2005 International	12 years	9	\$145,000
FY18/19	2006 International	12 years	11	\$145,000

FY19/20 or later:

2006 International	23
2007 International	15
2007 International	24
2008 International	17
2010 International	19
2011 International	26
2013 International	10

Project: Streets – Equipment Replacement

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$15,000	\$20,000	\$20,000	\$35,000	\$15,000	\$105,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$500)

Project Purpose, Description and Benefit

Not unlike vehicles, equipment used by the Streets Division must be evaluated each year and when this equipment becomes obsolete, unreliable, or cost for repairs begin to increase, the equipment should be replaced. Through this equipment replacement program, the City is able to provide services to its residents in a very reliable and efficient manner.

The following equipment has been identified for replacement by the Fleet Maintenance Supervisor based on age, condition, cost of maintenance, and reliability:

<u>Replacement Year</u>	<u>Description</u>	<u>Equipment #</u>	<u>Estimated Cost</u>
FY14/15	1992 1-Ton Vibratory Roller	102	\$15,000
FY15/16	1991 Asphalt-Patch Trailer	100	\$20,000
FY16/17	1999 Asphalt-Patch Trailer	116	\$20,000
FY17/18	2004 Volvo Skid Steer Loader	108	\$35,000
FY18/19	2005 Air Compressor	185	\$15,000
FY19/20 or later:	2002 Sidewalk Sweeper	187	
	2007 J.D. W/Roadside Mower	184	
	2009 J.D. 524K Loader	115	
	2003 Graco Stripper	103	

The request for FY14/15 is to replace the vibratory roller that is primarily used by the Streets Division for asphalt-road repair work needed after intake repairs, water-main breaks, and manhole-repair work. The current roller has become outdated and parts are becoming harder to obtain, which leads to excessive down time and added expense if a roller needs to be rented. Replacement is recommended which will improve overall maintenance cost and reliability when it is needed for use.

[The replacement of leaf collection machines and street sweepers is included within the Environmental Management – CIP program].

MOTOR POOL/EQUIPMENT: Future Years Project Narratives

Project: Streets – Vehicle Replacement

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$38,000	\$38,000	\$38,000	\$114,000

Project Purpose, Description and Benefit

Like planned replacement for the larger-sized dump trucks, the City plans for the replacement of pickup trucks and one-ton vehicles. Based upon experience, most PW vehicles near the end of their useful service life after a period of ten (10) years. So when a vehicle reaches ten years of age, the Fleet Maintenance Supervisor performs a critical evaluation of each vehicle to be replaced. The evaluation includes special consideration given to the types of services in which they are used, the annual cost (parts and labor) to maintain them, and their overall condition.

The following is a list of Street Division vehicles that will need to be replaced in future years:

Replacement Year	Description	Age When Replaced	Equipment Number	Estimated Cost
FY16/17	2006 Chevy Pickup	10 years	6	\$38,000
FY17/18	2006 Chevy Pickup	11 years	2	\$38,000
FY18/19	2007 Chevy Pickup	11 years	14	\$38,000
FY19/20 or later:	2008 Chevy Pickup		3	
	2008 Chevy Pickup		4	
	2005 Chevy Sign Truck		25	
	2011 Chevy Pickup		20	
	2012 Ford Pickup		1	

As much as possible, the City will utilize alternative-fuel technologies to replace Public Works vehicles. Funds to cover the extra cost of utilizing alternative-fuel technology will be paid from the Environmental Management Fund.

Project: Fleet Maintenance – Vehicle Replacement

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$35,000	\$0	\$0	\$35,000

Project Purpose, Description and Benefit

The Fleet Maintenance Division currently has one pickup truck in use 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. Because the division has only one vehicle to perform these duties, it is important that it be well maintained, but not unlike other Public Works fleet vehicles, it is important that this vehicle be included on a schedule for replacement to insure its reliability when needed.

The following is the recommended replacement schedule for this vehicle:

<u>Replacement Year</u>	<u>Description</u>	<u>Age when Replaced</u>	<u>Estimated Cost</u>
FY16/17	2003 Chevy Pickup w/plow #99	13 years	\$35,000

When possible and when an appropriate use is identified, the City will utilize alternative-fuel technology to replace Public Works vehicles. Funds to cover the extra cost of utilizing this technology will be paid from the Environmental Management Fund.

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 meeting the existing and future needs of Woodstock's residents. In addition, the development of a comprehensive transportation network is essential to 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 – 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 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 localities 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 FY14/15-FY18/19 Streets/Sidewalks/Signals Capital Improvement Program, as proposed, includes fifteen (15) projects totaling \$11,720,000 over the 5-year planning period. The FY14/15 Streets/Sidewalks/Signals Capital Budget Year CIP includes nine (9) proposed projects totaling \$1,878,000 with \$1.3 million, or 69.2%, identified for the **Annual Street Resurfacing Program**. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 Capital Budget Year Highlights

Projects included in the FY14/15 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 14 Improvements** (utility relocation related to IDOT improvements); **Safe Routes to School Program**; **Annual Sidewalk Construction and Maintenance**; **Gateway Signs**; **Street Maintenance Evaluation System**; and **Annual Crack Sealing**.

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 35% to 50% of the estimated funding needed will be available.

FY15/16 – FY18/19 CIP Planning Summary

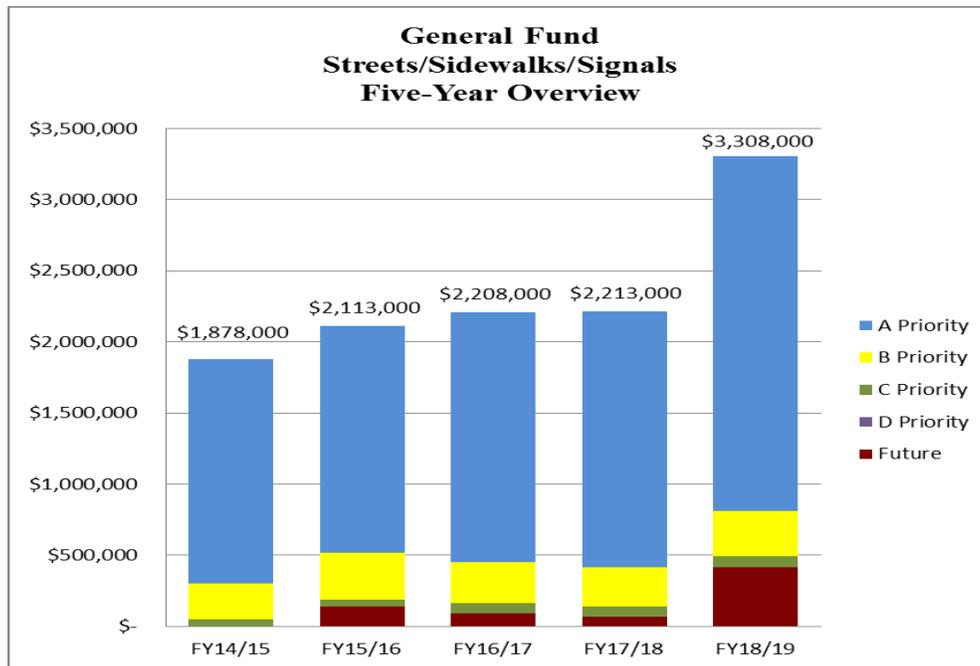
Not only will future projects within the Streets/Sidewalks/Signals category include a continued commitment to projects identified within the FY14/15 Capital Budget Year description – such as the **Bond Payments** for previous improvements, **Annual Street Resurfacing Program**, and **Annual Sidewalk Construction and Maintenance** - but other important roadway projects will also be introduced in an effort to expand the community's transportation network.

Specific to 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 Route 14 and Huntley and an IDOT Phase II study between Route 14 and Charles Road. However, looking beyond FY18/19, the reality is that the actual widening of Route 47 cannot take place until the Union Pacific Railroad Bridge is widened. 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 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 and Federal level.

Other potential projects beyond the 5-year planning period include improvements to Route 47 between Lake Avenue and McConnell Road (most likely timed with railroad bridge improvements) and improvements to Route 47 between McConnell Road and Country Club Road.

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

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Bond Payments	A	\$138,000	\$138,000	\$138,000	\$138,000	\$138,000	\$690,000
2	Route 14 IDOT Improvements	A	\$80,000	\$0	\$60,000	\$0	\$0	\$140,000
3	Annual Street Resurfacing Program	A	\$1,300,000	\$1,400,000	\$1,500,000	\$1,600,000	\$1,700,000	\$7,500,000
4	Route 47 Improvements	A	\$60,000	\$60,000	\$60,000	\$60,000	\$660,000	\$900,000
5	Safe Routes to Schools Grant Program	A	\$155,000	\$230,000	\$190,000	\$180,000	\$225,000	\$980,000
6	Annual Sidewalk Const. & Maint.	B	\$40,000	\$50,000	\$50,000	\$50,000	\$50,000	\$240,000
7	Gateway Signs	B	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000
8	Street Maintenance Evaluation & Ranking System	B	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000
9	Annual Crack-Sealing Program	C	\$50,000	\$50,000	\$75,000	\$75,000	\$75,000	\$325,000
10	Dean Street Sidewalk – Route 14 to Hercules Road		\$0	\$100,000	\$50,000	\$50,000	\$400,000	\$600,000
11	Traffic Signal Upgrades		\$0	\$25,000	\$25,000	\$0	\$0	\$50,000
12	Bike Routes		\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$60,000
13	Doty Road and Route 14 Improvements		\$0	\$0	\$0	\$0	\$0	\$0
14	Roundabout Intersection Improvements		\$0	\$0	\$0	\$0	\$0	\$0
15	Zimmerman Road		\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$1,878,000	\$2,113,000	\$2,208,000	\$2,213,000	\$3,308,000	\$11,720,000
# of Projects			9	11	12	10	10	15



STREETS/SIDEWALKS/SIGNALS: Detailed Project Narratives

Project: Bond Payments

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$138,000	\$138,000	\$138,000	\$138,000	\$138,000	\$690,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>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, which range from \$63,100 to \$67,900, is funded annually by a transfer from the General Corporate Fund. The estimated sales taxes generated from the Super Wal-Mart store has provided the General Corporate Fund with an adequate revenue stream that will be capable of paying the required debt payments.</p> <p>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, and with the General Corporate – CIP revenues providing for the remaining debt service payment. The repayment of these bonds, which average \$72,000 annually, is funded through an operating transfer from the General Corporate – CIP Fund. These bonds will reach final maturity in 2025.</p>

Project: Route 14 IDOT Improvements

Priority Ranking: A

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$80,000	\$0	\$60,000	\$0	\$0	\$140,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In November, 2013, the City received final engineering plans from IDOT related to the widening and reconstruction of US Route 14 from West Lake Shore Drive to Lucas Road. The project is tentatively scheduled for letting on April 25, 2014.

After Phase I of this project was completed, IDOT notified the City of locations where its utilities are in conflict with the proposed improvements. IDOT directed the City to prepare detailed utility relocation plans that could then be inserted into their final plan documents prior to bidding. At the City's request, HR Green prepared the detailed plans and IDOT has included them as part of their total roadway construction contract. The pay items associated with relocating City owned utilities are the City's responsibility and are currently "estimated" to be \$160,000. IDOT policy requires that the cost of relocating existing utilities that are not within recorded easements or that must be relocated so that they are not under proposed roadway improvements are to be paid for by the utility owner. The City will not know the extent of the utility costs until the IDOT design has been completed and we will not know the exact construction schedule until IDOT has allocated funds and released the contract for bidding. The cost for the relocation of water mains and sanitary sewer mains will be paid from the Utility Fund CIP.

Additional costs that will be the City's to bear are those associated with improvements to the Rte 14 @ Doty Road traffic signals, improvements to the Rte. 14 @ West Lake Shore Drive traffic signals, upgrades to the emergency vehicle pre-emption signals, cost share (10%) for the inclusion of new traffic signals at Lake Shore Drive, and services related to construction layout and engineering inspections.

In order for this project to meet its currently scheduled letting date, IDOT will require that the City approve a Joint Agreement which includes a funding resolution, a plan approval statement, an ordinance restricting parking along US Route 14 within the City limits, an ordinance prohibiting the discharge of sanitary and industrial waste into any storm sewer or drainage facility constructed as part of the highway improvements located within the City limits and an ordinance prohibiting encroachments within the State's right-of-way along US Route 14 located within the City limits. Once the Joint Agreement is approved, the City will be obligated to pay the State a lump sum amount equal to 80% of its obligation upon award of the contract. This is currently estimated to be \$239,084. The remaining 20%, estimated to be \$59,771, will be due to the State upon completion of the project based on final costs. The estimated completion date is 18 months after work begins.

The local share for this project will include funds to be appropriated at the beginning (80%) and the end (20%) of this roadway improvement and that the total estimated local cost payable by the General – CIP Fund for the roadway improvements is not expected to exceed \$140,000.

Project: Annual Street Resurfacing Program

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$1,300,000	\$1,400,000	\$1,500,000	\$1,600,000	\$1,700,000	\$7,500,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$5,000

Project Purpose, Description and Benefit

The Annual Street Resurfacing Program is one of the most important projects the City undertakes each year to continue to provide a quality street system for the City’s residents. The provision of an adequate system of roadways is a basic function of municipalities; it directly impacts the livability and economic development of the community. It is imperative that the City continue to fund these programs which revitalize neighborhoods, help to restore pride of ownership, and promote a vision of prosperity. Equally important is that our residents expect the City to be able to provide adequate funding for the necessary maintenance and repair of the street in front of their home and the streets that they travel every day. A quality customer-service program must include funding for annual street resurfacing and maintenance.

The Motor Fuel Tax (MFT) Fund budget provides a significant portion of the funds utilized to resurface and stripe neighborhood streets. Historically, the two greatest expenses in the Motor Fuel Tax Fund’s budget have been the purchase of salt for snow and ice control, and the annual street resurfacing program. Bid prices for salt used on City streets to combat snow and ice and blacktop/asphalt costs associated with street resurfacing have steadily increased over the years. Although the City has received the benefit of reduced pricing for salt during the past year, the total cost is still greater than it was for several years and still represents a substantial cost each year. As a result, there are less funds available for other MFT programs, and at the same time, street maintenance needs and costs continue to increase.

Over the past two years, the Mayor and City Council have increased funds for the annual street resurfacing and maintenance program and, in fact, the total program has exceeded \$1 million since FY12/13. It is imperative that this commitment be continued during this five-year planning period as well. Currently, the City has approximately 125 centerline miles of streets that are the responsibility of the City for repair and maintenance. As a general rule, an asphalt street will last between 16 to 20 years (average life is 18 years) from the time of construction before resurfacing is needed. That 18-year average life expectancy is not just a planning number, it is based on the realization that most pavements will fail to the degree that residents will expect significant maintenance by the City. When maintenance is delayed

beyond that typical 18-year period, the cost per foot increases substantially due to the amount of funds that would need to be invested to repair failures.

To achieve even a minimal amount of street maintenance work that is expected by our residents, the City should be completing reconstruction and maintenance of all streets at least once every 20 years. That would average approximately six to seven centerline miles per year or triple what is currently completed on an annual basis. To achieve that goal, the City needs to invest approximately \$2.4 million annually for street maintenance and resurfacing. The City Administration continues to receive requests from residents who expect that their street be improved based on poor pavement conditions. Those expectations are valid but cannot be met under the current revenues provided exclusively from Motor Fuel Tax funds. A different funding source (other than MFT funds) must be identified to avoid severe problems in the future. If not, the condition of the City’s pavements will continue to decline (to the point of failure) to a level that will be unacceptable to residents.

Information provided within the Five-Year CIP is intended to define needed improvements and does not designate revenue to accomplish these identified improvements. Allocation of funds and budgeting is intended to be a separate process; however, due to the scope of the costs required for a proper street maintenance program, revenue must be discussed at the same time. Currently, the City can commit an average of \$350,000 to \$400,000 of annual Motor Fuel Tax funds for street resurfacing. That leaves a revenue shortfall of approximately \$2 million annually that would need to be provided from General Fund revenue sources to achieve the necessary goal of maintaining an average of 7 miles of streets per year.

Project: Route 47 Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$60,000	\$60,000	\$60,000	\$60,000	\$660,000	\$900,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 of the 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 within 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 for a portion of the construction costs.

IDOT initiated the process of preparing a Phase I study for Route 47 from U.S. Route 14 north to Charles Road with the study expected to be approved early in 2014. 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 \$1,000,000 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. Consulting 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. The preliminary estimate 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 and is working on the development of a promotional piece that can be sent to the State’s decision makers. In the meantime, City staff has met with representatives from Senator Durbin's Office, Congressman Hultgren, Union Pacific, and McHenry County. Most recently, McHenry County DOT released their draft 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 will now be a top priority for 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 by civic leaders and elected officials.

In addition, the City Council has recently authorized the retention of professional lobbyist services to begin in 2014. Advancing the improvements to Route 47 and securing the required funding will remain a top priority for the City’s legislative agenda. With the assistance and guidance of the lobbyist efforts, the City has positioned itself in the best possible manner to advance the Route 47 improvements through the State’s process. As a result, in light of the \$220 million dollar price tag, \$60,000 in funding has been allocated in each year over the next five-year planning period to provide for legislative advocacy services.

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 the necessary federal and state funding. Funding has been projected in FY18/19 to cover the cost of utility relocations, a portion of signalization improvements, and services related to construction layouts and engineering inspections. Funds will only be required if the project moves into the construction phase.

Project: Safe Routes to Schools Grant Program

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$155,000	\$230,000	\$190,000	\$180,000	\$225,000	\$980,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
In 2011, the City constructed a sidewalk completing a safe route along South Street to Westwood School and filled in gaps on Dane Street, generally from Mary Ann Street to Becking Avenue. This work was funded by the grant at 100% of construction for the new sidewalk and related construction engineering services. Then in 2012, the City had been notified that it was the recipient of additional Safe Routes To Schools (SRTS) grant funding to construct new sidewalk on both sides of Dean Street between Kimball Avenue and Prairie Ridge Drive. Because the City was unable to secure all rights-of-way on the east side of Dean Street within the project scope, sidewalk will only be constructed on the

west side. It is expected that construction will be completed in 2014.

It was learned that another funding cycle opened up in 2013 with applications due January 31, 2014. The parameters for the grant have changed. Instead of the program paying 100% of construction and construction engineering costs up to \$250,000, it pays 80% federal funding with a 20% local match up to \$200,000.

The following projects fit the parameters of the SRTS program in that the maximum grant award pays for a major portion of the total project. Assuming that the City is successful in securing future grant funding, the following is an anticipated plan for consideration of SRTS grant funding cycles during this planning period and beyond:

FY14/15 – Funds to pay for construction and construction engineering for new sidewalk on the west side of Dean Street between Kimball Avenue and Prairie Ridge Drive (reimbursed at 100% - est. \$125,000) and funds to pay for design engineering new sidewalk on Kimball Avenue between Lake Avenue and Dean Street (100% City cost - est. \$30,000). The Dean Street Project would be fully funded by the already-awarded Federal SRTS grant and must be completed in FY14/15 or the City must forgo its access to this funding.

FY15/16 - Funds to pay for the construction of both new and replacement sidewalk and construction engineering on Kimball Avenue from Lake Avenue to Dean Street (80% Federal funds/20% City match - est. \$160,000/est. \$40,000). In addition to design engineering for new sidewalk on Tappan from Willow to Meadow and on Meadow from Tappan to Clay (100% City cost - est. \$30,000).

FY16/17 - Funds to pay for the construction of both new and replacement sidewalk and construction engineering on Tappan from Willow to Meadow and on Meadow from Tappan to Clay (80% Federal funds/20% City match - est. \$120,000/est. \$30,000). In addition, design engineering involving new sidewalk along Tappan Street from Meadow to Greenwood (100% City cost - est. \$40,000).

FY17/18 - Funds to pay for construction and construction engineering for new sidewalk along Tappan from Meadow to Greenwood (80% Federal funds/20% City match - est. \$106,000/est. \$26,000). In addition, design engineering involving new sidewalk on Greenwood from Tappan to Wicker (100% City cost - est. \$45,000)

FY18/19 - Funds to pay for construction and construction engineering for new sidewalk along Greenwood from Tappan to Wicker (80% Federal funds/20% City match - est. \$144,000/est. \$36,000). In addition, design engineering involving new sidewalk on Greenwood from Tappan to Seminary (100% City cost - est. \$45,000).

Beyond FY18/19:

- 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 Rt. 14 to Hercules Road; and
- 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 incur the total costs for each project and then submit for reimbursement from IDOT.

Project: Annual Sidewalk Construction and Maintenance

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$40,000	\$50,000	\$50,000	\$50,000	\$50,000	\$240,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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.

The Woodstock Transportation Commission recently discussed the condition of sidewalks in Woodstock and is in the process of further detailing specific needs and priorities. Based upon amounts that have been appropriated in years past, and based upon the amount of work that can be completed because of northern Illinois seasonal climate, Public Works recommends that funds be appropriated annually based on 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. Elimination of handicapped-access barriers and construction of ADA-compliant sidewalk at intersections on all streets that have been included for resurfacing and maintenance;
3. Elimination of handicapped-access barriers and construction of ADA-compliant access routes at all designated handicapped parking spaces within a public parking lot or within a public right of way;

4. Repair and/or removal of hazardous sidewalk within three blocks of a school or along a designated school walking route;
 5. Repair and/or removal of hazardous sidewalk within three blocks of a park or recreational facility;
 6. Repair and/or removal of hazardous sidewalk at any other location;
 7. Construction of new public sidewalk to fill in missing gaps within three blocks of a school or along a designated school walking route;
 8. Construction of new public sidewalk to fill in missing gaps within three blocks of a park or recreational facility; and
 9. 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: Gateway Signs

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$175,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit
<p>On September 3, 2013 the City Council authorized execution of an incentive agreement with the Woodstock Harley-Davidson dealership. As part of the incentive agreement, Woodstock Harley-Davidson will provide the City with up to \$5,000 in funding to construct a “Welcome to Woodstock” sign on their property along the Route 47 northbound gateway to the City. In addition, the property for the sign will be donated and conveyed to the City to allow for future maintenance.</p> <p>The proposed sign utilizes a stone foundation for the base combined with incorporating a similar iron lattice as used at the entranceways to the Park in the Square at the top of the sign featuring the City’s logo. Funding for this project has been proposed in FY14/15 and includes site preparation, sign construction, installation of electricity to the site, up-lighting, and landscaping.</p> <p>Funding proposed for future years would allow the City to construct Gateway signs and landscaping at the intersections of Route 14/Dean Street (FY15/16), Route 47/Lake Avenue (FY16/17), Route 47/Calhoun Street (FY17/18), and Route 47/Route 120 (FY18/19).</p>

Project: Street Maintenance Evaluation System

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$60,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The City has been able to increase funding for street maintenance and resurfacing improvements over the past few years. In fact, the total amount of funds spent these last two fiscal years for street maintenance are the most the City has ever allocated to the annual program. This increase in funding shows the commitment made by the Mayor and City Council to the proper maintenance of the street infrastructure and also to the residents for the provision of proper maintenance of streets in all of the neighborhoods.

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.

Funds are requested in FY14/15 to have one of the City's designated consulting firms assist with the preparation of a formal pavement management and evaluation program. This program would be built from the existing GIS database, which already includes information regarding length of streets, pavement widths, type of pavement, date of construction, and other details. Field data would then be collected regarding current pavement condition, base failures, drainage issues, estimated traffic volumes, type of street (arterial, collector, local, cul-de-sac) and other information to assist with the evaluation. By utilizing the existing GIS database information along with the new field data, street needs can then be better prioritized and the funds allocated for street maintenance can be spent as efficiently as possible.

If approved, the proposed pavement management system could be developed during FY14/15, but it is likely that it would not be in place in time to develop the 2014 street resurfacing program. Once completed and used for the following year, it would then be necessary to complete annual updates regarding work completed and changes in street conditions.

Project: Annual Crack Sealing Program

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$50,000	\$75,000	\$75,000	\$75,000	\$325,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

As described in the CIP request for the Annual Street Resurfacing Program, the City should invest more funds for the maintenance and resurfacing of streets. However, that is only one aspect of a sound pavement-maintenance program. In addition to the streets that need resurfacing, the City should fund an Annual Crack Sealing Program which has proven to be effective in extending the life of pavements.

In order to be effective, a crack sealing program should be funded annually and needs to be limited only to streets that do not include any substantial areas of pavement failure. By completing crack sealing, the amount of water that can enter a pavement subgrade is reduced, which in turn slows down pavement failure and the need for complete resurfacing. To be effective, streets selected for crack sealing may appear to the public to be in reasonably good condition, but the preventative maintenance provided with a regular crack sealing program is financially beneficial.

It is expected that some, or all, of the crack sealing costs can be funded from the Motor Fuel Tax Fund's budget.

STREETS/SIDEWALKS/SIGNALS: Future Years Project Narratives

Project: Dean Street Sidewalk – Rt. 14 to Hercules

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$100,000	\$50,000	\$50,000	\$400,000	\$600,000

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 in 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 only along 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 could include negotiation of a jurisdiction agreement with the township in FY14/15, acquiring easements and/or right of way in FY15/16, obtaining IEPA and Army Corp permits for wetland impacts in FY16/17 and FY17/18, and then construction in FY18/19.

Project: Traffic Signal Upgrades

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$25,000	\$25,000	\$0	\$0	\$50,000

Project Purpose, Description and Benefit

The Illinois Department of Transportation has already upgraded the traffic signals along IL Rt. 47 and IL Rt. 120 to LED. Battery backup systems were also included at that time to allow operation during short-term power outages.

In addition to those traffic signals which are owned and maintained by IDOT, the traffic signals at Kilkenny and Lake, and Lake at the Menard’s/Kohl’s entrance are both maintained by the City. Similar signal upgrades are proposed for these two facilities in FY15/16 and in FY16/17, and that work would be at 100% City cost.

Project: Bike Routes

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$15,000	\$15,000	\$15,000	\$15,000	\$60,000

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 downturn in the 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 FY15/16 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, (i.e. MFT Resurfacing) to stripe or pave a bicycle path if an opportunity exists.

Project: Doty Road and Rt 14 Improvements

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

The extension of Doty Road and any related improvements required by IDOT to US Route 14 are the responsibility of the Merryman Aggregates development. Once the IDS has been completed and approved by IDOT, the property owner can then prepare final design plans, apply for an IDOT permit, and then construct the improvements. The City will be involved with the review of the design elements and will assist in the permitting process, but it is anticipated that the cost of this improvement will ultimately be paid by the property owner.

The City has received draft copies of the proposed IDOT improvements at this intersection and there is no fourth leg to the north of this intersection in the current plan. At this time there is no immediate development of any of the properties to be accessed via the Doty Road extension and the City cannot obtain IDOT approval for the roadway improvements without firm commitment of the associated developments. As a result, no roadway improvements are projected during the next five-year planning period.

Project: Roundabout Intersection Improvements

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	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;
- Greenwood Avenue and Route 47; and
- Greenwood Avenue and Wicker Street.

Project: Zimmerman Road

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

Under the City’s planning documents, Zimmerman Road which runs north and south between Country Club Road and McConnell Road is projected to go north past Country Club Road to Route 120. However, that future roadway project will need to be constructed by private developers. The existing road pavement has very narrow traffic lanes. Storm water drainage lacks positive control, flowing across the roadway in areas where the existing ditch line is narrow. Many drivers use Zimmerman Road to bypass traffic congestion on Route 47, and that traffic volume would certainly increase with a future connection north to Route 120.

This street does not currently meet the City’s standards for road construction. When improved, this road would be widened to a three-lane section, have curb and gutter, sidewalks, and storm sewers. It is anticipated that some additional right-of-way would be required.

The timing of this project is contingent upon development and contributions from the private sector, and at this time, no private development related to Zimmerman Road improvements is anticipated within the next five-year planning period.

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 FY14/15-FY18/19 Stormwater Management Capital Improvement Program, as proposed, includes eight (8) projects totaling \$2,375,000 over the 5-year planning period. The FY14/15 Stormwater Management Capital Budget Year - CIP includes six (6) proposed projects totaling \$595,000. The following section provides a summary narrative of the projects included in the FY14/15 Capital Budget Year and then the remaining FY15/16 through FY18/19 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.

FY14/15 Capital Budget Year Highlights

As previously stated, six (6) projects are proposed for funding consideration in FY14/15. The first, **I/I and Flood Reduction Improvements**, relates to undertaking stormwater improvements in response to the past flooding of homes and buildings. While other projects within the Stormwater Management category are important to individual residents and/or are beneficial for the overall operation of the total stormwater system, this project provides for the immediate and direct reduction of stormwater flooding. In FY14/15 this project will include the construction of additional storm sewer inlets at sags along various streets, at low intersections, and in the parkway behind the curb near existing curb or ditch inlets.

The remaining projects proposed for FY14/15 include **Storm Sewer Improvements, Storm Sewer System Compliance (MS4), Stormwater Management Programs, and Detention and Retention Basin Maintenance**.

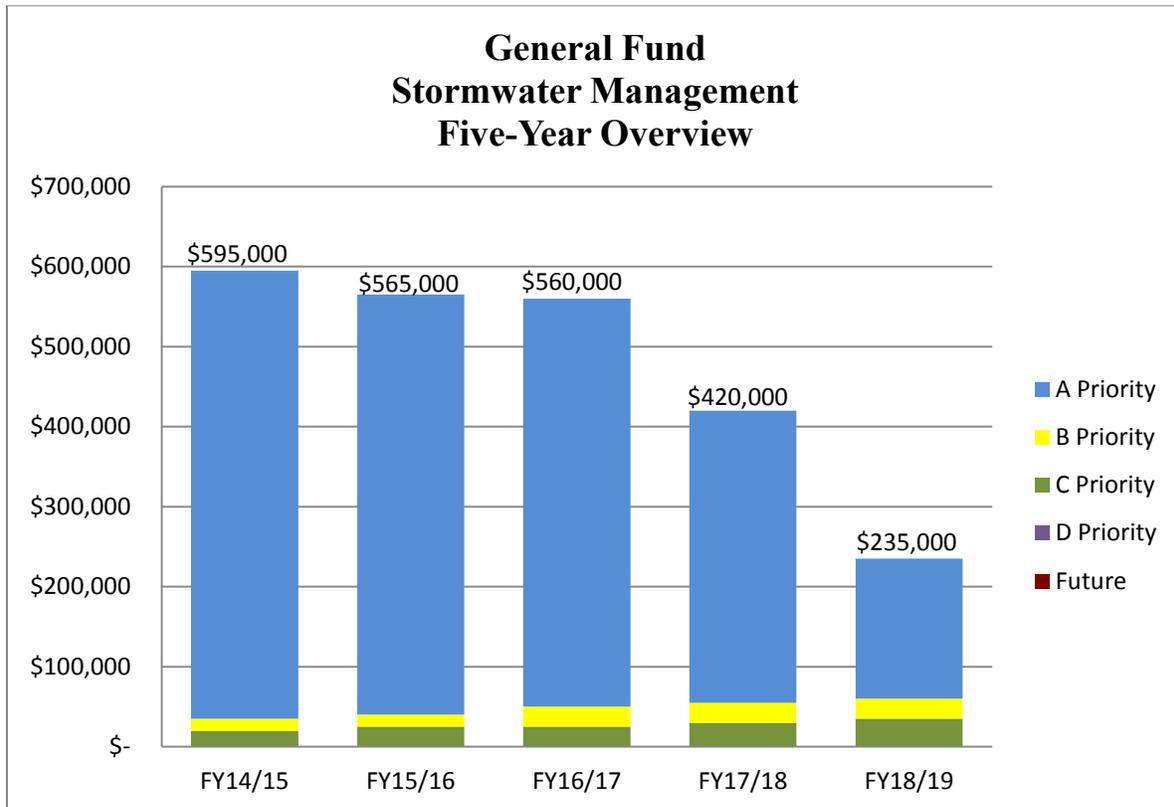
FY15/16 – FY18/19 CIP Summary

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.

As identified in the FY14/15 summary, the I&I Flood Reduction Improvements project remains a high priority throughout the 5-year planning period. Future phases of this project include storm sewer improvements to the Walnut/Ash area, Greenwood/Queen Anne area, and the development of a regional detention basin in the Edgewood Drive/Route 47 area.

STORMWATER MANAGEMENT: Recommended Projects & 5-Year Summary

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Storm Sewer Improvements	A	\$380,000	\$250,000	\$240,000	\$115,000	\$75,000	\$1,060,000
2	Detention and Retention Basin Maintenance	A	\$130,000	\$225,000	\$220,000	\$200,000	\$50,000	\$825,000
3	I & I Flood Reduction Improvements	A	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
4	Stormwater Management Programs	B	\$15,000	\$15,000	\$25,000	\$25,000	\$25,000	\$105,000
5	MS4 Storm System Compliance	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
6	Ditch Drainage Improvements	C	\$10,000	\$15,000	\$15,000	\$20,000	\$25,000	\$85,000
7	Street and Public ROW Stormwater Imp.		\$0	\$0	\$0	\$0	\$0	\$0
8	Private-Property Stormwater Improvements		\$0	\$0	\$0	\$0	\$0	\$0
Totals			\$595,000	\$565,000	\$560,000	\$420,000	\$235,000	\$2,375,000
# of Projects			6	6	6	6	6	8



STORMWATER MANAGEMENT: Detailed Project Narratives

Project: Storm Sewer Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$380,000	\$250,000	\$240,000	\$115,000	\$75,000	\$1,060,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

The Department of Public Works is responsible for the maintenance and repair of 83 miles of storm sewers and 2,187 storm sewer inlets. The majority of this infrastructure is now more than 50-years old, and some maintenance is necessary annually for repair and replacement. Public Works' employees complete as much work as possible each year in-house, but the City does not have adequate manpower to complete all repairs using our employees without having to cancel other essential services provided to our residents. As a result, some capital costs are expected annually for the repair or replacement of storm sewers, storm inlets, and storm sewer manholes that have structurally failed or are no longer adequate to convey the needed volume of stormwater runoff.

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 then correct drainage problems on their property. These are essential services that the City is expected to provide as part of our ongoing responsibility to facilitate reasonable drainage of the public right of way.

In 2013, the City experienced two intense rainfalls over a short duration with these events taking place only a few months apart. A few stormwater drainage issues surfaced that need to be addressed to alleviate future occurrences from similar rain events. These projects are described below, in the order of priority:

FY14/15: There is a stormwater retention area west of the intersection of Golden Avenue and Tara Drive. Property owners abutting the retention area own the land that the retention area was built on. During a heavy rain, water flows west from the Gerry Street Park property, under Tara Drive and into the retention area. Water flows at a greater rate into the retention area than it flows out. As a result, the City has pumped this pond to prevent it from flooding neighboring residences for a period of days until the flow of water into the retention area recedes. Funds are requested to construct a second outlet pipe for the retention area so that water will flow from the pond at a faster rate during large storm events. A second situation has also occurred during these events at a different location, which has escalated into being a problem even during moderate rain events. The flow of water from west to east under

Zimmerman Road is obstructed by misaligned sewer pipes, trees growing through the pipes, etc. Funds are requested to complete a field inspection of the existing sewer and site conditions and complete plans and specifications for needed repair/replacement of the existing storm sewer line, followed by construction in FY15/16

FY15/16: Begin construction of a storm sewer line replacement from Zimmerman Road to Dufield pond.

FY16/17: A storm sewer on Lawrence Avenue failed in 2013 and has been temporarily patched. This storm sewer is quite old and at some point, some wood frame structures and house decks were approved for construction over the top of the storm sewer. Storm sewer failures are occurring at these locations. Funds are requested to construct a new storm sewer in the public ROW so that it can be readily accessed for cleaning and maintenance. The existing storm sewer pipe would then be abandoned in place. Funds in FY16/17 are requested to complete the Zimmerman Road to Dufield pond storm sewer line construction and relocate the Lawrence Avenue storm sewer.

FY17/18: Funds are requested to complete the necessary replacement of a 21” storm sewer in the 1900 block of Julie at an estimated cost of \$75,000 and the replacement of a 6” storm sewer that runs from the rear of the Public Library north to Lincoln Avenue. Portions of both of these sewers have failed resulting in drainage problems within the right of way and on private property.

FY18/19: During moderate to heavy rainfall events, storm sewers surcharge at the intersection of Queen Anne Street and Bagley. It is recommended that a larger trunk sewer be installed between Bagley & Greenwood to handle a higher rate of flow.

Locations for storm sewer improvements for future years would be identified annually based on reported problems and pipe failures.

Project: Detention and Retention Basin Maintenance

Priority Ranking: A

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$130,000	\$225,000	\$220,000	\$200,000	\$50,000	\$825,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

A vital component of the stormwater management system within any City is the strategic placement and use of retention and detention basins. Without them, large volumes of stormwater generated after heavy rainfall events would flow downstream, uncontrolled, causing streams and storm sewers to overtop and/or surcharge thereby negatively impacting properties. Retention and detention basins differ in that retention basins hold stormwater for

long periods of time and have no pipe outlet while detention basins have an outlet and release water in a controlled manner.

As a result of a 2010 inventory completed by the Department of Public Works, it was determined that there are approximately 102 privately-owned and maintained detention and retention basins in the City, and there are 9 basins that are owned and maintained by the City. Privately-owned basins are typically supposed to be maintained by the property owner or a Homeowners Association. Following is a list of the 9 retention/detention basins that are the responsibility of the City:

- Bates Park;
- First Street;
- Kimball Avenue/Bunker;
- Lake Avenue & Cobblestone Way;
- Library;
- Mary Ann Street;
- Merryman Fields Park;
- Pond #3 (Edgewood); and
- Raintree Park.

Every component of the stormwater management system must be maintained on a regular basis if they are expected to function properly when needed. The 2010 inventory is a collection of the design data and drawings for every public and private basin put into one document for ease of access. Each specific “part” of the retention or detention basin which may need maintenance is clearly indicated in the document. The exact type of maintenance will vary but typically will include erosion maintenance, removal of accumulated silt and sediment, repairs to inlet pipes, minor re-grading and shaping, and repairs to outlet pipes, spillways, and restrictor pipes or grates. It has been determined that the following maintenance on the City’s basins should be completed as indicated below:

FY14/15: Over time the inlet to the Raintree Retention basin has silted in and grass and invasive species have begun to grow wildly in this area that remains wet. This situation is decreasing the capacity of the basin and it needs to be cleaned out. Funds are requested to remove this material utilizing contracted services with costs included for trucking and disposal of material. If sufficient funding is available, a second project would be initiated that would repair the overflow lot at the Library on Judd Street. Heavy rains have revealed settling of the base material. The City will investigate the underdrains with a sewer camera and complete repairs as necessary.

FY15/16: The City is investigating the ability to create a detention basin near the corner of Kimball and Dean on property already owned by the City. If the detention basin is feasible to construct based upon suitable soils and water table, it is recommended that this basin be constructed to mitigate flooding on Schryver Avenue.

FY16/17 & 17/18: The ponds surrounding Merryman Fields Park need to be dredged and a

control outlet pipe needs to be reinstalled to allow these basins to function as designed.

No specific project has been identified for FY18/19 but \$50,000 is being allocated to complete normal maintenance on any one of the 9 basins owned by the City.

Project: I & I Flood Reduction Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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. Recommended improvements include installation of additional storm sewer inlets, ditch and culvert improvements, construction of drainage swales, pipe and inlet cleaning, and replacement of existing inlets. This “I/I and Flood Reduction Improvement” CIP request was established 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 should not include standing water in yards.

Project: Stormwater Management Program

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$15,000	\$15,000	\$25,000	\$25,000	\$25,000	\$105,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

In order to provide a reliable, well functioning stormwater management system, it is necessary to provide continued maintenance and management on it, as well as provide occasional improvements that add to its effectiveness. Proper maintenance and management of the system will ensure that it will effectively reduce flooding damage during intense storm events. Management and design policies have to continually be reviewed and updated and infrastructure improvements made as a result of what is learned during and after various rainfall events.

It is not uncommon for the City to receive requests from residents asking the City to provide maintenance and repairs to existing detention and retention basins, drainage swales, and drainage structures located within subdivisions. As previously mentioned, due to a recent inventory conducted by the City in 2010, there are 9 City-owned basins and 102 privately-owned basins within the City limits. Oftentimes, the privately-owned basins are not maintained because the residents are not aware of their maintenance responsibilities, and as such, they don't know what should be maintained or how often it should be maintained.

With improper maintenance or no maintenance at all, these basins fail prematurely and cause flooding to downstream properties. Failure is typically caused by an accumulation of debris in the inlet and outlet piping, broken or damaged restrictor piping, erosion and undermining around the outlet control structure, and lack of debris removal in the bottom of the basin causing standing water, mosquito breeding, and plugged outlet piping. Private property owners and/or Homeowners Associations who are responsible for maintaining these facilities must be made aware of their maintenance duties and responsibilities. They must also have a basic understanding of how the basin was intended to function so that they can question if it appears to be functioning improperly. Unless this education process is initiated immediately and residents are required to provide the necessary maintenance, the City could continue to experience major flooding during significant rain events.

The purpose of this program is to 1) inspect each privately-owned basin, 2) create an inventory of site specific concerns and maintenance duties, and 3) contact the individual owners and/or Homeowners Associations and inform them of their maintenance responsibilities. Once they understand their duties and responsibilities, the City would then conduct an annual inspection to verify that the required maintenance work has been completed.

Once the site-specific maintenance inventory has been completed for each privately-owned basin, the City Council will be asked to provide direction as to how much maintenance responsibility should be placed on the owners of the "private" basins, what is expected from a Homeowners Association that is responsible for maintaining "common" drainage areas within a subdivision, and what penalties should be recommended for not completing annual maintenance work. The Council may consider forming Special Service Areas (SSA) to finance the cost of maintaining basins that are not being properly maintained by the respective owner. In addition, the Council will be asked to provide direction if the City would like to consider funding the operation, maintenance, and improvements of a stormwater utility with revenue generated from user fees.

The following is a brief outline of how the program is expected to be completed as well as the associated costs for each of the following 5 years.

FY14/15 (\$15,000) – All of the existing stormwater detention and retention basins must first be inventoried to determine site-specific characteristics, property ownership and "benefit areas." The City Administration would then prepare a standard list of maintenance requirements that would be site specific to each basin. The City Administration would then

forward a list of those maintenance requirements to the responsible party with a request that they complete the work by a specific date. In larger basins with more maintenance items, the City could allow a longer period of time for the owner or Homeowners Association to begin the work in order to give them time to develop their own budget and determine how to best finance the needed maintenance work.

FY 15/16 (\$15,000) – The City Administration would repeat the site visits and inspections 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 (if previously approved by the City Council).

FY 16/17 (\$25,000), FY 17/18 (\$25,000), FY 18/19 (\$25,000) – The City Administration would continue to annually inspect the detention and retention basins and prepare the list of required maintenance activities where needed. 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.

If the City Council determines that the option of a new stormwater SSA needs to be evaluated, the planning and research necessary to complete this process including expenses for legal fees, professional services to assess property impacts, and development of a fair and equitable fee structure could take anywhere from 18-24 months to complete. As a result, an additional \$10,000/year has been requested for FY16/17, FY17/18, and FY 18/19 and has been added to the request for funds.

Project: Drainage Ditch Improvements

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$15,000	\$15,000	\$20,000	\$25,000	\$85,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$100

Project Purpose, Description and Benefit

Some areas of the City are served by open ditch drainage and driveway culverts as the primary means to convey stormwater. In general, the culvert pipe is considered to be part of the driveway approach and; therefore, is the maintenance responsibility of each property owner. The drainage ditch in the right of way is the responsibility of the City and most ditches will require some cleaning, maintenance, excavation, or re-shaping as time goes by.

Since the drainage ditch is not a closed pipe system, ditch drainage problems do not typically result in any flooding of buildings or homes. Blockages and restrictions may result in some standing water within the right of way or some standing water on private property, but restrictions in right-of-way ditch flow typically do not result in flooding of homes, basements, or buildings.

The City continues to plan for regular maintenance of ditches on non-curbed streets to reduce complaints of standing water, preserve the flow line of the ditch, clean culvert pipes, and to convey the water away from the street pavement. Following are some locations where residents have requested some ditch cleaning and maintenance work, but no specific projects or locations have been identified at this time. If funds are allocated, the City would select a project location, based on priority need, as part of the annual budget process.

- Country Club Road ditch reconstruction;
- Walrose Manor Subdivision;
- Dean Street;
- Bull Valley Golf Club Subdivision; and
- Westwood Subdivision.

Project: MS4 Storm System Compliance

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

One of the mandatory regulations that the City is required to follow is the EPA’s program for Municipal Separate Storm Sewer System (MS4). These regulations require the City to obtain a discharge permit for all stormwater flow, and to identify and implement certain procedures to improve the quality of stormwater discharge. There are six specific control measures that must be evaluated and completed by the City as a condition of this permit:

- Public education and outreach;
- Public participation and involvement;
- Illicit discharge detection and elimination;
- Construction site runoff control;
- Post construction site runoff control; and
- Pollution prevention/good housekeeping for municipal operations.

The City already achieves most of these goals through the preparation and use of the Stormwater Master Plan, education and public programs through the schools for stenciling and labeling intakes, proper management of the stormwater ordinance, emergency response to spills within the right of way, a regular program for street sweeping, and much more. However, the City is also required to provide documentation to IEPA based on an overall plan and program and is now subject to annual auditing of our programs and permit compliance efforts.

The most recent audit of the City's program, which was completed in the spring of 2010, recommended that additional programming will have to be provided in the future for sampling and testing of stormwater discharge to monitor and document water quality and the future effectiveness of this program. Other specific measures may be requested or required in the future, based on IEPA audits and changes to the program at the federal level. It is anticipated that compliance with these permit regulations will require the use of consulting services and/or testing services in the future to remain compliant with this mandated program.

STORMWATER MANAGEMENT: Future Years Project Narratives

Project: **Street and Right of Way Stormwater Improvements**

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$ 0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

Most of the City’s public streets and rights of way include storm sewer infrastructure (pipes, intakes, manholes) that collect the surface water and convey the water underground to an outlet or stream. Overall, the City has approximately 83 miles of storm sewer pipes and 2,190 storm sewer intakes. These facilities are the maintenance responsibility of the City and the City should plan for regular maintenance and/or replacement on an annual basis.

While the locations and improvement projects included with this request are important for the overall operation of the City’s stormwater collection system, in general, they are not related to any known condition that resulted in the flooding of any home or building. Following are some locations where a resident has requested some type of storm system maintenance or improvement, or locations that have been identified by Public Works’ employees as needing repair. No specific projects or locations have been identified at this time, and if funds are allocated, the City would select a project location as part of the annual budget process.

- Maintenance of Silver Creek;
- Lawrence @ Jefferson;
- Stewart Avenue;
- Schuette Drive;
- Northhampton; and
- Division/Hoy/Schryver.

Project: **Private-Property Stormwater Improvements**

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$0	\$0	\$0	\$0	\$0	\$0

Project Purpose, Description and Benefit

The City routinely provides maintenance and repair service to stormwater drainage improvements that are located within the public right of way, on City-owned property, or within an easement dedicated to the City. Oftentimes, however, residents assume that all stormwater facilities and drainage improvements are owned and should be maintained by the City, even those located on private property. This becomes more of an issue when drainage problems are created by homeowners and landscapers who modify existing drainage patterns by installing improvements on private property which eventually cause problems to one or more neighboring homeowners. Drainage problems are also created when Homeowners Associations do not provide routine maintenance on storm sewer

improvements or are never formed and individual homeowners are required to provide these services and pay for maintenance on facilities that serve many within a common neighborhood.

The City does occasionally receive requests from homeowners to provide assistance in solving drainage issues on private property. These projects have included such things as re-grading existing drainage ditches, installing storm sewers and inlets to drain an area where water pockets, repairing erosion problems around storm inlets, providing a storm inlet at a location to handle a sump pump discharge, etc. These projects usually only benefit one or two residents and are not a high priority for the City. The City typically does not expend funds on projects such as these until other higher-priority projects have been completed.

CHAPTER FIVE
UTILITY FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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 5-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.	\$2,809,000
Existing Bond Payments	2,243,400
Meter Replacement Program	1,800,000
Well Maintenance and Improvements	410,000
IDOT Route 14 Improvements	175,000
Water Softener Rehabilitation	<u>105,000</u>
Total for Priority A Improvements	\$5,299,000

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 is 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 is 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 FY14/15 Utility Fund CIP document proposes a total of fourteen (14) projects at a total cost of \$1,938,400. 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 **Well Maintenance and Improvements, Water Treatment Facilities Maintenance and Improvements, Wastewater Treatment Plant Maintenance, Water Storage Tank Maintenance, IDOT Route 14 Improvements, and a Water Meter Replacement Program.**

The accompanying Utility Fund CIP continues an emphasis on proper maintenance of the entire utility operations and facilities and the importance of providing safe and reliable service to our customers. The Utility Fund needs to maintain its focus on maintenance, as distinct from capacity expansion, and the following projects have been identified as Priority A and B improvements for the next five-year period.

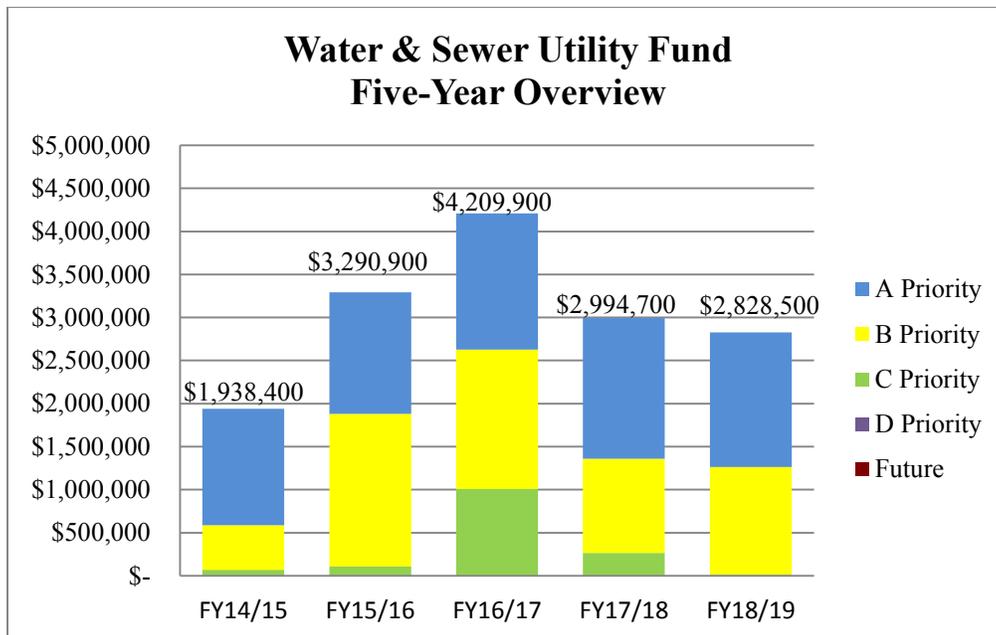
<u>PROJECT</u>	<u>ESTIMATED FIVE YEAR COST</u>
Sanitary Sewer System Maintenance & Imps	\$2,809,000
Water Distribution Maintenance & Improvements	2,785,000
Utility Fund Bond Payment	2,243,400
Water Meter Replacement Program	1,800,000
Water Treatment Facilities Maintenance & Imps	1,410,000
Lift Stations	980,000
Wastewater Treatment Plant Maintenance	795,000
Well Maintenance and Improvements	410,000
Motor Pool	240,000
IDOT Route 14 Improvements	175,000
Water Softener Rehabilitation	105,000
Water Storage Tank Maintenance	<u>50,000</u>
Total for Priority A & B Improvements	\$13,802,400

In summary, the total Water & Sewer Utility Fund request for the 5-year planning period is comprised of fourteen (14) projects totaling \$15,262,400. 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	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
Utility Fund Bond Payment	A	\$572,400	\$574,900	\$575,900	\$260,700	\$259,500	\$2,243,400
IDOT Route 14 Improvements	A	\$175,000	\$0	\$0	\$0	\$0	\$175,000
Well Maintenance and Improvements	A	\$130,000	\$65,000	\$70,000	\$70,000	\$75,000	\$410,000
Water Softener Rehab	A	\$35,000	\$35,000	\$35,000	\$0	\$0	\$105,000
Water Meter Replacement Program	A	\$350,000	\$350,000	\$350,000	\$375,000	\$375,000	\$1,800,000
Sanitary Sewer System Maintenance & Imps	A	\$90,000	\$385,000	\$550,000	\$930,000	\$854,000	\$2,809,000
Motor Pool	B	\$35,000	\$100,000	\$35,000	\$35,000	\$35,000	\$240,000
Lift Stations	B	\$110,000	\$470,000	\$140,000	\$140,000	\$120,000	\$980,000
Wastewater Treatment Plant Maintenance	B	\$171,000	\$156,000	\$164,000	\$144,000	\$160,000	\$795,000
Water Storage Tank Maintenance	B	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Water Treatment Plant Maintenance & Imps.	B	\$50,000	\$500,000	\$600,000	\$80,000	\$180,000	\$1,410,000
Water Distribution Maintenance & Imps.	B	\$140,000	\$540,000	\$670,000	\$685,000	\$750,000	\$2,785,000
Technology Improvements	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
DPW Facility	C	\$60,000	\$95,000	\$1,000,000	\$255,000	\$0	\$1,410,000
Totals		\$1,938,400	\$3,290,900	\$4,209,900	\$2,994,700	\$2,828,500	\$15,262,400
# of Projects		14	13	13	12	11	14



WATER & SEWER UTILITY FUND: Detailed Project Narratives

Project: Utility Fund Bond Payments

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$572,400	\$574,900	\$575,900	\$260,700	\$259,500	\$2,243,400

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2028

Annual Operating Costs: N/A

Project Purpose, Description and Benefit	
<p>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.</p>	
<p>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 annual debt service for the repayment of the Alternate Revenue Bonds ranges from \$403,300 to \$411,800.</p>	
<p>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 are utilized by 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.</p>	
	<u>FY14/15</u>
2004 Southside Wastewater Treatment Plant	\$310,900
2008 First Street Water Treatment Plant	<u>261,500</u>
Total	\$572,400

Project: IDOT Route 14 Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$175,000	\$0	\$0	\$0	\$0	\$175,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
In November, 2013, the City received final plans from IDOT for the reconstruction of US Route 14 from West Lake Shore Drive to Lucas Road. The State has provided notice that their schedule tentatively calls for the letting of bids for this construction on April 25, 2014. Because the City has sanitary sewer and water mains located within the Route 14 right of way, the City will be required to pay for any utility conflicts or work needed to relocate or replace those utilities prior to the roadway construction. The City has already completed the detailed engineering for this utility relocation work and the project plans were submitted to IDOT and the IEPA in 2012. The pay items associated with relocating City-owned utilities are the City's responsibility and are currently estimated to be approximately \$160,000. The City will not know the final utility costs until IDOT receives bids for the improvements and provides the City with the final cost-sharing agreement based on bid prices.

Project: Well Maintenance & Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$130,000	\$65,000	\$70,000	\$70,000	\$75,000	\$410,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$3,000

Project Purpose, Description and Benefit
The purpose of these projects is to provide scheduled maintenance and replacement of equipment and facilities at the six water supply wells that provide the water needed to serve our 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, a consistent water quality can be produced, a reliable source of water is accessible for fire protection, and that IEPA permit requirements are met. Proper management of the annual CIP funds is essential to maintaining these goals and providing the level of service expected by our customers.

1. Annual Well Inspection and Maintenance Program:

Priority Ranking: A

Funding Request: \$65,000 FY14/15; \$65,000 FY15/16; \$70,000 FY16/17;
\$70,000 FY17/18; \$75,000 FY18/19

Each of the City's existing six water supply wells is 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 completed. Additional work and repairs are then completed based on the conditions found, which could include cleaning of the well screen, replacement of the column pipe, and 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>
FY14/15	12	First Street Plant	1 W. 620 Donovan Ave
FY15/16	9	First Street Plant	621 Greenwood Ave
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

2. Water Supply Wells Emergency Generator:

Priority Ranking: A

Funding Request: \$65,000 FY14/15

The renovation of the First Street Water Treatment Plant included a backup power supply from ComEd to operate the treatment facility. If the primary source of power is lost, the plant will transfer to a secondary source of ComEd power. This provides a level of redundancy at the plant, but does not address power loss at the three well sites that supply the First Street plant with water. If the wells lose power, (i.e., currently all three wells are on the same feeder) there is no backup, and the source of water would be disabled. If the plant has power and none of the wells have power, the result is no water production at the First Street plant.

The Seminary Avenue Water Treatment Plant, which is the larger of the City's two facilities, does have a backup generator which can also serve two of the three water supply wells for that facility and can operate without normal ComEd power. As a result, the City would be able to continue to provide water service to the community during a widespread power failure even if the water supply wells feeding First Street are not in operation. However, that condition is not ideal for an extended period of time, and emergency generators should be provided at the well sites serving First Street to better serve the community. In FY13/14, an emergency generator was installed to serve Well #8.

This request is for an emergency generator to be placed at the second (Well #12) of the three water supply wells feeding the First Street Water Treatment Plant. In the event of power loss, these generators will activate and transfer over to emergency power. Once primary power has been restored to the wells, the system will transfer from emergency to primary power.

This request includes the purchase of a generator, transfer switches, fuel supply, wiring, and installation.

Project: Water Softener Rehabilitation

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$35,000	\$35,000	\$35,000	\$0	\$0	\$105,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

The City completed a rehabilitation project on the Seminary Avenue Water Treatment Plant in 2003; this included modifications to the water softeners. The water softeners internal piping, underdrains, and media retention nozzels were replaced. In the spring of 2013, one of the water softeners had a single media-retaining nozzel fail. This resulted in the softening media discharging to the ground reservoir at the Seminary Avenue Water Treatment Plant, as well as being backwashed to the Northside Wastewater Treatment Plant. This water softener was drained and the remaining media removed. New media-retaining nozzels and softening media were installed, which were then inspected by the manufacturer and placed back into service.

After the repaired water softener was returned to service, it was found to have a throughput of 140-150 gpm greater than the remaining water softeners. This is an indication that either the media or the media-retaining nozzels are plugging in the remaining water softeners and increases the likelihood that the other softeners will experience a similar failure. If the aforementioned mode of 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. Our well water contains significant amounts of ammonia and the water softeners remove ammonia. Ammonia depletes free chlorine, so with one or more of the water softeners out of service during peak-demand periods, the City would have higher levels of ammonia leaving the water treatment plant.

This request is to replace the softening media and the media-retaining nozzels in each of the three remaining softeners at the Semianry Avenue Water Treatment Plant over the next three years.

Project: Water Meter Replacement Program

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$350,000	\$350,000	\$350,000	\$350,000	\$350,000	\$1,500,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

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 more meters were to be converted, the City would only have to utilize one employee to read meters, address unusual readings, and maintain faulty water meters. This would allow the City to assess the other position to determine if the position could be reassigned to another area within the Division; 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 meters age, they begin to slow down and do not properly measure the amount of water being consumed by the City's customers. The improved accuracy from installing new meters should have a positive effect 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 a radio-read style, the reading can be done faster with less chance for errors. To date approximately 3,900 meters or 48% of the water meters in the City (includes both new and existing accounts) have meters installed that can be read utilizing the "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, a more aggressive replacement program is proposed below:

FY14/15: The City has learned that its water meter-reading equipment is quickly becoming obsolete. Because of its age and because of the advances made in technology, the manufacturer has chosen to discontinue its repair and software support. The replacement of two handheld units, software, and training is expected to cost an estimated \$14,000. It is requested that funds be appropriated for this purpose in FY14/15 with the balance of funds going toward the purchase of approximately 744 new radio-read meters. 144 of these meters would be installed by City staff and the remaining 600 meters would be installed by contracted services. If this request is approved, at the end of FY14/15 approximately 57% of the water meters installed in the system would be radio-read style. The City Administration would target the oldest meters in the City to be the first that are replaced.

FY15/16 thru FY18/19: Funds are requested for the purchase of water meters that would replace older meters. All new meters would accommodate 'drive-by' technology to obtain a water meter reading. The annual amount of funding that is requested would be dedicated to the purchase of 800 water meters (200 installed by City staff & 600 installed by contracted services) or the conversion of approximately 10% of the total number of meters in use annually. At this rate of conversion, the entire City would have an upgraded radio-read style meter at the end of this five-year planning period.

Project: Sanitary Sewer System Maintenance & Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$90,000	\$385,000	\$550,000	\$930,000	\$854,000	\$2,809,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit
<p><u>1. Basement Backup Control:</u> Priority Ranking: A Funding Request: \$20,000 FY14/15; \$20,000 FY15/16; \$20,000 FY16/17 \$20,000 FY17/18; \$20,000 FY18/19</p> <p>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 <u>not</u> include payment for damages that might have occurred with a sanitary sewer backup.</p> <p>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 backup 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.</p> <p>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:</p> <ul style="list-style-type: none"> - 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 of this program.

2. Sanitary Sewer Replacement and Construction:

Priority Ranking: B

Funding Request: \$70,000 FY14/15; \$365,000 FY15/16; \$530,000 FY16/17
\$910,000 FY17/18; \$834,000 FY18/19

The City must provide regular maintenance and repair of the City's sanitary sewer collection system to provide reliable service to our 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 sanitary sewer customers, observations and suggestions from 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 to contractually outsource these sewer services.

In addition to the efforts for cleaning and inspection, there are certain areas of the sanitary 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 severely limits access. Rather than waiting until the sewer main is in need of excavation and repair, it is recommended that the City begins a preventive-maintenance program that will include lining of the existing mains. This process can be completed without the need to excavate the residents' yards and does extend the life of the sewer main. \$60,000 has been requested for preliminary investigation and design services in FY14/15. \$300,000 is then proposed in FY15/16 and again in FY16/17 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 resources.

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 we have seen an increase of ground water into this line when a larger rainfall occurs, which makes the lift station pump more often. Funds are being requested for FY15/16 (\$45,000) for a study of how this line can be most effectively repaired or replaced. Once this information is gathered, the City will need to program the funding for the construction phase of this project.

South Side Trunk Sewer Maintenance: The south side trunk sewer was built in an area that is subject to flooding and contains poor soils. 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 sanitary sewer provides service for a large number of residents in the southern portion of the City. The first 12 to 18 months will be required to gather information, prepare the design plans, and obtain all of the special permits necessary for construction activity within floodplains and wetlands. \$220,000 has been included in FY16/17 to complete the design engineering portion of this project that will be needed to obtain all construction permits. \$500,000 is then proposed in the following two years (FY17/18 and FY18/19) 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 sanitary 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 was 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 recommended in FY17/18 for the completion of this preventive-maintenance project.

3. SSES Infiltration and Inflow Reduction:

Priority Ranking: C
 Funding Request: \$10,000 FY14/15; \$20,000 FY15/16; \$10,000 FY16/17;
 \$210,000 FY17/18; \$334,000 FY18/19

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 are requested for the five-year planning period based on the recommendations of the SSES report and previous direction by the City Council:

- FY14/15 Replace manhole lids w/open pick holes - \$10,000
- FY15/16 Replace manhole lids w/open pick holes - \$10,000
- Repair and improve manhole adjusting ring seals - \$10,000
- FY16/17 Replace manhole lids w/open pick holes - \$10,000
- FY17/18 Replace manhole lids w/open pick holes - \$10,000
- Manhole coating - \$200,000
- FY18/19 Replace manhole lids w/open pick holes - \$10,000
- Sewer main defects – \$324,000

Project: Utility Fund – Motor Pool

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$35,000	\$100,000	\$35,000	\$35,000	\$35,000	\$240,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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>
FY14/15	1991 Wacker PT6 pump	Wastewater Trmt.	23	\$15,000
	1999 Kubota Mower #173	Wastewater Trmt.	15	\$20,000
FY15/16	1999 Volvo Loader #174	Wastewater Trmt.	16	\$100,000
FY16/17	2003 Pickup Truck #32	S&W Maint.	13	\$35,000
FY17/18	2005 Pickup Truck #30	S&W Maint.	12	\$35,000
FY18/19	2005 Pickup Truck #67	Water Treatment	13	\$35,000
FY19/20 or later:	2006 Chevy Pickup #71 WWT			
	2005 Chevy Pickup #70 WWT			
	2007 Chevy Pickup #33 S&W			
	2006 Chevy Pickup #34 S&W			
	2006 Chevy Pickup #37 S&W			

The FY14/15 request includes the replacement of two pieces of equipment used by the Wastewater division. The mower being replaced is used for mowing their facilities. Due to its age and frequent repair cost, it is recommended that it be replaced. The second request is for a six-inch transfer pump that is used daily at the wastewater treatment plants for pumping sludge and filling tanker trucks. This pump is crucial to the daily operations and is also utilized by other divisions during storm events. Due to the importance of this pump, it needs to be replaced.

Project: Lift Stations

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$110,000	\$470,000	\$140,000	\$140,000	\$120,000	\$980,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

This project includes the regular maintenance upgrade and, in some instances, replacement of the City’s sanitary sewer lift stations 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 lift 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 the impact resulting from a lift station 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 inventory is placed into service, a replacement 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 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 lift station improvements by fiscal year in addition to the annual \$20,000 for emergency pump replacement:

FY14/15: Funds are requested to install on-site generators with automatic transfer switches (\$90,000) for the Hospital and Irving Avenue lift stations. Of all the stations in the sanitary sewer system without standby power, these two stations experience more failures than any of the others. Adding standby generators will provide more reliability to the system and help prevent sewer backups resulting from a loss of electricity.

FY15/16: The Wanda Lane lift station was constructed in the early 1970s and it is tributary to the Southside Wastewater Treatment Plant. Because of the way the sewer system has expanded, four other lift stations pump sewage to the Wanda Lane lift station, meaning that a greater number of residents rely upon this station to ultimately convey sewage away from their business or residence. Funds are requested to convert the Wanda Lane lift station to a submersible pump station, similar to those constructed in the City after the mid-1980s. Improvements would include a new traffic panel & box, installation of a wet well with a pump-rail system, and three new submersible pumps. Improvements to this lift station are expected to cost \$450,000.

FY16/17: The Prairie View lift station serves an apartment complex located between Country Club Road and McConnell Road. It was constructed in 1986 and no significant upgrades have been made to the station since that time. The equipment in the electrical panel is antiquated and from a reliability point of view, it should be updated. Funds are requested to update the electrical panel and to have an on-site generator with automatic transfer switch be purchased and installed because of the ongoing power interruptions that plague this station.

FY17/18: The Mitchell Street lift station has been in service since the mid 1950s. While over time, this station has been periodically upgraded, it would benefit from an upgrade to the stations electrical controls. Funds are requested to pay for an electrical panel upgrade along with the addition of a standby generator and automatic transfer switch.

FY18/19: Funds are requested to purchase and install on-site generators and automatic transfer switches at the Post Office lift station and the Savanna Grove lift station.

Each of the City's sanitary sewer lift stations have a connection for plugging in a standby generator or they have an on-site generator to provide reliability during loss of power. At this time, twelve of the City's lift stations have on-site generators. The remaining stations share up to three trailer-mounted units. This submittal recommends the purchase of up to six additional on-site generators for installation throughout the sewer distribution system over the five-year planning period.

Project: Wastewater Treatment Plant Maintenance

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$171,000	\$156,000	\$164,000	\$144,000	\$160,000	\$795,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 continued compliance 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. Digesters # 9 & 10 Blower Replacement at Northside Plant:

Priority Ranking: A

Funding Request: \$28,000 FY14/15; \$33,000 FY17/18

The Northside Wastewater Treatment Plant utilizes an aerobic (oxygen rich) digestion process for the breakdown and stabilization of excess biomass. The air utilized in Aerobic Digesters #9 & 10 is supplied by positive displacement blowers that operate 24/7. The system was designed so that one blower can provide all the air the two aerobic digestion tanks need to operate properly. This allows the plant operators to remove one blower from service for routine maintenance without jeopardizing the treatment process.

The existing blowers are Kaesar Omega 63 P tri-lobe positive displacement blowers. One of the blowers failed earlier this year and was removed from service. When it was sent in for repairs in September, 2013, it was determined that the unit was not repairable. The second blower is in operation, but if it fails there would not be any air supply for the treatment process. The City would likely experience compliance issues with the treatment plant operating permit if the second blower were to fail. This blower replacement will be a high-priority project for FY14/15.

The new blower will be capable of providing 1,800 inlet cubic feet per minute (ICFM) at 8 pounds per square inch gauge (PSIG). The funds requested include purchasing the base, new coupling hubs and element, coupling guard, new or remanufactured motor not to exceed 100 HP, blower controls, piping, expansion joints, installation, laser alignment and start-up/confirmation of operation, and operator training.

2. Grinder Replacements:

Priority Ranking: B

Funding Request: \$18,000 FY14/15; \$26,000 FY15/16; \$24,000 FY16/17;
\$31,000 FY17/18

Wastewater Treatment Plant employees are responsible for the operation and maintenance of two treatment facilities and two sanitary sewer lift stations each of which includes grinders to protect facility equipment. Just after the sewage from the collection system enters these facilities, it passes through a grinder which physically reduces the size of rags, clothing, sticks, and other debris that could potentially plug pumps, pipes, or get hung up somewhere within the treatment process. These grinders run 24/7 and by design, they take a large degree of abuse that might otherwise be passed on to other, more expensive, pieces of equipment further on in the treatment process. Each grinder will typically provide a service life of approximately five to seven years, after which it needs to be reconditioned. At that point, the unit would be removed and sent back to the factory for new bearings, seals, cutters, etc. Funds are requested in each of the following years to have one of the grinders pulled and sent in for reconditioning as part of a preventative-maintenance schedule:

FY14/15	Tappan Street lift station
FY15/16	Olson Park lift station
FY16/17	Southside treatment plant
FY17/18	Northside treatment plant

3. Laboratory Equipment Replacement at Northside Plant:

Priority Ranking: B

Funding Request: \$10,000 FY14/15; \$10,000 FY15/16; \$10,000 FY16/17;
\$10,000 FY17/18; \$10,000 FY18/19

The Northside Wastewater Treatment Plant utilizes a laboratory-grade dishwasher. This dishwasher is unique compared to home dishwashers due to the acid rinse that is part of the dishwasher-cleaning process. It is important to have the acid rinse capabilities, as it is required by the IEPA for the Biochemical Oxygen Demand (BOD) test procedure. The dishwasher is currently 15-years old, and according to the manufacturer has outlived most other dishwashers of this type. Although the City’s staff has been making repairs as needed, the current repair’s cost will be equivalent to half the cost of a new dishwasher. In years past, the City staff has washed the glassware by hand using an acid rinse. There are many safety issues that have been averted by using the dishwasher for the safe cleaning of the glassware.

Following the planned equipment replacement in FY14/15, it is recommended that the City provide funds annually for the continued replacement of lab equipment. Most of the lab equipment will be almost 15-years old and nearing the end of the expected life of these types of instruments. The City is required as a condition of the NPDES permit compliance to maintain a reliable lab testing facility and it is critical to the success of the entire treatment process that the lab tests be accurate and reliable at all times.

4. Sludge Pump Replacement at Northside Plant:

Priority Ranking: B

Funding Request: \$50,000 FY15/16

The Northside Wastewater Plant utilizes various pumps to move activated sludge. The Penn Valley Pump is a positive-displacement pump used for sludge removal from the primary clarifiers to the aerobic digesters. Approximately 60% of the sludge that is removed from the system is then pumped to the digesters with use of this pump. The Moyno Pump is a progressing-cavity pump that is used to pump the digested sludge from the sludge-holding tank to the belt press. Both of these pumps need to be heavy duty-type pumps due to the thickness of the sludge and other materials present in the sludge. The Penn Valley Pump, although repaired many times, has been on-site for over 16 years and the Moyno Pump has been on-site for over 12 years and also has had many repairs. Since the time that these pumps were placed into operation, there have been numerous improvements to sludge-handling pumps. These pumps are extremely difficult to repair, the parts are expensive, and it takes a significant amount of labor and time to make any repair.

The benefit to the City in replacing these pumps with improved rotary-lobe pumps over the Moyno Pump or Penn Valley Pump is the rotary-lobe pumps are easier and less costly to repair. These pumps can run dry for an extended amount of time whereas the Moyno Pump would destroy the stator and rotor. These pumps also do not get clogged up like the progressive cavity or positive-displacement pumps; and when they are plugged up, they are easier to maintain and the clog can often be removed by a single plant operator.

5. Replacement of Screw Pumps at Northside Plant:

Priority Ranking: B

Funding Request: \$80,000 FY14/15

In addition to several conventional types of pumps and motors in use at the Northside Wastewater Treatment Plant, the facility includes three screw pumps at a critical stage of the treatment process. These pumps use the rotating action of a screw to lift the process flow to the next stage of treatment process. The last screw pump in line for replacement has been in service for more than thirty-five years. Over time, this style of pump has proven to be reliable, but in recent years the unit has been showing signs of normal wear resulting in a decrease in efficiency. Maintenance frequency is increasing and due to the age of the equipment, replacement parts are more costly and difficult to obtain.

One of the existing 54" screw pumps was replaced in FY10/11 and the second 54" screw pump was replaced in FY12/13. It is recommended that the remaining 36" screw pump be replaced in FY14/15. The 36" screw pump will include a 36" diameter pump body with two flights that are 0.25" thick, an 18" diameter torque tube with a 0.375" wall thickness, a cam-style bronze-sleeve, and lower bearings. Costs for the installation and any re-grouting of the troughs are included within this funding request.

6. Diffuser Replacement at Northside Plant:

Priority Ranking: B

Funding Request: \$35,000 FY14/15

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 aeration 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, then flows 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 begun to become brittle and many are cracked and 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 being made is to replace the diffusers in four aeration tanks and five digesters. This request is for the diffusers only; plant personnel will remove all existing diffusers and replace with new. All salvageable parts and diffusers from the current system will be shelved to use as spare parts.

7. Digester Cover at Southside Plant:

Priority Ranking: C

Funding Request: \$110,000 FY16/17

At the Southside Wastewater Treatment Plant, there are two circular tanks with an outside diameter of 64 feet. This request includes the purchase of a cover for the second aerobic digester at the Southside Plant. The first digester cover was installed in 2008. The project will consist 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. Once the digester cover is on site, plant personal will install the unit.

These aerobic digesters are an essential part of the treatment process and must be kept in service throughout the entire year. There is a great deal of difficulty in keeping the treatment tanks in service because of the impact that the cold weather has on the inlet and discharge valves. The covers would reduce the problems the operators have with the freeze/thaw cycle. In these digesters, biological activity is taking place as the microorganisms breakdown organic material. In the wintertime as the temperature decreases, the activity of the microorganisms decreases thus making the process less efficient. The installation of these covers will help retain heat in the biomass keeping the environment stable for the microorganisms to thrive.

8. Safety Railing Replacement at Northside Plant:

Priority Ranking: B

Funding Request: \$50,000 FY15/16

The original design at the oldest of the City's two wastewater treatment plants included safety railings manufactured from steel and installed around the perimeter of the ground level treatment tanks. These steel railings require a great deal of maintenance including scraping and painting because of the highly corrosive environment in which they have been placed. Some of the railings have been replaced with a type that is manufactured from aluminum, but those that were not are still deteriorating. The bases of some of the steel posts that hold up the railings have rusted away and temporary repairs have been made to them until they can be replaced. The following are beneficial reasons to replace the steel railings: the appearance of the facility would be improved, the new aluminum railings would be maintenance free, and the safety of plant personnel and visitors would not be compromised.

The City was able to replace approximately 1,250 feet of safety railing in 2006. The requested funds will pay for the fabrication and delivery of the remaining 1,600 feet of railings. The removal of the existing steel railings and the installation of the new railings will be performed by plant operators.

9. RAS and WAS Pump Replacement at Southside Plant:

Priority Ranking: C

Funding Request: \$20,000 FY15/16; \$20,000 FY16/17; \$20,000 FY17/18;
\$20,000 FY18/19

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 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 City should spread the cost out over five years, beginning in FY15/16 and ending in FY19/20. 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 the repairs can be scheduled and monitored carefully after replacement with the intent of preventing multiple failures at the same time.

10. Reconstruction of Secondary Weirs at Northside and Southside Plants:

Priority Ranking: C

Funding Request: \$50,000 FY17/18; \$50,000 FY18/19

The Northside and Southside Wastewater Treatment Plants utilize secondary clarifiers in the final stages of the treatment process before the effluent reaches the chlorine contact tank. In

each of the secondary clarifiers, there are aluminum weirs that the effluent must flow over before discharging from the tank. Over time, these aluminum weirs have begun to show wear and corrosion. In order to maintain the quality of effluent, replacement of these weirs should be completed.

The request being made is to replace the weirs over two fiscal years beginning with the Southside Plant. The scope of this work includes the purchase of replacement weirs and the use of an outside contractor to install the replacement weirs. One of the benefits to the City of weir replacement is to keep up with the maintenance of plant equipment and ensure that both plants are operating at peak efficiency to continue to achieve a high-quality effluent.

11. Lagoon Cleaning:

Priority Ranking: C

Funding Request: \$80,000 FY18/19

There are two existing polishing ponds (lagoons) at the Northside Wastewater Treatment Plant that provide tertiary treatment, final settling, and polishing of the effluent. During periods of high flow, some raw wastewater is automatically diverted to these ponds as allowed by the operating permit so that the secondary system does not become hydraulically overloaded. Over time, these ponds accumulate some amount of solids at the bottom depending on the efficiency of the treatment system, along with the frequency and duration of rain events.

The excessive accumulation of sludge (solids) in these two lagoons was one of the major factors that led to compliance challenges 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 ponds 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 due to improved solids management with the plant operations. However, based on the past history of compliance issues 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.

To remove solids and sludge from the bottom of the lagoons, an outside contractor would have to be hired. In FY18/19 it has been requested to remove and properly dispose of solids from this treatment process.

Future Project for Years FY19/20 to FY23/24:

Due to the time required for planning and implementation, and the need to balance and project expenditures on a long-term basis within the Utility Fund, the City should identify some long-term projects and improvements to be completed at the wastewater treatment plants. The following projects have been identified as probable future improvements to be considered beyond the current five-year planning period:

- Northside Wastewater Treatment Plant Aeration Tanks - Replacement of the current paddle-mixed aeration system with a new fine bubble aeration system to

- improve the treatment process, provide for more reliable operation, and to replace obsolete equipment;
- Northside Wastewater Treatment Plant Digester Covers - Installation of covers over aerobic digestion tanks to retain heat, improve treatment effectiveness during winter months, and to reduce odors; and
 - Repair and reconstruction of sludge drying beds to replace damaged concrete.

Project: Water Storage Tank Maintenance

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 City’s investment in 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 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 City’s 1.5 MG ground-storage tank is in need of heavy cleaning. This tank is a concrete, brick covered ground-storage tank located behind the Seminary Avenue Water Treatment Plant. Cleaning of this tank is primarily for aesthetic purposes; this tank has become very unsightly and does not portray a positive image for the City. Funds are requested to clean this tank using chemicals and high-pressure wash equipment in accordance with AWWA standards.</p>	
<p>Planned maintenance work on the elevated-storage tanks includes cleaning and maintenance of the protective paint coat. The tank is high-pressure washed with water and environmentally-safe cleaners. Rust spots are then wire brushed or sanded depending on the extent of the rust. A matching coating is then applied to seal the exposed steel from the atmosphere. Routine spot repairs will also arrest the spread and penetration of rust into the structure, which if not promptly addressed, could jeopardize the structural integrity of the tank.</p>	
<p>Normal maintenance calls for periodic washing and spot repair of each of the water storage tanks in accordance with the following schedule. This schedule is subject to change and may vary depending on the need at the time.</p>	
<p>FY14/15 FY15/16 FY16/17 FY17/18 FY18/19</p>	<p>Seminary Avenue Ground-Storage Tank Maintenance Lake Avenue Elevated-Storage Inspection & Evaluation Lake Avenue Elevated-Storage Tank Maintenance Bull Valley Elevated-Storage Tank Cleaning & Maintenance Hill Street Elevated-Storage Inspection and Evaluation</p>

In addition to the need to regularly clean and inspect the water storage facilities, the elevated towers will periodically need more extensive work including complete renovation, repair inside and outside, and repainting inside and outside in order to preserve each structure and prevent large expenditures due to neglect.

Project: Water Treatment Facilities Maintenance and Improvements
Priority Ranking: B
Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$50,000	\$500,000	\$600,000	\$80,000	\$180,000	\$1,410,000

Estimated Start Date: May, 2014
Estimated Completion Date: April, 2019
Annual Operating Costs: \$5,000

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. Lake Avenue Booster Station:

Priority Ranking: B
 Funding Request: \$50,000 FY14/15; \$500,000 FY15/16; \$600,000 FY16/17

The City’s water system currently operates using four different pressure zones. The majority of our customers are on a single pressure zone that is controlled by the output of the two water treatment plants and two water towers. A separate pressure zone exists for the McConnell Road and Bull Valley Golf Club area which is controlled by a pumping station and an elevated water tower. A third pressure zone serves Westwood and Dakota Ridge subdivisions. The fourth pressure zone exists along Route 14 that serves the hospital and is controlled by a pumping station on Route 14.

Just as highways need to be expanded and the capacity of new routes needs to be improved in response to changing conditions and growth, the City’s water system also needs to be revised and changes made to the water-system capacity in response to growth and changing conditions by our customers. The current water supply system along Lake Avenue and Route 14, extending to Doty Road, meets all IEPA requirements and standards, but does provide less pressure and flow than most of the City’s water supply. This difference is noticeable to some customers and will only worsen as new customers are added along this corridor.

To better serve our existing customers, a new water booster station is recommended to be constructed on Lake Avenue adjacent to the water tower. Once in place, this booster station would then increase the normal operating pressure for the portion of Lake Avenue east of the water tower, US Route 14 to the hospital, and also on Lake Shore Drive. Once a new booster station has been completed, the existing booster station which serves only the hospital would be eliminated. This new facility has already been designed (paid for by a private development

project). Funds are requested in FY14/15 to update those plans and bid documents and to obtain the necessary IEPA construction permit. Construction could then follow in FY15/16 and FY16/17 pending allocation of funds.

2. Radio Telemetry System:

Priority Ranking: C

Funding Request: \$70,000 FY17/18

Operation of the water utility is dependent upon communication between the two water treatment facilities to turn well pumps and booster pumps off and on at required intervals. This communication is electronic, and the system now in place relies upon hard-wired, leased lines owned and maintained by AT&T. These leased lines have proven to be problematic, and AT&T's response time when there are problems is poor. Utilizing radio frequencies for this communication would eliminate the City's dependency upon land lines and AT&T for service and repair. The City currently pays AT&T approximately \$9,000 per year to lease these dedicated communication lines. Although it would take many years for the radio frequency system to pay for itself, the reliability of this critical communication system would be greatly improved.

This request is for the purchase and installation of equipment in FY17/18 that would allow communication between all water facilities so that the system operates automatically without the need for manual operation when leased lines fail. Some upgrades have already been completed as part of the First Street renovation project and these include communications between the Seminary and First Street plants as well as communications between three wells and the First Street plant. This request is to complete the remainder of the radio installations which include communication from the three elevated-storage tanks to the Seminary plant, as well as from the Bull Valley pumping station to the Seminary plant. This cost includes the equipment, installation and required programming.

3. Water System Vulnerability Assessment Improvements:

Priority Ranking: D

Funding Request: \$10,000 FY17/18, \$180,000 FY18/19

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 manmade threats to the City's public water supply. This confidential report included specific actions that the City needs 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 of the City's remote well sites to provide added security. While a fence will not keep out those who are determined to gain entry, it will make any trespassers stand out more to the residents living near the well heads and also identifies a 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 within the Vulnerability Assessment report is at the Seminary Avenue Water Treatment Plant. 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 money be available.

Project: Water Distribution Maintenance and Improvements

Priority Ranking: B

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$140,000	\$540,000	\$670,000	\$685,000	\$750,000	\$2,785,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

1. Water Main Replacement Based on Condition:

Priority Ranking: B

Funding Request: \$50,000 FY 14/15; \$450,000 FY 15/16; \$470,000 FY 16/17
\$485,000 FY 17/18; \$550,000 FY 18/19

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 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 the 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 FY14/15 with construction in FY15/16
- Melody Lane and Sunshine Lane
Design and permitting in FY15/16 with construction in FY16/17
- Blakely Street from South to Forest Avenue
Design and permitting in FY16/17 with construction in FY17/18
- Russell Court from Route 47 to Julie Street
Design and permitting in FY17/18 with construction in FY18/19
- Julie Street from Birch to Russell Court
Design and permitting in FY18/19

2. System-Wide Leak-Detection Survey:

Priority Ranking: C

Funding Request: \$15,000 FY14/15; \$15,000 FY15/16

Over the years, the City's water distribution system continues to age resulting in the development of undetected leaks in water mains, service lines (which are the maintenance responsibility of the property owners), hydrants, buffalo boxes and the overall infrastructure. With the exception of extreme leaks or water main breaks, service leaks will develop overtime and are very difficult to detect. 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 costs for utilities and chemicals.

The water audit included recommendations to assist the City with the process of locating sources of lost (unmetered/unbilled) water. Recommendations included: installing meters at Parks and City facilities that do not have a meter; obtaining estimates from the Fire/Rescue District for water they have used during training or for fire suppression; and estimating the loss of water resulting from water main breaks or service leaks. All of these recommendations have been addressed by the Department of Public Works.

The City is currently responsible for the maintenance of over 110 miles of water mains. A leak detection survey using sophisticated computer software and modern sound-detection equipment, underground water leaks can be identified, located and repaired. The software is able to provide reliable estimates of water loss, which assists in prioritizing these leaks for repair. The City Administration would then need to develop recommendations for the repair of existing water mains, as well as the appropriate procedures for communicating the requirements to repair service lines that are the responsibility of residents.

3. Water System Master Plan Improvements:

Priority Ranking: C

Funding Request: \$75,000 FY14/15; \$75,000 FY15/16; \$200,000 FY16/17
\$200,000 FY17/18; \$200,000 FY18/19

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 can be improved.

Future water system improvements are scheduled to be completed based on the lowest existing fire flow moving forward 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 FY16/17. At this proposed funding level, it will take approximately 38 years to complete all of the Category A improvements, but it is not financially feasible to move at a faster pace.

Project: Technology Improvements

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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, 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 achieve these aforementioned goals. 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 need to add staff. Equally important, the new technology can allow the employees to work smarter and 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 within the General Corporate – CIP; however, that item only includes departments and equipment funded by the General Fund. In order to continue to provide reliable equipment, a similar program for the replacement of computer equipment in the Utility Fund's 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.

Project: DPW Facility

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$60,000	\$95,000	\$1,000,000	\$255,000	\$0	\$1,410,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2018

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 – Public 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 \$4.2 million with \$1.4 million to be paid from the Utility Fund. It is estimated that the annual debt payment for a \$1.4 million bond paid over a 20-year period is \$110,000 per year.

Funds are recommended for the following:

FY14/15 \$60,000 Utility share for developing a preliminary building and site expansion plan and the purchase of additional land

FY15/16 \$95,000 Utility share for preparation of detailed plans, specifications and sale of bonds

FY16/17 \$1,000,000 Utility share of construction costs

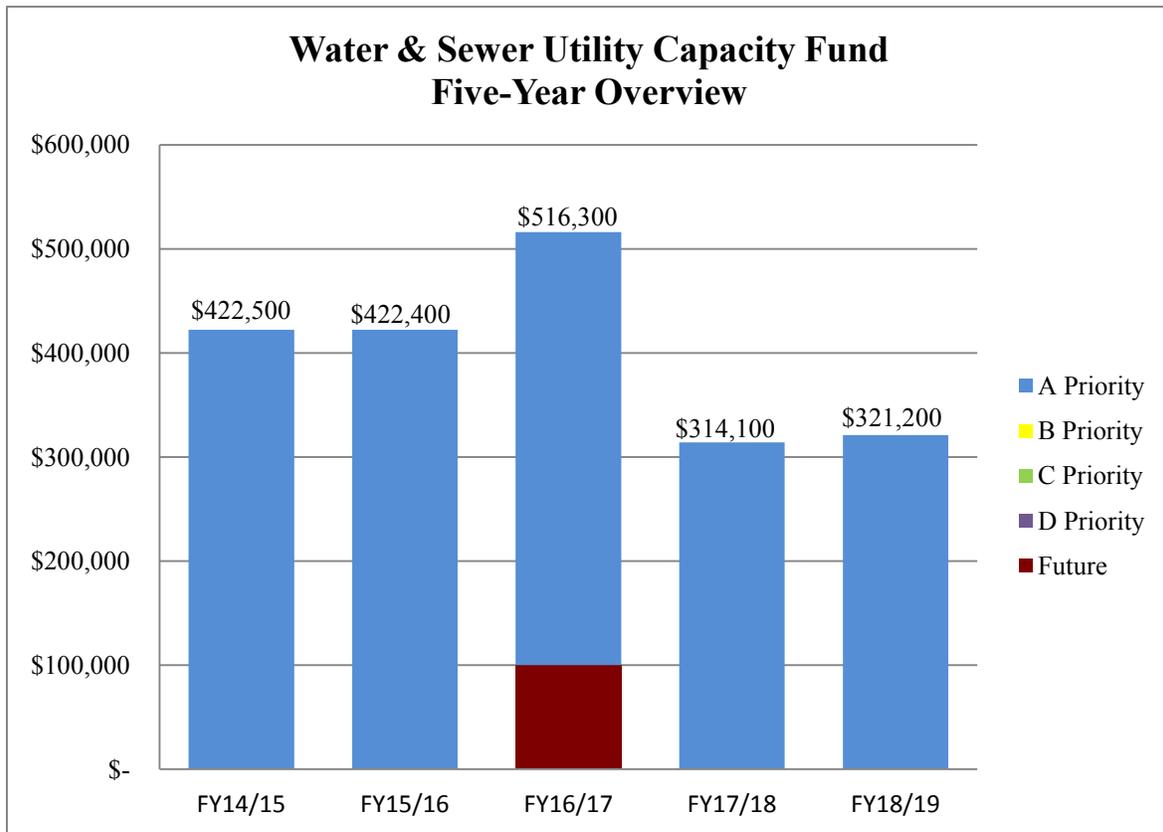
FY17/18 \$255,000 Utility share of final construction costs

[NOTE: If this CIP request is not approved and included for FY14/15, a different CIP request for building maintenance needs such as tuckpointing, interior lighting improvement, and other building improvements should be prepared.]

WATER & SEWER UTILITY CAPACITY FUND: Recommended Projects & Source of Funds Overview

Recommended Projects

Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
Utility Capacity Fund Bond Payments	A	\$422,500	\$422,400	\$416,300	\$314,100	\$321,200	\$1,896,500
Utility Master Plans		\$0	\$0	\$100,000	\$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		\$422,500	\$422,400	\$516,300	\$314,100	\$321,200	\$1,996,500
# of Projects		1	1	2	1	1	4



WATER & SEWER UTILITY CAPACITY FUND: Detailed Project Narratives

Project: Utility Capacity Fund Bond Payments

Priority Ranking: A

Funding Request:

FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
\$422,500	\$422,400	\$416,300	\$314,100	\$321,200	\$1,896,500

Estimated Start Date: May, 2014

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 Utility Capacity – CIP Fund after that fiscal year.

WATER & SEWER UTILITY CAPACITY FUND: Future Years
Detailed Project Narratives

Project: Utility Master Plans

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$ 0	\$ 0	\$100,000	\$0	\$0	\$100,000

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 remains 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 and well-capacity expansion. Based on the assumptions used within the Master Plan for population growth, the maximum daily demand for water should 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 this evaluation and taking into consideration the current housing market; planning, design, and permitting of additional capacity, the need to update this plan will likely occur within 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 re-evaluated in FY16/17. It is hoped that within two to three more years a clearer picture can be developed along with more accurate growth projections of housing trends and economic conditions.

Project: Wastewater Treatment Plant Expansion

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	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 over an extended period of time.

The exact timing and implementation of these projects will be challenging. If capacity improvements are completed too soon, much of the new facility would remain 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 2012 received an average flow of 1.07 million gallons per day. However, this information may be somewhat misleading as 2012 was a drought year, so the flows were lower than normal. 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 the IEPA requires detailed submittals and permit applications at 90%. In 2012, the highest minimum flow rates were 1.09, 1.1, and 1.25, which were less than the previous year. Based on these flows, the facility is rated at approximately 65% capacity.

The Northside Wastewater Treatment Plant has a design capacity of 3.5 million gallons per day and during 2012 received an average flow of 1.79 million gallons per day. Again, keep in mind that 2012 was a drought year, so the flows were lower than normal. The facility has available capacity to serve an estimated 17,100 population equivalents before reaching 100% capacity. In 2012, the highest minimum flow rates were 1.72, 1.80, and 1.97, which were also less than the previous year. Based on these flows the facility is rated at approximately 52% 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 available capacity than the Southside Plant before expansion is warranted.

Project: Water Supply Well Expansion

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$ 0	\$ 0	\$ 0	\$0	\$0	\$0

Project Purpose, Description and Benefit

In 2007 the City commissioned Baxter & Woodman and Layne Western Company. 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 2014/2015
THROUGH
FISCAL YEAR 2018/2019

ENVIRONMENTAL MANAGEMENT FUND: 5-Year Summary Overview

The Environmental Management Fund (EMF) – like the Library Fund, Utility Fund, and Tax Increment Finance 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 environmentally-sensitive 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 environmental-related 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 \$30,000 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 FY14/15–FY18/19 Environmental Management Fund CIP includes six (6) projects totaling \$2,292,100. The FY14/15 Environmental Management Fund CIP includes six (6) projects totaling \$659,800. The designation of funds for important environmental projects include: 1) annual **Bond Payments** for the Davis Road adaptive reuse; 2) payments for the purchase of **Leaf Machines** and a new **Street Sweeper**; 3) the purchase of **Alternative Fuel Vehicles**; and, 4) the implementation of **Energy Efficiency Lighting Upgrades** for streetlights. Given these environmentally-related projects and future unknowns related to the **Woodstock Landfill** and 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 re-use 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 is 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 due 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.

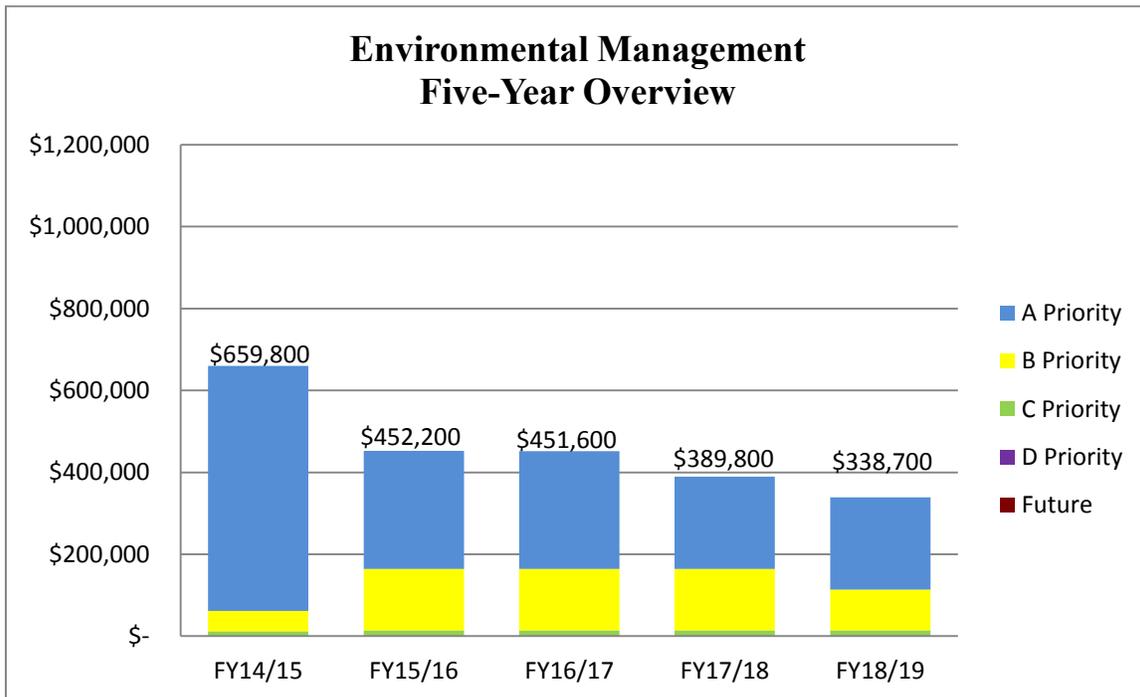
The revenue received on an annual basis from the property tax along with the fund balance that has been retained in this Fund must be adequate to pay all annual expenses not just capital improvement costs. This fund pays the cost for the City's application of alternative ice control methods; annual leaf 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 City-wide 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 efficiency 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 FY14/15–FY18/19 Capital Improvement Program.

ENVIRONMENTAL MANAGEMENT FUND: 5-Year Summary Overview

ENVIRONMENTAL MANAGEMENT FUND CIP 5-YEAR SUMMARY						
	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
Total Project Costs	\$659,800	\$452,200	\$451,600	\$389,800	\$338,700	\$2,292,100
# of Projects	6	5	5	4	4	6



**ENVIRONMENTAL MANAGEMENT FUND:
Recommended Projects**

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	EMF Bond Payment	A	\$217,800	\$173,200	\$172,600	\$175,800	\$174,700	\$914,100
2	Woodstock Landfill	A	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
3	Leaf Machines	A	\$65,000	\$65,000	\$65,000	\$0	\$0	\$195,000
4	Street Sweeper	A	\$265,000	\$0	\$0	\$0	\$0	\$265,000
5	Energy Efficient Lighting Upgrades	B	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000	\$600,000
6	Alternative-Fuel Vehicles	C	\$12,000	\$14,000	\$14,000	\$14,000	\$14,000	\$68,000
Totals			\$659,800	\$452,200	\$451,600	\$389,800	\$338,700	\$2,292,100
# of Projects			6	5	5	4	4	6

ENVIRONMENTAL MANAGEMENT FUND: Detailed Project Narratives

Project: Environmental Management Fund Bond Payments

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$217,800	\$173,200	\$172,600	\$175,800	\$174,700	\$914,100

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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. The annual debt service for the repayment of the Alternate Revenue Bonds ranges from \$214,900 to \$219,700 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.

FY14/15: \$217,800 (100% of \$217,800)

FY15/16: \$173,200 (80% of \$216,500)

FY16/17: \$172,600 (80% of \$215,700)

FY17/18: \$175,800 (80% of \$219,700)

FY18/19: \$174,700 (80% of \$218,300)

The Environmental Management Fund will again be required in FY14/15 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:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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. There are no known costs to be incurred; however, the City should appropriate funds for unanticipated costs that could arise in any of the five years of this planning period.

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: Leaf Machines

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$65,000	\$65,000	\$65,000	\$0	\$0	\$195,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

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).

If the City is to continue to provide this popular annual service, it is important that the machines be replaced according to the following schedule established by the Fleet Maintenance Supervisor. The machines continue to deteriorate and fail both mechanically and structurally at a greater frequency. The company that built the Model 6600D machines has gone out of business, so it will become increasingly difficult and costly to acquire replacement parts for these machines. This will ultimately result in repair work delays and will negatively impact the level of service the City provides. Therefore, the Model 6600D units need to be phased out and replaced with new Spartan Leaf Pro units.

<u>Equipment #</u>	<u>Make and Model</u>	<u>Year to be Replaced</u>
132	1996, 20 cubic yard, Model 6600D	FY14/15
129	2000, 20 cubic yard, Model 6600D	FY15/16
131	2005, 20 cubic yard, Model 6600D	FY16/17
130	2013, 25 cubic yard, Spartan Leaf Pro	FY25/26

Project: Street Sweeper

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$265,000	\$0	\$0	\$0	\$0	\$265,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: (\$1,000)

Project Purpose, Description and Benefit

The City provides and operates two street sweepers which are used to keep the parking lots, downtown, and City streets clean of litter and debris. These street sweepers, with an average service life of 12 years, are in operation on a daily basis during the warm portion of the year (April through October) and provide a very important and beneficial environmental service to the City. Street sweepers keep the City streets clean of debris, clean up after parades and keep stormwater grates and catch basins clean. The ability to keep streets clean is also an important environmental responsibility of the city. The “first flush” water quality of any stormwater discharge contains the greatest amount of contamination. Regular street cleaning helps remove solids, grit, and fluids from cars and allows for their proper disposal resulting in a reduction of stormwater contamination. A City has an appearance of being “clean” by the condition of its streets, and this service is an important quality of life measurement by our residents. In addition, documentation of an ongoing street sweeper program is one of the primary IEPA requirements under their stormwater permit regulations.

One of the City’s street sweepers is scheduled to be replaced in FY14/15 and funds are requested for this purchase. It is anticipated that street sweeper purchases will follow this proposed replacement schedule:

Equipment #	Make and Model	Year to be Replaced
51	2001 Elgin Eagle Series Sweeper	FY14/15
50	2013 Elgin Whirlwind Series Sweeper	FY25/26

If approved, staff will reevaluate the outright purchase versus a multiyear lease/purchase plan as to which is most advantageous to the City during the FY14/15 budget-development process.

Project: Energy Efficient Lighting Upgrades

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$150,000	\$150,000	\$150,000	\$100,000	\$600,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$1,500)

Project Purpose, Description and Benefit

The City owns and operates light fixtures within the park system, along City streets, in parking lots, and in its publicly-owned buildings. In recent years there have been some significant improvements to lighting systems which result in lower operating costs making them “energy efficient”. Because electrical rates continue to increase, the City should consider appropriating funds to replace or modify the City-owned systems that are in place to offset rising operating costs. Another benefit to consider is that these lighting upgrades reduce the load on existing systems. For instance, a change to LED lighting within the area of the Square would provide more available power for holiday lighting without having to upgrade wiring or to bring in another electrical service. Although any expansion of lighting defeats the purpose of saving energy, it would save capital costs that might otherwise be necessary to increase the power supply.

The following are recommendations to phase in these improvements within the lighting systems managed by the Street and Parks Divisions.

Street Division:

Most of the City’s street lights are owned and maintained by ComEd. There are, however, some street lights that are owned and maintained by the City. These lights illuminate streets and intersections, public parking lots, and the downtown. With today’s technology, lighting systems are becoming more sophisticated and increasingly more energy efficient. The City should consider a plan for replacing inefficient lighting as a means of reducing electricity costs within the operating budget. At this time, it is

estimated that converting a fixture to an energy-efficient type costs approximately \$1,100 each. The payback that would be realized from reduced energy charges by replacing these ballasts and bulbs is approximately 10 years. The following is the plan that is proposed for this five-year planning period:

FY14/15	24 Victorian fixtures on Main Street
FY15/16	28 Victorian fixtures on the Square
FY16/17	28 Victorian fixtures on the Square
FY17/18	21 fixtures on IL Rt. 120 east of IL Rt. 47
FY18/19	22 fixtures on IL Rt. 120 east of IL Rt. 47

Parks Division

Although the largest lighting systems within the City's parks illuminate ball fields, and/or tennis courts for nighttime play, there is also lighting for safety along the roadways and general security. The same principal that is recommended for street and parking lot lighting should apply to all fixtures within the parks.

With regards to ballfield lighting systems, it is recommended that the next lighting project involve the replacement of lights on Field A (Main Field) at Emricson Park. That request is described in the Parks CIP. When that project is designed, the most energy-efficient lighting will be used. There are no funds requested in this CIP because lighting on Field A is being replaced as a field improvement not solely for the reduction of operating costs.

Two other lighted diamonds located in Emricson Park referred to as Bigelow Fields 'B' & 'C' have newer fixtures, but their age translates to less efficient systems than those which are available today. Replacement of the fixtures on these two ball diamonds is estimated to be \$250,000; existing poles and controllers would remain. For purposes of comparison, if the City were to replace the lighting systems on these two fields, it is estimated that energy costs would be reduced by approximately \$3,500 per year. Funds are requested in FY16/17 to upgrade the fixtures on Bigelow Field B first, then those fixtures on Field C with the most efficient system available. The following is recommended for funding within this five-year planning period as it relates to park facilities:

FY14/15	20 fixtures along roadways & parking lots @ Emricson Park
FY15/16	20 fixtures in parking lots at Bates and Merryman Fields Park
FY16/17	Fixtures on Field B – Emricson Park
FY17/18	Fixtures on Field C – Emricson Park

Since ComEd's franchise agreement includes no cost to illuminate most of the lights in City-owned buildings, there would be no financial return on replacing those lighting systems with energy-efficient types. Doing so, however, would shine light upon the City as stewards of supporting 'green' technology.

Project: Alternative-Fuel Vehicles

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$7,000	\$14,000	\$14,000	\$14,000	\$14,000	\$63,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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. Since then, propane-powered pickup trucks have been added to the fleet. The main benefits of these vehicles 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 should be considered for replacement with alternative-fuel technology to achieve the goal of lower fuel costs and reduced emissions.

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 submit applications. 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 evaluated for consideration of alternative-fuel vehicles in place of gas or diesel-fired vehicles:

FY14/15	1 pickup for Parks division
FY15/16	1 pickup for Parks division
	1 pickup for Streets division
FY16/17	1 pickup for Fleet division
	1 pickup for Streets division
FY17/18	1 pickup for S&W Maintenance division
	1 pickup for Parks division
FY18/19	1 pickup for Streets division
	1 pickup for Water Treatment division

CHAPTER SEVEN
LIBRARY BUILDING FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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.

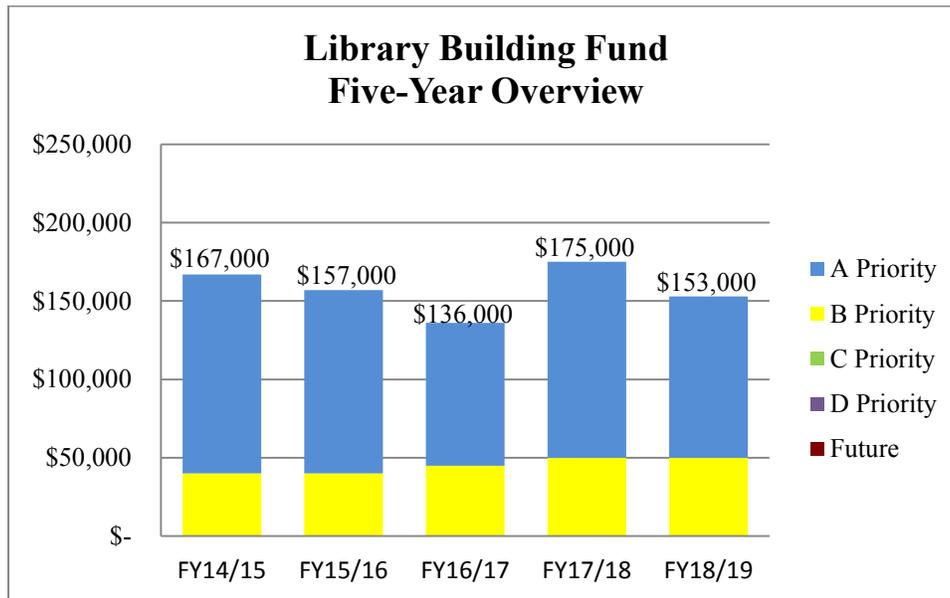
In 2007 the Library Board purchased the property at 451 W. Judd for the purpose of expanding patron parking and, as an added benefit, improving the water runoff problems in the Judd/Jackson Street area. The City and the library cooperated to make this possible through the City paying for the stormwater 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 FY14/15 – FY18/19 Library Building Fund CIP includes three (3) projects totaling \$788,000. The FY14/15 Capital Budget Year Library Building Fund CIP includes three (3) projects totaling \$167,000. In addition to the **Library Alternate Revenue Bond Payment** and the purchase of **Library Furniture and Equipment**, a significant potential expense to be paid from this fund in FY14/15 is for **Building and Grounds Maintenance/Improvements** – which encompass a number of projects including repairs to the four vaulted ceilings, the installation of ductwork to support the existing HVAC system and the replacement of damaged ceiling tiles, and the replacement of the boiler system.

LIBRARY BUILDING FUND: 5-Year Summary Overview

LIBRARY BUILDING FUND CIP 5-YEAR SUMMARY						
	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
Total Project Costs	\$167,000	\$157,000	\$136,000	\$175,000	\$153,000	\$788,000
# of Projects	3	3	3	3	3	3



LIBRARY BUILDING FUND: Recommended Projects

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	Library Alternate Revenue Bond Payment	A	\$42,000	\$47,000	\$46,000	\$45,000	\$43,000	\$223,000
2	Library Building Maintenance & Improvements	A	\$85,000	\$70,000	\$45,000	\$80,000	\$60,000	\$340,000
3	Library Furniture & Equipment	B	\$40,000	\$40,000	\$45,000	\$50,000	\$50,000	\$225,000
Totals			\$167,000	\$157,000	\$136,000	\$175,000	\$153,000	\$788,000
# of Projects			3	3	3	3	3	3

LIBRARY BUILDING FUND: Detailed Project Narratives

Project: Library Alternate Revenue Bond Payment

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$42,000	\$47,000	46,000	45,000	43,000	\$223,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 2000 Series D Alternate Revenue Bonds were refunded in 2010. The City utilized the proceeds from the 2010 Series B Alternate Revenue Bonds to refund the outstanding 2000 Series D Alternate Revenue Bonds. The debt service schedule for the repayment of the 2010 Series B Alternate Revenue Bonds is as follows:

Fiscal <u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
14/15	\$35,000	\$6,780	\$41,780
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>45,000</u>	<u>1,530</u>	<u>46,530</u>
Totals	\$240,000	\$26,380	\$266,380

Project: Library Building and Grounds Maintenance/Improvements

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$85,000	\$70,000	\$45,000	\$80,000	\$60,000	\$340,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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:

VAULTED CEILING/ROOF REPLACEMENT (FY14/15 - \$30,000, FY15/16 - \$30,000)

Four areas of the most recent library addition (FY01/02) have vaulted ceilings with shingle roof covering. Unfortunately, though only twelve-years old, these shingles have severely deteriorated as a result of a manufacturing defect and a lack of proper roof ventilation. A 2011 settlement with the manufacturer of the shingles resulted in reimbursement for the cost of the shingles, but not the associated labor costs. The roof needs to be replaced, and proper roof ventilation installed to provide the greatest potential for achieving the full years of service from a new shingle system. At the same time, safety anchors should be installed on the roof decking to safely facilitate future maintenance work such as painting and washing. The replacement will be accomplished in two phases: the entryway roof and eastern roof will be replaced in FY14/15 and the other two shingled areas will be replaced in FY15/16.

HVAC & CEILING TILE REPLACEMENT (FY14/15 - \$30,000)

The 2001 addition to the building utilizes a method for returning air to the roof mounted HVAC units via the plenum space (that area located between the ceiling tiles and roof structure) rather than via ductwork. Unfortunately, this has proven ineffective as returned air is causing condensation in the plenum space, damaging in-ceiling electrical devices and ceiling tiles.

The installation of an entirely new, ducted, HVAC system would be cost prohibitive. It is therefore recommended that a modified, ducted, air-return system be installed. This system involves the installation of two to three centrally-located return-air registers which would return air to the rooftop air system via this ductwork rather than the plenum space. This should reduce the potential for condensation/moisture in this area. Once this new system is installed, damaged ceiling tiles will be replaced.

BOILER/PNEUMATIC SYSTEM REPLACEMENT (FY14/15 - \$25,000)

The library's existing boiler is more than, 25-years old, has reached the end of its serviceable life and is quite inefficient. Assessments by Althoff Industries and MG Mechanical indicate that the boiler could fail at any time.

In addition, repair costs have been escalating in recent years. It is recommended that the boiler be replaced and, at the same time, that the pneumatic systems be updated/replaced. This would result in improved reliability and efficiency.

ROTUNDA METAL ROOF REPAIR/REPLACEMENT (FY15/16 - \$40,000)

The existing flat copper roofing located on the Rotunda portion of the library roof is “back pitched” against the pitched roof. As a result of this poor design, water is finding its way into the roof structure instead of the gutters. The recommended solution would include removing all metal roofing and gutter material; installing a new rubber membrane on the pitched-roof area and flat perimeter edge surfaces; constructing a new perimeter-parapet wall to drain surface water towards the rear of the rotunda; and, resurfacing of the existing rotunda roof and new parapet façade to match existing materials. At the same time, safety anchors should be installed to allow proper safety procedures to be followed when maintenance is being done on this area of the library.

REPAINT LIBRARY INTERIOR (FY16/17 - \$20,000)

By FY14/15 it will have been nearly 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 areas of high usage were repainted in FY10/11, but it is recommended that the entire library be repainted in FY16/17.

RELAMPING (FY16/17 - \$25,000)

Rewiring the existing light fixtures and bulbs to accommodate a LED lighting system would result in significant energy savings. In addition, the ballasts necessary for forty of the library light fixtures have been discontinued by the manufacturer. If a suitable replacement does not become available, the lights will need to be re-lamped. It is recommended that the library lighting system be re-lamped to LED following the initiative led by City Hall, Police and Recreation Departments.

REPLACEMENT OF ROOF TOP UNITS (FY17/18 – \$60,000, FY18/19 - \$60,000)

By 2017 the library’s four roof top 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 costs approximately \$60,000, 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.

Project: Library Furniture and Equipment

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$40,000	\$40,000	\$45,000	\$50,000	\$50,000	\$225,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

Project Purpose, Description and Benefit

COMPUTER & NETWORK HARDWARE (FY14/15 - \$20,000)

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 high priority must be placed on the maintenance, upkeep and replacement of this equipment.

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 current software. The plan identifies the areas in need of improvement and budget for supporting hardware, software and connectivity.

The Library has 97 computers, 27 utilized by staff and 70 available for public use. A rotating schedule for replacing computer hardware and software has been stretched over the years because of economic conditions. 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.

The library staffing has been reduced over the years, making it harder to track and support as well as help patrons who are using the public computers. To assist both staff and patrons, the Library's computer furniture needs to be updated to allow for better visibility and oversight of computer users in the children's area.

FURNITURE REPLACEMENT & REUPHOLSTERING (FY14/15 - \$10,000)

The library utilizes furniture throughout the building that dates as far back as when the library was located in the Opera House. Years of heavy use has resulted in upholstered furniture that is in such disrepair that it cannot be used and wood furniture that is in constant need of repair. Funding would begin the process of having furniture refurbished, repaired and replaced as needed to maintain a safe and attractive facility.

CARPETING & FURNITURE CLEANING (FY14/15 - \$10,000)

Heavy wear by the nearly quarter of a million visitors each year is taking a toll on the library's carpeting in many areas. Additionally, some shelving and related moves to maximize space have resulted in exposing previously-covered carpeting. Professional cleaning of much of the carpeting is required to extend the life and to maintain a safe and attractive facility. While some of the furniture needs replacement or reupholstering, other chairs are in satisfactory condition, but require professional cleaning to eliminate accumulated odors and to maintain satisfactory health standards.

CHAPTER EIGHT
TAX INCREMENT FINANCING FUND
5-YEAR CAPITAL IMPROVEMENT PROGRAM



CITY OF WOODSTOCK
ANNUAL 5-YEAR
CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2014/2015
THROUGH
FISCAL YEAR 2018/2019

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 most crucial project within the TIF area - as described in the *Downtown Sub-Area Plan* (1996), the *Downtown Woodstock TIF Redevelopment Plan* (1997) and the *Woodstock Comprehensive Plan* (2002) – has been, since the early 1990s, the redevelopment of the former Woodstock Die Cast site, now Woodstock Station. In FY04/05 and FY05/06 significant strides were made in furthering this project. In FY04/05, public infrastructure – roadways and water and sanitary sewer utilities – were substantially completed, public lighting and signage elements were installed, and a redevelopment agreement was executed with the developer of record for the site – The Hummel Group of Palatine, Illinois – for the construction of approximately 197 condominium units and 37 rowhomes on the site.

In FY05/06, the City received a No Further Remediation (NFR) letter from the Illinois Environmental Protection Agency (IEPA) which, in turn, triggered the transfer of the property from the public domain to The Hummel Group, thus placing the property back on the property tax rolls. On a related note, the City has committed funding through the Environmental Management Fund CIP to address any unforeseen environmental issues that may arise on the

site. In FY06/07, the first phase of Woodstock Station (10 rowhomes) was constructed, and through FY08/09 six (6) of the homes had been sold.

Unfortunately, due to the declining economy and, specifically, the housing/development market, the Woodstock Station project halted in FY09/10 through a declared foreclosure and subsequent bankruptcy of The Hummel Group DBA Woodstock Station, LLC. The City Administration has been in continuous contact with the property receiver and Barrington Bank (who ultimately purchased the debt on the property). In 2011, a proposal was made to the City that would result in 120 elderly affordable rental apartments on the west side of the Woodstock Station site, located south of First Street and west of Clay Street. In the latter part of the year, this proposal was withdrawn. Members of both the Plan Commission and City Council had expressed concern about the quality of the project, whether it would be compatible with existing development and the original vision for the subject area, and how rental dwellings instead of condominium units would impact the City.

During the past year, inquiries were received from various individuals and development groups regarding the possibility of building elderly affordable housing units in the City. The Woodstock Station site, with its central location and proximity to the downtown, continues to be a location of interest. Because of limited financing opportunities for condominium housing and the availability of public funds to assist in the creation of affordable apartments for the elderly, at this time interest appears to be only in rental projects.

The City will continue to market the Woodstock Station site for a mix of residential and commercial uses, and will emphasize its unique location, the availability of all necessary utilities, and the opportunity to be part of the City's dynamic downtown area. Despite this temporary setback, the development to date on the former Woodstock Die Cast property has resulted in an additional increase in the TIF. This tax increment, resulting from the introduction of new property taxes, means that the City has been able to begin to implement additional projects within the Tax Increment Finance district as identified in the 1997 Downtown Woodstock TIF Redevelopment Project Report.

The FY14/15 – FY18/19 Tax Increment Financing Fund CIP includes twelve (12) projects totaling \$5,636,500. The FY14/15 Tax Increment Financing Fund CIP includes twelve (12) projects totaling \$1,581,300. In FY14/15 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, **Perimeter Lighting Improvements**, 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 FY11/12 the City was successful in accepting ownership of the property through a donation and, in the current fiscal year, has undertaken a variety of projects that have addressed emergency maintenance/life safety measures for this facility. In addition, the City had coordinated with a historic architectural firm to complete an assessment of the building for the purpose of identifying and prioritizing further maintenance and repair issues. 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.

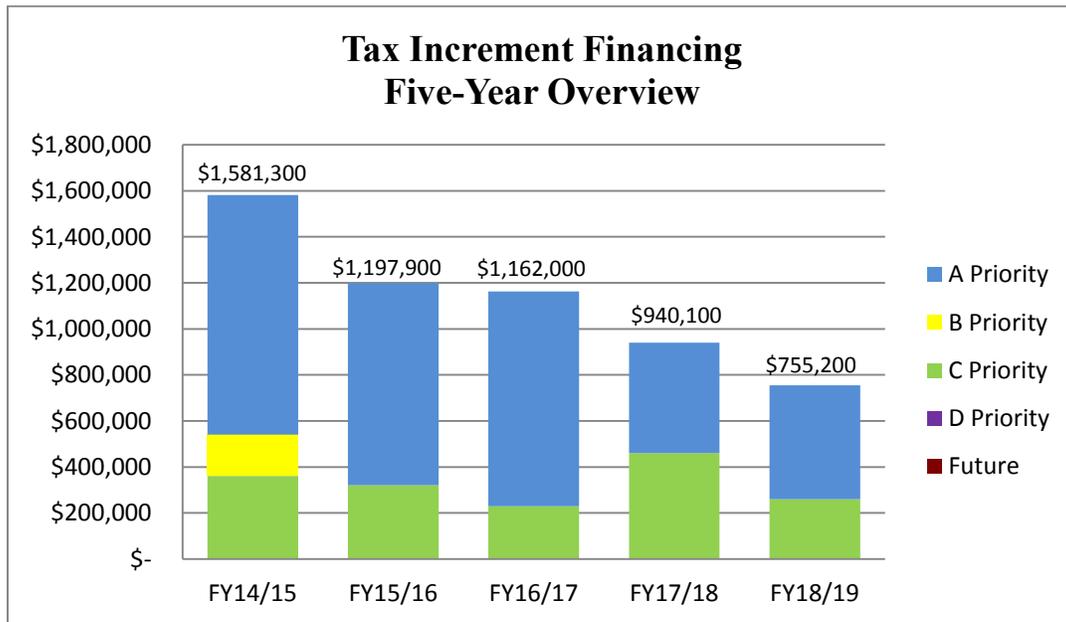
In April, 2012, Gary W. Anderson Architects completed an architectural report of the building and classified the scope of work into two categories: critical-immediate needs and long-term needs. Most of the critical-immediate needs are related to sealing areas open to the elements and securing the building 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 done by Community & Economic Development 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.

Community & Economic Development staff has shown the buildings to several interested restaurateurs and investors. The City Council has reviewed and approved a Request for Proposals process to possibly identify a private-sector owner/partner that may be able to assist with the renovation and restoration of these historic landmarks with the eventual transition of both of these buildings back to the private sector.

TAX INCREMENT FINANCING FUND: 5-Year Summary Overview

TAX INCREMENT FINANCING (TIF) FUND CIP 5-YEAR SUMMARY						
	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
Total Project Costs	\$1,581,300	\$1,197,900	\$1,162,000	\$940,100	\$755,200	\$5,636,500
# of Projects	12	10	10	8	9	12



TAX INCREMENT FINANCING FUND: Recommended Projects

	Project	Priority	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	5-Year Total
1	TIF Bond Payments	A	\$196,300	\$193,200	\$194,500	\$195,100	\$195,200	\$974,300
2	Old Courthouse and Sheriff's Office	A	\$550,000	\$389,700	\$437,500	\$ -	\$ -	\$1,377,200
3	Sidewalk Maintenance and Replacement	A	\$50,000	\$50,000	\$40,000	\$40,000	\$40,000	\$220,000
4	Street and Parking Lot Maintenance	A	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
5	Downtown Brick Replacement	A	\$20,000	\$20,000	\$35,000	\$20,000	\$35,000	\$130,000
6	Façade Improvement Program	A	\$25,000	\$25,000	\$25,000	\$ 25,000	\$25,000	\$125,000
7	Replacement of Perimeter Lighting System	B	\$180,000	\$ -	\$ -	\$ -	\$ -	\$180,000
8	Streetscape Improvements	C	\$250,000	\$250,000	\$160,000	\$250,000	\$250,000	\$1,160,000
9	Streetscape Amenities	C	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
10	Streetscape Signage	C	\$10,000	\$10,000	\$10,000	\$ -	\$ -	\$30,000
11	Roundabout Intersection Improvements	C	\$80,000	\$50,000	\$50,000	\$200,000	\$ -	\$380,000
12	Pedway Mural	C	\$10,000	\$ -	\$ -	\$ -	\$ -	\$10,000
Totals			\$1,581,300	\$1,197,900	\$1,162,000	\$940,100	\$755,200	\$5,636,500
# of Projects			12	10	10	8	9	12

TAX INCREMENT FINANCE FUND: Detailed Project Narratives

Project: Tax Increment Financing (TIF) Bond Payments

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$196,300	\$193,200	\$194,500	\$195,100	\$195,200	\$974,300

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2022

Annual Operating Costs: N/A

Project Purpose, Description and Benefit
<p>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.</p> <p>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.</p>

Project: Old Courthouse and Sheriff's Office

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$550,000	\$389,700	\$437,500	\$0	\$0	\$1,377,200

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

Annual Operating Costs: (\$400)

Project Purpose, Description and Benefit
<p>In late 2011 the City of Woodstock approved a transfer agreement obtaining 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 and/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.</p>

A considerable amount of clean-up, building maintenance and structural support work has been done since the City took possession of the buildings. Major projects have included a new water service 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. The largest project to date is the dome restoration work which began in the fall of 2013 and is expected to be completed within the FY13/14 budget year.

Coinciding with the completion of dome repairs is the complete roof replacement for the Old Courthouse building. This project is necessary to maintain the integrity of the building and eliminate further deterioration from rain and inclement weather. While roof repairs may begin late in FY13/14, the project is expected to be completed and; therefore, budgeted in FY14/15 at a cost of approximately \$400,000. In addition to the roof repairs, continued maintenance will be required including HVAC maintenance and general upkeep. Additional masonry, cornice and gable end work will be required in the next fiscal year, as well as continued window restoration. The restoration/replacement of the front limestone steps is planned for FY14/15 and is expected to cost \$15,000. This represents a safety issue as the current steps are in poor condition and in constant need of repairs. The masonry overlay on the steps traps moisture and the heavy usage causes chipping and dangerous trip hazards. This is also a focal point of the building and has been identified as a priority in the City's restoration and renovation efforts.

FY15/16 Funding is requested for continued masonry repairs, window restoration, restoration of gables, soffits, decorative elements, exterior painting, and general maintenance.

FY16/17 Funding is requested for window restoration and storm windows, removal of the addition on northeast corner of the Courthouse, elevator and west entrance conceptual plan, installation of new downspouts for both buildings, and exterior painting.

In January, 2014 the City released a Request for Proposals (RFP) for the acquisition, restoration, preservation and reuse of the Old McHenry County Courthouse and Sheriff's House. The RFP process is intended to identify a partner for these buildings to facilitate a transition back to private hands. If the RFP process proves successful, the costs associated with the maintenance of the buildings may no longer be included within future CIP documents. Until any transition of ownership occurs, the City will continue to move forward with recommended repairs and restoration of the Old McHenry County Courthouse and Sheriff's House.

Project: Sidewalk Maintenance and Replacement

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$50,000	\$50,000	\$40,000	\$40,000	\$40,000	\$220,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

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.

The City's first real program that focused on improving sidewalk conditions and removing trip hazards began in FY10/11 using TIF revenue as a funding mechanism. Four different construction methods were 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 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. This request anticipates a systematic reduction in funding since the City will be entering its fifth year of funding sidewalk improvements in the TIF District.

Project: Street and Parking Lot Maintenance

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: (\$500)

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 "hometown" 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, Opera House, and City Hall are maintained at high standards. However, not unlike the City's overall approach to sound capital improvement planning, funding for downtown improvements should not be limited only to the immediate Square and/or to the brick pavements.

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 utilizes all appropriate 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: Downtown Brick Replacement

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$20,000	\$20,000	\$35,000	\$20,000	\$35,000	\$130,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$500

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. Funds in FY14/15 are requested to allow for the proper repair and replacement of bricks on Benton Street. Future years will be used to continue the maintenance process around the Square and for the annual maintenance of brick crosswalks.

Project: Façade Improvement Program

Priority Ranking: A

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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 in the Historic Downtown Business Preservation 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 Historic Downtown Business Preservation District.

Improvements proposed for funding through the FIP may be subject to specific architectural and design guidelines as identified in the Design Review Guidelines for

Properties in the City of Woodstock Downtown Business Historic Preservation District handbook and review and approval by the Woodstock Historic Preservation Commission. Due to the nature of this program, projects consisting mainly of new construction, business expansion or residential improvements will not be considered.

Applicants are strongly encouraged to meet with the program administrator in the Department of Community and Economic Development before submitting an application to discuss project eligibility and availability of program funds.

Project: Replacement of Perimeter Lighting System

Priority Ranking: B

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$180,000	\$0	\$0	\$0	\$0	\$180,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

Annual Operating Costs: (\$500)

Project Purpose, Description and Benefit

The purpose of this project is to upgrade and expand the permanent lighting system which illuminates and defines the rooflines of buildings fronting 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.

The existing system has been in place since 1983. Crafted entirely by hand, it consists of more than two thousand small 120-volt light fixtures, with each candelabra lamp socket individually wired and press-fitted into a structure of PVC and HPVC plumbing pipe, tee-fittings and elbows. Due to its age, the system requires an increased amount of annual maintenance by Opera House and DPW employees since its wiring and mounting fasteners are failing from moisture, corrosion and UV exposure. Much time is spent each year replacing burned-out light bulbs, and the occasional replacement of failed lamp sockets is more difficult now, as aging PVC components have become brittle and prone to breakage. Large sections of the lighting system have also been damaged by wind and storms in recent years and have, on occasion, fallen to the sidewalk – requiring that they be repaired or remanufactured in the Opera House shop.

This project would entail the replacement of the present system with commercial grade, energy-efficient low voltage LED lighting strips. It would include removal and disposal of the existing equipment followed by the installation of the new system’s power supplies, additions and modifications to the existing electrical service and the installation of new mounting brackets with LED strips by a qualified professional installer. Designed for exterior use, the proposed LED light strips are visually unobtrusive (measuring only 1” high x 1/2” deep), lightweight and weatherproof. The proposed system operates on 12 volts and would consume approximately 1/3 of the

electricity needed by the present system. With a life expectancy of 50,000 operating hours and the current system's usage rate of approximately 500 hours per season, the new equipment could last as many as 100 seasons. Properly installed, the new system should require little or no maintenance for many years to come.

The present lighting system includes both sides of Main St., buildings on most of Cass St., the west side of Johnson St. (not including the Old Courthouse complex), Van Buren St. (not including the original Opera House and its South Addition) and Benton St. between Van Buren and E. Judd Streets. In addition to providing new lighting at these locations, this project would expand the system to complete the north side of Cass St. and add the following areas: the south side of W. Jackson St. to Throop St., the east sides of Johnson and Dean Streets to Calhoun St., E. Jackson and E. Judd Streets, Benton St. between E. Judd and Church Streets and the N/NE façade of the structure at Church St. between Benton and Main Streets.

Project: Streetscape Improvements

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$250,000	\$250,000	\$160,000	\$250,000	\$250,000	\$1,160,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

Annual Operating Costs: \$1,000

Project Purpose, Description and Benefit

Not unlike other downtowns, 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:

FY14/15 - Installation of stone veneer over 50% of the concrete wall surrounding the Park in the Square.

FY15/16 - Installation of stone veneer over 50% of the concrete wall surrounding the Park in the Square.

FY16/17 - Acquisition of property or long term easement for alley improvements between Main and Benton and preparation of detailed plans and specifications.

FY17/18 - Construction of improvements for alley between Main and Benton.

FY18/19 - Design and construction of landscape island and entry feature on Throop at intersection with IL Route 120.

Future improvements that have been identified within 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: Streetscape Amenities

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2019

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.

At the City Council's 2013 Strategic Planning Workshop, staff was directed to investigate the cost of cigarette butt receptacles and formulate an Ordinance requiring liquor establishments to make receptacles available for patrons. This request would include funding to cover the cost of purchasing these cigarette butt receptacles. The Ordinance could stipulate whether the City would provide them free of charge, as a cost share, or full purchase price to be reimbursed by the business owners. Remaining or excess funds would be used to purchase additional or replacement trash cans, planter boxes, and park benches on an as needed basis for use in the downtown area.

Project: Streetscape Signage

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$10,000	\$10,000	\$0	\$0	\$30,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2017

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.

Project: Roundabout Intersection Improvements

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$80,000	\$50,000	\$50,000	\$200,000	\$0	\$380,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2018

Annual Operating Costs: N/A

Project Purpose, Description and Benefit

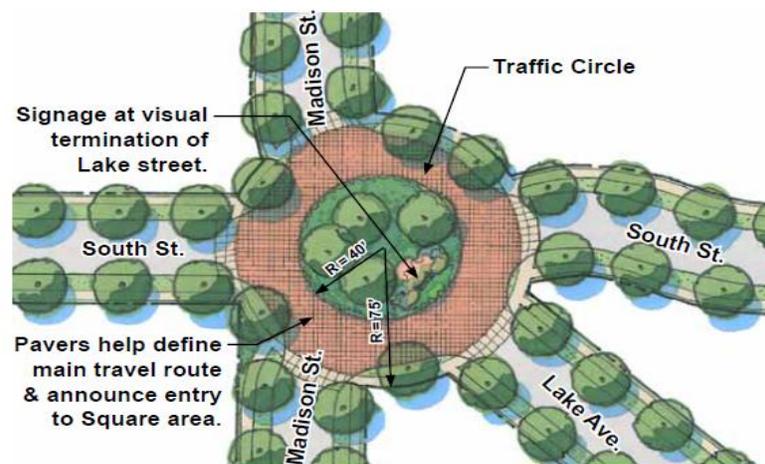
The Woodstock City Council adopted the Woodstock Square Streetscape Guidelines (dated February, 2007) to plan and complete several improvements to downtown Woodstock which has been utilized over the past several years. The use of a Master Plan has allowed the City to already complete several beneficial improvements over a period of time while following a consistent theme and plan.

Following are some of the improvements recommended in the Woodstock Square Streetscape Guidelines which have already been completed:

- Brick replacement program to provide proper maintenance of historic brick pavements;
- Purchase and installation of pedestrian amenities including trash cans, benches, and decorative planter boxes;
- Purchase and installation of wayfinding signage to increase visibility of downtown district and improve access for visitors;
- Installation of information kiosks;
- Streets resurfacing and streetscape improvements on Calhoun Street;
- Streetscape improvements and new decorative lights on Main Street;
- Streetscape improvements around the inner perimeter of the Square;
- New decorative lights around the Square; and
- Construction of streetscape improvements on outer perimeter of Square.

While most of the past improvements have focused on the Square and streets in the central business district, the Woodstock Square Streetscape Guidelines extend beyond the immediate downtown area and include other locations for improvements. One other category in the Guidelines includes perimeter streets. “These streets 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.



Five Point Intersection Treatment- Alt 3

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 2012 and the project was then 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 from federal highway funds.

Detailed design could begin in FY14/15. However, since this project would be federally funded it is anticipated that the design review process would take a minimum of 18 months. Based on the approved design, the City could then begin property acquisition. Once the design has been reviewed, approved, and all land acquisition completed following federal guidelines, construction could be completed in 2017.

Project: Pedway Mural

Priority Ranking: C

Funding Request:	FY14/15	FY15/16	FY16/17	FY17/18	FY18/19	Total
	\$10,000	\$0	\$0	\$0	\$0	\$10,000

Estimated Start Date: May, 2014

Estimated Completion Date: April, 2015

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 downtown. As part of the theatre expansion three structures were demolished which exposed the southern wall of the 231/233 Main Street building, which is in dire need of beautification. It was suggested by a City Council member that a mural should be painted on the wall celebrating the history of Woodstock. Such a design would complement the movie theatre expansion and create visual interest in the pedway.

Project funding is requested for a potential mural project in 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.