

Public Works-Capital Projects Fund

Mission Statement

It is the mission of the Capital Projects Division to provide community facilities and services through a planned program of infrastructure replacements and additions.

Primary Functions → The primary functions of the Capital Projects Division include:

- Planning, development, and management of the City's five-year Capital Improvement Program. This includes setting priorities for infrastructure repair, replacement, and expansion of various facilities, including parking facilities, surface transportation, storm water management, sanitary sewers, and water distribution and production.
- Meeting with various local, state, and federal agencies to secure funding for major projects. This includes preparing grant applications for grant funding to reduce the local public financing burden.
- Implementing projects through negotiation of professional engineering and architectural contracts, preparation of bid specifications for competitive public bidding, administration of consultant and contractor payments, and preparing capital project information to the general public.
- Coordinating administrative activities associated with capital improvement projects, including the development of intergovernmental agreements, the acquisition of right-of-way, the conducting of public meetings, the notification of residents and businesses, the preparation and approval of final project plans and specifications, the recommending of contract awards, and the approval of project related payments and contract change orders.

2007 Accomplishments

- Arterial / collector road projects for 2007 include the reconstruction of majority of Harrison Avenue from Alpine Road to Mulford Road, the overlay of Harrison Avenue from Ohio Parkway to Alpine Road, and the first phase of the Harrison Avenue Bridges (over UP&CN Railroads) replacement.
- The successful 2007 Road Referendum provided a new five-year revenue stream utilizing an increased Sales Tax (1%). Previous road referendums typically utilized general obligation bonds (GOB) as the funding source. The approval of the Sales Tax by the Illinois legislature (as required considering that Rockford does not have Home Rule powers) in June allowed the City to begin collections on July 1, 2007. Based on this late collection date, work outlined for the arterial system in 2006 and 2007 was again delayed until 2008.
- Working with the Illinois Department of Transportation (IDOT), the City was able to keep the U.S. 251 reconstruction (Kishwaukee Street) from Harrison Avenue to 15th Avenue on track for late 2007 through 2009. IDOT let the project in late summer and awarded the contract in the fall of 2007. This project is expected to be phased in over a two-year period and will include a new surface, several new turn lanes, and a wider cross section. In

Public Works-Capital Projects Fund

conjunction with this project, the City has initiated a project to re-locate the overhead utilities in the corridor.

- The City was able to complete the West State Street Crossover Project in 2007. This project created a bypass on the south side of the new Winnebago County Justice Center that connects West State Street to Chestnut / Walnut Streets. This bypass provides an alternate route to move traffic exiting the downtown core around the West State-East State Street corridor.
- Based on the late sales tax collection noted above, the City was able to undertake a Neighborhood Street Program in 2007. The 2007 program included approximately 183 blocks of overlay across the City's 14 wards. The Department was able to complete rehabilitation to several alleys in 2007, and did fund the 50 / 50 sidewalk program and inlet repair program.
- The majority of the Phase 1 Engineering for the North Main & Auburn Street Roundabout was completed in 2007. This included the evaluation of potential alternatives, submission of the formal intersection design study (IDS) and extensive interaction with the IDOT. The City conducted the first two open houses for the project in November 2007.
- The City was able to work with the design consultant to complete the Project Development Report (PDR) for the Morgan Street Bridge. This report was submitted to IDOT and the Federal Highway Administration (FHWA) for review.
- The land acquisition phase of the West State Street Corridor project continued in 2007. The City was able to acquire approximately 15 additional properties, and initiated the demolition of ten former residential structures within the corridor. The West State Street Corridor project is an IDOT lead project, with the City supporting the land acquisition functions. We continued to work with IDOT in the completion of a relocation plan for five churches and a funeral home in the corridor, and provided data for inclusion in the Environmental Assessment (EA) document being assembled by IDOT.
- The Conceptual Design Phase of the Riverwalk – Museum Campus project was completed in 2007. Three community workshops were held to collect and integrate public comments into the conceptual design. The project entered the Phase I Engineering phase at the end of 2007.
- The Stormwater / Flood Control category has experienced significant investment the second half of 2007. The August 7, 2007 flood of the Keith Creek watershed was the second such devastating event in the last 1½ years. The City decided to move forward with funding the Alpine Dam - Emergency Repairs project after funding from the U.S. Army Corps of Engineers (ACOE) never materialized. Several additional stormwater / flood control projects began in the second half of 2007:
 - The City initiated the design of remedial measures to relieve the Harmon Park flooding (Rolling Green area).
 - The contract for the Stormwater Management Master Plan (the last previous planning was done in 1985) was awarded. This project is expected to complete a comprehensive assessment of our stormwater / flood control system and provide guidance to improve

Public Works-Capital Projects Fund

flooding impacts in those areas of the City that were impacted during the 2006 & 2007 events.

- A joint project with Winnebago County to complete the County-Wide Hazard Mitigation Plan was initiated in late 2007. This plan is required to seek additional federal and state funding. A specific “Project Application” (again required to seek state and federal dollars) was started in late 2007 and is expected to be completed by the end of January 2008.
- The ACOE, after pressure from our Federal and State legislative delegations, has extended a contract to the City to complete an analysis of the South Brach of the Keith Creek watershed. Although the contract with the ACOE will not be complete by the end of 2007, substantial work was undertaken to prepare the project scope and understanding, and contract documents in the 4th quarter of 2007.
- The Department of Public Works, in conjunction with the Community Development Department completed the Envision North Main project. This effort culminated in the issuance of a Corridor Plan for the North Main corridor from Myott/King to Riverside Boulevard. The DPW also teamed with the Community Development Department to launch the Kishwaukee Corridor Plan in the 4th quarter of 2007. This important study will provide a comprehensive marketing analysis of the corridor, as well as provide land use alternatives for the revitalization of the Kishwaukee corridor.
- Due to the lack of a State capital plan, little progress was made in 2007 in advancing the IL Route 2 Gateway (South Main) project, or the reconstruction of Alpine Road (Spring Creek to Riverside).
- Staff completed the general call for Statements of Qualifications (SOQs) in 2007. The City received SOQs from over 85 firms across 16 categories of expertise. The 2007 effort included expanded categories to include arterial corridor planning, riverfront development, and lighting plans. The completion of the process will allow the retention of design consultants for 2008 - 2009 arterial projects, water main projects, residential re-constructions, biennial bridge inspection, and other transportation, nuisance drainage, alley reconstruction, and enhancement projects.

2008 Goals and Objectives

- Installation of final landscaping and lighting for the Harrison Avenue project (lighting: 20th to Mulford; landscaping Alpine to Mulford).
- Construction has begun on the two-year Harrison Avenue bridges project (over the CN/UP Railroad) located approximately one mile west of Alpine. The majority of the southern bridge was completed in 2007. The northern bridge is scheduled for replacement in 2008.
- Continue land acquisition and demolition activities throughout 2008 for the West State Corridor project.

Public Works-Capital Projects Fund

- The City has initiated the preparation of right-of-way plats and easement for the second phase of the Harrison Avenue project, spanning 20th Street to 11th Street.
- The design engineering for the North Main & Auburn Roundabout continues in 2008. The City anticipates completing Phase I Engineering in early 2008, with work commencing on the Phase II design in the summer / fall of 2008.
- 2008 will mark the return of the substantial arterial program that has been absent due to the 2006 referendum defeat. Ethel Avenue (resurfacing); Ogilby Road (resurfacing), Rural Street – Prospect to U.S. 251 (resurfacing); Rockton Road – Riverside to north of Wesley Willows (Reconstruction); and Trainer Road – Thomas Parkway to Riverside (resurfacing) will be completed in 2008.
- Pending final land acquisition, the Kishwaukee Bridge Project (15th Avenue to 10th Avenue) will commence in 2008. This project includes the widening of Kishwaukee to match the State's project (Harrison to 15th Avenue), the installation of a new bridge over Keith Creek, reconstruction of a new entrance into the Joseph Behr scrap yard, and the expansion of 10th Avenue Park.
- Design engineering for the construction of the Logistics Parkway extension will be undertaken in 2008.
- The City expects to enter into an agreement with the U.S. Army Corps of Engineers to initiate the Keith Creek Watershed Feasibility Study. This study will provide an essential component of both our short term and long range storm water / flood control investment throughout the life of the 5-Year CIP.
- The City expects to make great strides in other stormwater / flood control projects in 2008, including progress on the Stormwater Management Master Plan, Harmon Park Drainage project, Alpine Dam – Emergency Repairs, and several nuisance and regional drainage initiatives.
- Significant progress is expected in the conceptual design related to the Riverwalk projects, both associated with the Riverfront Museum Campus expansion, and the section between the Waterworks Lot and State Street Bridge, and the area between the State Street bridge and Chestnut Street bridge.
- For the first time since 2005, the City will undertake a fully funded Neighborhood Streets (Resurfacing) Program in 2008. It is expected that approximately 20 – 25 linear miles of neighborhood streets will be resurfaced in 2008. Based on project parameters in past years, it is expected that 2008 will also include a robust alley program.
- The Department philosophy for the 2006 (referendum defeat) and 2007 (scaled back program due to late sales tax receipts) was to take whatever limited funds available and continue to investment in the street maintenance program. With a stable funding stream available in

Public Works-Capital Projects Fund

2008, the CIP will include fully funded ADA handicapped ramps, 50/50 sidewalks, concrete patching, crack sealing, inlet repairs, pavement marking, and railroad crossing programs.

- The 2008-2012 CIP will include several new programs, including the following:
 - A local bridges program (smaller, local bridges that are typically outside of the State and Federal funding allocations).
 - Urban forestry program (restoration of the urban canopy, and funds to create a canopy inventory).
 - A stand alone sidewalk construction program (primarily for arterials without sidewalks, such as East State Street, but also to fill in gaps in neighborhoods where total sidewalk replacement or development are warranted).

- An Economic Development category has been established to provide limited funds for infrastructure development / improvements in areas where job creation / retention are a priority.

Budget Summary

PUBLIC WORKS CAPITAL PROJECTS DIVISION BUDGET SUMMARY						
APPROPRIATION	<u>2006</u> <u>ACTUAL</u>	<u>2007</u> <u>BUDGET</u>	<u>2007</u> <u>ACTUAL</u>	<u>2008</u> <u>BUDGET</u>	<u>INCREASE</u> <u>(DECREASE)</u>	
PERSONNEL	\$998,049	\$1,327,736	\$991,524	\$1,340,330	\$12,594	
CONTRACTUAL	2,999,861	224,090	4,865,990	190,710	(33,380)	
SUPPLIES	24,349	5,150	242,333	5,300	150	
OTHER	541,363	338,750	911,300	666,400	327,650	
CAPITAL	<u>16,003,645</u>	<u>34,104,274</u>	<u>22,048,422</u>	<u>19,297,260</u>	<u>(14,807,014)</u>	
TOTAL	<u>\$20,567,267</u>	<u>\$36,000,000</u>	<u>\$29,059,569</u>	<u>\$21,500,000</u>	<u>(\$14,500,000)</u>	
ACTUALS EXCLUDE WATER AND PARKING PROJECTS; THESE ARE TRANSFERRED TO THEIR RESPECTIVE FUNDS.						
STAFFING REVIEW	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>INCREASE</u> <u>(DECREASE)</u>	
ENGINEERING	4.70	4.50	4.50	4.50	0.00	
CAPITAL PROJECTS	<u>12.80</u>	<u>15.80</u>	<u>15.80</u>	<u>15.80</u>	<u>0.00</u>	
TOTAL	17.50	20.30	20.30	20.30	0.00	
FUNDING SOURCE			<u>2007</u> <u>AMOUNT</u>	<u>2007</u> <u>PERCENTAGE</u>	<u>2008</u> <u>AMOUNT</u>	<u>2008</u> <u>PERCENTAGE</u>
BOND & CERTIFICATE PROCEEDS						
GENERAL OBLIGATION BONDS			\$23,000,000	64.0	\$0	0.0
GENERAL OBLIGATION-ALTERNATE			0	0.0	0	0.0
WATER REVENUE BONDS			<u>3,500,000</u>	<u>10.0</u>	<u>0</u>	<u>0.0</u>
SUBTOTAL			26,500,000	74.0	0	0.0
CURRENT REVENUE						
STATE MOTOR FUEL TAX			4,000,000	11.1	4,000,000	18.6
LOCAL SALES TAX			3,000,000	8.3	16,000,000	74.4
OTHER GOVERNMENTS/PRIVATE			0	0.0	0	0.0
INTERFUND TRANSFERS			<u>2,500,000</u>	<u>6.9</u>	<u>1,500,000</u>	<u>7.0</u>
SUBTOTAL			<u>9,500,000</u>	<u>26.3</u>	<u>21,500,000</u>	<u>100.0</u>
TOTAL			<u>\$36,000,000</u>	<u>100.0</u>	<u>\$21,500,000</u>	<u>100.0</u>
APPROPRIATIONS AND REVENUES MAY NOT MATCH DUE TO MULTIPLE YEAR FINANCING OF CAPITAL PROJECTS.						

Public Works-Capital Projects Fund

Budget Analysis

For the City, the first year of the five-year capital improvement program becomes part of the current year's budget. Accordingly, the City Council annually determines the composition of the program and includes it when considering the current year's total resources and need. The capital improvement effort is funded by a mix of current revenues from a variety of sources and bond proceeds that are repaid from property taxes, water revenues, and abatements.

The 2008 work program consists of \$20.0 million for transportation and economic development and \$1.0 million for water for new projects. Ongoing projects, already funded in previous years, will continue and incur expenses in 2008 as well. The water program fell slightly behind in 2007 and will spend 2008 catching up on projects related to the \$75 million Water System Rehabilitation Plan. A \$30 million bond issue, originally planned for 2007, was initially delayed until 2008. However, with the City's potential participation in a State loan program, bond issuance for the Water Rehabilitation project is to be determined.

The proposed water system improvements include construction of 10 treatment plants at various well sites, installation of two wells, and construction of about 15 miles of trunkline water main. The project is being done to address several problems including low water pressure, discolored water, and the requirement to remediate radium levels at five wells. Three positions, a water program manager, engineering technician, and account clerk, were added in 2006 to assist overseeing the rehabilitation program.

For 2008, no bond issues are planned. In 2007 bond proceeds provided \$26.5 million, or 84.8% of the financing, \$9.0 million more than the previous year's proceeds of \$17.5 million.

The current program revenues for 2008 are at \$21.0 million, which is 100% of the total revenues. A new local sales tax replaces the annual street bond referendum and provides \$16.0 million in revenue. State motor fuel tax revenues remain stagnant.

The CIP Fund will purchase \$166,400 in direct services from other City departments such as Legal, Community Development, and Finance.

Water bonds are repaid by water system revenues. Water rates increase higher than usual over the next three years to finance system improvements.

In 2007, the CIP Fund spent \$29,059,569 or 83.0% of its budgeted allocation. In the past several years, 68% to 138% of the budget has been spent.

Public Works-Capital Projects Fund

Five Year Financial Forecast

The 2009-2013 five-year forecast assumes that the City will continue to have a balanced capital replacement and construction program funded by a variety of resources, both long and short term.

CAPITAL PROJECTS FUND 2009-2013 FINANCIAL FORECAST (IN 000'S)

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Revenues	\$22,145	\$22,100	\$22,763	\$23,446	\$24,149
Expenses	<u>22,145</u>	<u>22,100</u>	<u>22,763</u>	<u>23,446</u>	<u>24,149</u>
Excess (Deficit)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Beginning Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Personnel Review

PUBLIC WORKS CAPITAL PROJECTS DIVISION				
BENEFITS AND SALARIES		2007	2008	INCREASE/ (DECREASE)
SALARY		<u>BUDGET</u>	<u>BUDGET</u>	
PERMANENT		\$843,410	\$848,171	\$4,761
TEMPORARY		26,400	26,400	0
OVERTIME		17,000	17,000	0
MERIT PAY		15,551	16,051	500
SALARY ADJUSTMENT		<u>23,327</u>	<u>19,575</u>	<u>(3,752)</u>
TOTAL SALARIES		<u>\$925,688</u>	<u>\$927,197</u>	<u>\$1,509</u>
BENEFITS				
IMRF RETIREMENT		\$156,014	\$157,317	\$1,303
UNEMPLOYMENT TAX		995	995	0
WORKMEN'S COMPENSATION		9,473	5,976	(3,497)
HEALTH INSURANCE		228,646	241,925	13,279
LIFE INSURANCE		1,232	1,232	0
PARKING BENEFITS		<u>5,688</u>	<u>5,688</u>	<u>0</u>
TOTAL BENEFITS		<u>\$402,048</u>	<u>\$413,133</u>	<u>\$11,085</u>
TOTAL COMPENSATION		<u>\$1,327,736</u>	<u>\$1,340,330</u>	<u>\$12,594</u>
POSITION TITLE	POSTION <u>RANGE</u>	2007 <u>EMPLOYEES</u>	2008 <u>EMPLOYEES</u>	INCREASE/ (DECREASE)
CITY ENGINEER-ENGINEERING SERVICES	E-11	0.30	0.30	0.00
CITY ENGINEER-CAPITAL PROJECTS	E-11	0.50	0.50	0.00
CONSTRUCTION PROGRAM MANAGER	E-11	1.00	1.00	0.00
SENIOR CIVIL ENGINEER	E-10	1.00	1.00	0.00
WATER PROGRAM MANAGER	E-11	1.00	1.00	0.00
STORM WATER PROJECT MANAGER	E-8	0.50	0.50	0.00
PROJECT MANAGER	E-8	2.00	2.00	0.00
SENIOR CONSTRUCTION TECHNICIAN	E-6	1.00	1.00	0.00
SENIOR ENGINEERING TECHNICIAN	E-6	4.00	4.00	0.00
ENGINEERING TECHNICIAN	E-5	2.00	2.00	0.00
SENIOR ACCOUNT CLERK	A-21	0.50	0.50	0.00
SENIOR CLERK	A-19	<u>2.00</u>	<u>2.00</u>	<u>0.00</u>
TOTAL PERSONNEL		<u>15.80</u>	<u>15.80</u>	<u>0.00</u>