

Crystal Lake Township Planning Commission
Capital Improvement Plan
January 30, 2017 10:00 A.M. at the Township Hall

Present: Herd, Wright, Ferris

The 2016 Capital Improvement Plan was reviewed. Progress was noted in almost all areas of the plan, but the list accomplishment of last year's goals was not complete and some line items will carry over into 2017.

It was decided that previous discussions of technology upgrades did not come under the purview of Capital Improvements after all; the committee vowed to focus more on improvements are/will be permanent to the buildings or grounds. In order to better focus, it was also decided that, most importantly, goals for the hall and grounds should lead us to make better use of office, voting and meeting space, for the both the pleasure and the safety of those who work in and visit the building, and to provide better access to the Township Hall. Goals for the cemeteries should be to upgrade the aesthetics, and to increase organizational features to ease the routines of those who work there, as well as those who bring their friends and family to rest there.

Plans to reconfigure the front entrance were explored but enclosing the small porch areas was not financially or physically (lack of interested contractors) possible. Upon closer inspection of the chimney, it was decided repair was not recommended. The flagpole light was procured, but is insufficient. The staff has not had the time to plan for the building addition, nor make improvements to exterior trim and interior features such as carpet. However, Ferris also reported that she continued to receive feedback from the community in regard to other capital improvements to the Township hall and grounds, particularly the addition of more working space and a "wing" building off to the east of the present hall.

Township Hall & Grounds

2016 Accomplishments:

- hot water was installed in the bathroom
- new and working shades were procured for windows
- there was better delineation of the driveway where it meets Airport Road
- many twp roads greatly and systematically improved
- light on flagpole
- creation of schedule log for annual maintenance chores and long-range planning
- repair of outdoor bulletin board

- 2017/Future Recommendations:
- the expansion of office space
- aesthetic improvements to the outdoors, i.e. painting of outside trim, and landscaping
- parking lot lighting
- aesthetic improvements to indoors, i.e. new paint and carpet
- switching of bathroom location for ADA compliance
- removal of old chimney
- new pump/well house cover
- continuing financing /facilitating repair of township roads
- relocate and update flagpole

Cemeteries

2016 Accomplishments:

- more landscaping improvements i.e. trimming of trees and bushes
- the purchase of new corner markers (as yet not installed) to better mark grave boundaries
- the sectioning off of a certain area in the NE corner of North Cemetery where litter and paraphernalia found indicates drug and other nefarious activities take place.
- new pump purchased and installed

2017/Future Recommendations:

- a new door configuration for the North Cemetery storage Building (damaged by a volunteer driving the golf cart into it)
- signage at both cemeteries (partially dictated by insurance company's risk management suggestions)
- consider landscaping improvements to provide more communal color (as plastic flowers and other artificial, non-organic decorations have been banned from adorning graves)
- facilitate "green" burials
- improving/updating maintenance equipment

Signed,
Amy Ferris
2/13/2017