



Village of Poplar Grove – Board Meeting Memo

Kristi Richardson
David Howe

9/30/25

****Subject:****

West Grove Park Improvements

1. Background:

West Grove Park is a 3.16 acre public park located in the West Grove subdivision on Chandan Drive. Currently this park contains a play structure designed for kids 7 or under, a pavilion that houses 3 picnic tables, and a structure to house a port-a-potty.

2. Current Status:

The proposal in the packet outlines the additional of 2 other play structures. (1) a climbing structure for ages 5-13, (2) a set of 4 swings – 2 for kids and 2 for toddlers/babies

Expected timeline would be an installation late April / early May 2026

3. Fiscal Impact:

Cost as presented is \$60,705 – this includes a matching grant savings of \$15,225.90, installation, excavation of the area, and play equipment.

\$30,000 was budgeted in the FY26 budget.

Additional potential cost savings of \$7,737 to purchase rubber mulch in-house and additional installation savings of \$2,000 to install the rubber mulch via in-house public works staff.

4. Legal Review (if applicable):

N/A

5. Recommendation:

Recommendation to board to proceed with purchase and installation, maximizing the potential cost savings of purchasing and installing rubber mulch in-house. Due to expected timeline the payments would cross two (2) fiscal years. Thus, budgeting the remaining balance of \$21,000 in FY27.

6. Supporting Documents (if applicable):

☐ Attached – Proposal from Cunningham Recreation

☐ Not Applicable

****Signature:****

Kristi Richardson – Village President