



Agenda
Village of Glen Ellyn
Regular Workshop Meeting
Monday, October 16, 2017
7:00 PM
Glen Ellyn Civic Center, Room 301

Village Board Workshop Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact the Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Audience Participation

1. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, address and the group they are representing prior to addressing the Village Board.

E. Civic Center Master Plan/Innovation DuPage - College of DuPage Update (Presented by Village Manager Franz) (Discussion Only)

1. Village Manager Mark Franz will present the Civic Center Master Plan in conjunction with an update on Innovation DuPage - COD (Discussion Only)

F. Annexation Strategy - Northeast Village Limits (Presented by Planning and Development Director Hulseberg) (Discussion Only)

1. Planning and Development Director Hulseberg will present the Village's Annexation Strategy - Northeast Village Limits (Discussion Only)

G. Budget Wrap-Up (Presented by Finance Director Coyle) (Discussion Only)

H. Other Items

I. Motion to adjourn to Executive Session for discussion concerning salary schedules for one or more classes of employees without returning to open session thereafter.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 10/16/17 07:00 PM
Department: Administration
Department Head: Lindsey Kaminsky
Category: Discussion Item
Prepared By: Lindsey Kaminsky

SCHEDULED

AGENDA ITEM (ID # 2911)

DOC ID: 2911

Village Manager Mark Franz will present the Civic Center Master Plan in conjunction with an update on Innovation DuPage - COD (Discussion Only)

Background

Over the last year, the Village and College of DuPage (COD) have been exploring potential opportunities to utilize space in the Civic Center for two separate new business functions: COD's Center for Entrepreneurship and their emerging partnership with Choose DuPage/Rev 3 incubator group. (It should be noted that Choose DuPage is the Economic Development arm of DuPage County.) COD has been interested in expanding business outreach programs and researching ways to create an innovation center concept and is interested in locating both in the Civic Center, including their Center for Entrepreneurship (current P&D Department as well as a part of the 3rd floor of the Civic Center) and the Innovation DuPage Center (back of the Police Department and garage). Some years ago, the Village had identified as a Strategic Goal, to partner and develop a COD presence in the central business district (CBD). Partnering with COD, the County, Choose DuPage, Rev 3 and localizing this in the CBD, near the train station and steps away from Main Street, would appear to provide a great advantage to our downtown businesses, our business partners, and the overall community.

In July, the Village Board approved an MOU with the College of DuPage to allow the Village's architect (Dewberry) to design and cost out potential improvements to the Civic Center. These improvements would allow COD and Choose DuPage/Rev 3 to co-locate and create Innovation DuPage (ID) which has been recently launched as an innovation center for the county. As you recall, COD is paying for the costs to design and cost out potential tenant improvements and they would be responsible for all costs associated with these improvements.

At the meeting in July, the Village Board expressed some concerns about the future of the Civic Center, the framework for a partnership with COD/Choose DuPage and requested a more comprehensive master plan for the Civic Center. We hired Dewberry to finalize design plans for relocating and improving Village operations as well to design tenant improvements for ID in the Civic Center and determine costs for the following:

1. Village Costs to renovate the building for Village operations for front of Police; expanded Finance, and 2nd floor improvements in the former finance space
2. Tenant Improvements for ID for back of Police and current P&D Space
3. Shared Spaces
4. Parking Lot Analysis (Completed over next few weeks-November/December Workshop)

Over the last few months, we have been utilizing a Work Group consisting of President McGinley, Trustee Pryde, Village staff, Dewberry, COD representatives and Rev 3. This group has been helpful in sharing ideas and concerns, working towards maximizing the space in this building and

working towards making long term improvements that will help sustain the Civic Center for the future. Staff is prepared to provide a comprehensive update to Village Board at this time and are suggesting the following detailed agenda for the Village Board Workshop:

1. Innovation DuPage (ID) and Center for Entrepreneurship (Joe Cassidy)
2. Overall Design of ID Space (Brian Meade)
3. Master Plan Update (Brian Meade)
 - P&D Space/Finance Space/Admin Space/Village President Space
 - Community Space
 - Parking Update
 - Final cost Estimates - Facility Reserve Fund + CY16 Surplus
4. Village and COD or ID Partnership (Mark Franz)
 - Framework of IGA
 - COD and County (Choose DuPage Board) Approval/Timing
5. Next Steps (Mark Franz)
 - Need direction to draft IGA with 501C3 or COD
 - IGA-Part 1: Construction Terms
 - ü Architectural Services
 - ü Determine Construction Model - One GC for entire project
 - IGA-Part 2: Operating Terms

The purpose of the meeting is to provide an update on this project, review the master plan, and check in with the Village Board on their comfort level to continue to move forward. Dewberry will present the master plan to the Village Board and review cost estimates for the Village renovations. The costs for ID will not be available for a few more weeks, but we do hope to get an estimate for the 2nd Floor Finance and shared spaces, which would be part of the Village renovation plans, by Monday's meeting.

Innovation DuPage (ID) Update

Over the last few months, staff and Board members have been hearing more about this exciting concept. COD seems committed to moving forward and is working in partnership with the Village by inviting Village representatives to investment meetings, board meetings, and internal meetings. With any good partnership, both parties have committed to evaluate this opportunity fully and pledge to continue to communicate well throughout the process. COD has shared with us the following economic impact of College of DuPage since its establishment 50 years ago.

- With over one million students educated and trained, College of DuPage has been positively impacting workforce and economic development.
- College of DuPage increased its economic development efforts in 1979 with the creation of the Business and Professional Institute (now Business Solutions) and the Center for Workforce Development (now Center for Entrepreneurship) in 1984.
- The Center for Entrepreneurship (Small Business Development Center, International Trade Center and Procurement Technical Assistance Center) supported regional business in securing \$192.0 million in contracts, \$4.7 million in exports and \$9.5 million in capital and loans in FY15 and FY16.

Borrowing from the success of 1871 in Chicago (a Chicago based business incubator and accelerator), College of DuPage and its partners are uniquely positioned in the well-resourced, international business corridor that is greater DuPage County. While private investors invest capital in startup and continuing small businesses through the innovation center, all public and private sector partners will provide expert mentors with real world business experience. College of DuPage will work with other educational institutions to provide programming that will advance regional entrepreneurial capabilities. Choose DuPage and Rev3 will connect the innovation center to the larger County while supporting a business incubation pathway through hundreds of annual events. COD/Rev 3 staff are projecting 4,000 visits a year to the ID and will be further reviewing these numbers over the next week. This activity generator will certainly drive some new and future business to the CBD as well as provide small business support for the local business community in a convenient, downtown location. COD is extremely interested in Glen Ellyn's Civic Center location for the following reasons:

- More visibility for their new and enhanced Business Development concepts
- Raise the profile of Rev 3 and Choose DuPage (County)
- Downtown location, in the center of the county, near a train station provides them a competitive advantage over other incubators/accelerators
- More favorable lease terms for the Center for Entrepreneurship (Saving tax \$)
- Close proximity to COD campus and additional resources

COD has already developed a preliminary budget and funding plan and is actively seeking capital investors. It appears that the Innovation DuPage (ID) is going to happen, it is simply a matter of where and when. Attached is some information on COD's vision as well as their budget for the launch of Innovation DuPage concept (**Attachment 1**).

Master Plan Update

Brian Meade from Dewberry will present the Master Plan for the Civic Center, provide a high level summary of plans to improve the workflow and adjacencies of offices and public space throughout the building. The Master Plan is attached for your review (**Attachment 2**). In addition, cost estimates were received from two different General Contractors, Leopardo and RC Wegman, to ensure these numbers are reasonable and consistent. Finally, the following design plans are attached for information:

- Glen Ellyn Civic Center Renovation Study (**Attachment 3**)
- Innovation DuPage Tenant Improvement Study (**Attachment 4**)

Cost Estimates

Attached is a history of different cost estimates for Civic Center renovations staff has received over the last few years (**Attachment 5**). Through value engineering and scope modifications, we have reduced the cost estimates for our portion of the building, plus have an opportunity to make some significant improvements to other areas at COD's expense. Given our plans to be in the building long term, making a more comprehensive investment throughout the building is beneficial. Even if ID relocates, the improvements to their areas are permanent improvements which could be

repurposed.

Area	Cost Estimates
Finance	\$ 271,095
P&D-Option 1	\$ 324,481
P&D-Option 2	\$ 458,336
Admin	Unknown
Shared Spaces	Unknown
Other	Unknown
FFE	\$ 48,500
A/E Fees	\$ 72,500
<u>Add FFE & Fees</u>	<u>Unknown</u>
Total-Option 2	\$ 850,431

Dewberry provided two different options for the P&D relocation, one based on using existing office layouts which is more inexpensive and the other maximizing the space and office efficiencies.

Option 1 would require some of the space that COD is requesting as part of their first floor renovations. Therefore, staff is recommending that we focus on Option 2 and have requested that COD pay for the cost differential between Option 1 and 2 (\$135K). This and additional negotiations about shared space and other costs are ongoing with COD, but we are confident that we will be able to finalize an agreement. Lastly, the Work Group has also developed a tentative phased approach to ensure these potential plans would have minimal impact in our day to day operations as well as complete larger areas of the building together to realize some economies of scale on construction mobilization. The phased approach is as follows:

- Phase I - Entire 1st Floor (Cashier to relocate to Clayton)
- Phase II - 2nd Floor and 3rd Floor (Admin to relocate to Clayton)

Funding Plan

Staff has been slowly building reserves in the Facilities Reserve Fund in preparation for some renovation of the Civic Center, particularly given the fact that the Village did not include any of these costs in the debt that was issued for the Police Station. Staff believes that the Facilities Reserve Fund can absorb the majority of the expenses through these funds; however we would likely need to repurpose the entire CY16 surplus (\$548K) and an increase to the General Fund contribution to the Facilities Fund of \$50K over the next few years in order to complete this work in a timely fashion. Since COD/Innovation DuPage wants to move quickly, the Village may save time and money by mobilizing once. Attached is the five year Facilities Reserve Fund including the CY16 Surplus, which would provide close to 100% of expected renovation costs (**Attachment 6**). Obviously the Village Board still needs to discuss how best to use these funds. Staff may learn more about this direction at the 10/12 Budget Workshop.

Civic Community Space

Another concern that has been raised is a potential loss of shared “community” space. As part of the Master Plan, staff evaluated community space currently and with the proposed plan. Below is a

brief summary:

Civic Center Community Space Analysis				
<u>Square Foot Assessment</u>				
	<u><i>As of 1/1/17</i></u>	<u><i>Proposed</i></u>	<u><i>Difference</i></u>	<u><i>Notes</i></u>
1st Floor	1167	247	-920	
2nd Floor	5897	5897	0	No change in community space
3rd Floor	<u>2610</u>	<u>3011</u>	<u>401</u>	Village Attorney Office=Public Space
Total	9674	9155	-519	Net loss of sq./footage
Police Station	<u>0</u>	<u>1200</u>	<u>1200</u>	New Community Room
Overall Total			681	Net new sq. footage Village Wide
<u>*Additional Village Space has been added over last 10 years (Historical Society and Village Links)</u>				

Other Potential Partners

In preparation for the Police Department relocation out of the Civic Center and into their new space at 65 S. Park, staff explored alternative ways to utilize available space. Staff has had various conversation with the Chamber, the Park District, YMCA, School District, and others, but the most promising partnership has been with COD. Staff continues to approach the Civic Center renovation plan with an open mind and have talked to a number of different entities including:

- YMCA: Interest in gym space and community rooms in evenings
- Park District: Interest in gym and possibly relocating administration (very preliminary)
- School District: ADA accessibility issues, not conducive for early education center

Staff is working with the YMCA and Park District on gym uses, and possibly some weekend opportunities. We have recently learned about a Park District/SD 41 concept this week, involving the Park District relocating into the Civic Center, but staff has no real details on that option as of now.

COD/Choose DuPage has been interested for many months and seem committed for the reasons mentioned above. In short, COD has been much more motivated than other entities. Over the last two years, the Village and COD have looked for partnership opportunities and are working together in a number of ways now that the IGA amendment was approved and we have normalized our relationship. On this project, they approached us about potential locations for this innovation center and we toured other possible downtown locations. However, the Civic Center has been their preferred choice all along. They have requested an MOU to design areas of the building, received our Village Board authority to proceed with potentially making a \$1.5M investment in this property, and are now awaiting further authority to proceed. Other ideas may present themselves, but could stall out for a number of reasons. The COD concept deserves our full attention since this is the

only real option on the table and likely will bring the biggest benefit to the CBD.

Opportunity for Village of Glen Ellyn

With the master plan for the Civic Center completed, staff is anticipating having to budget for \$1M to \$1.2M to complete various renovations to maximize the use of Civic Center space and make room for the Innovation DuPage (Budget note: Staff does have a plan to pay for this from the Facilities Maintenance Reserve Fund). Through an IGA, Glen Ellyn and COD would be able to create a framework to share space and enter into contracts for architectural and construction services. No major work has taken place in the Civic Center for years and whether we partner with COD or not, the Civic Center needs a significant investment to maximize efficiency and productivity.

Beginning in 2016, the Village and COD normalized our relationship and set forth on a path to collaborate and partner in a number of ways. Sharing space in the Civic Center was one opportunity that was discussed. The previous Village Board directed staff to pursue this prospect fully. The potential benefits of partnering with COD and bringing the Innovation DuPage into the Civic Center are immense including:

- Innovation DuPage would generate activity in the CBD, with business lunches, dinners, and other activities. More people downtown = more vitality; and a COD presence in the CBD has been a goal of the Village Board, off and on, for decades.
- COD is willing to spend \$1.5M to renovate the Civic Center; this investment would be permanent even if the partnership does not work out. Their investment would also repurpose fairly unusable space, such as old jail cells, and turn it into space that could be repurposed should they leave.
- This project appears to have the support of County, Choose DuPage, COD, Chamber, and Downtown Alliance.
- This project also provides small business development to Glen Ellyn businesses, as well as county-wide businesses, at a convenient location
- This concept will provide a branding opportunity for Glen Ellyn as an innovative hub.
- The Village already partners with the library, Chamber and Alliance to offer unique training opportunities to our existing businesses. Having the Center for Entrepreneurship and SBDC in the Civic Center provides more opportunities to strengthen Glen Ellyn's diverse business base.
- The Center for Entrepreneurship and SBDC as well as Rev 3 are projected to generate approximately 4,000 visitors at their offices based on current numbers. These entrepreneurs are potential new customers and diners to Glen Ellyn.
- This could establish Glen Ellyn's CBD as a small business center and grow our office market.
- This partnership strengthens the relationship between the Village and COD, one of our greatest community assets, can only help the community.

IGA Framework

Staff is looking for direction to continue drafting an IGA with COD/501c3 entity. We have begun to discuss some business terms, but have much more to discuss. The framework of the agreement would include:

- 10 year Agreement, with a reopener after five years to confirm fixed fee costs
- Construction Cost Sharing and Design Costs Sharing
- Cost allocation for shared space and meeting rooms
- Develop a shared parking arrangement
- Determine hours of operation and security, signage, etc.
- Fixed Rate monthly: utility costs split out per square footage, custodian, parking maintenance, security, IT, refuse collection, building maintenance and replacement costs

Summary

COD seems best positioned geographically, has the strongest founding partners and 20 plus years of actual economic development experience through their Center for Entrepreneurship. The Civic Center is an ideal location and provides high visibility, with ideal train access in a vibrant downtown setting. The Civic Center is also in the middle of the county and near the COD campus. Partnering with COD/501c3 to invest significant dollars in the Civic Center that needs improvements will be beneficial whether Innovation DuPage is successful or not. But most importantly, an Innovation Center in downtown Glen Ellyn could be a significant economic driver, allowing our businesses easy access to these services, create a regional approach to business creation, provide some marking and branding for Glen Ellyn, and create a strong partnership for the future.

ATTACHMENTS:

- Attachment 1 - COD Vision (PDF)
- Attachment 2 - Master Plan (PDF)
- Attachment 3 - Civic Center Renovation Study (PDF)
- Attachment 4 - Tenant Improvement Study (PDF)
- Attachment 5 - Cost Estimates (PDF)
- Attachment 6 - Facilities Improvement Fund 5 Year Plan (PDF)



Innovation DuPage ID

Incubation • Acceleration • Collaboration



Case Statement

Community colleges have a significant role to play in regional economic development. In addition to educating a significant portion of all U.S. undergraduates and training the unemployed and underemployed, community colleges are increasingly delivering professional development for regional employers.

While contract training and professional development offered through Continuing Education or corporate colleges is not new, an innovation center with focused incubation and accelerator pathways offers a high impact, model to foster business growth and job creation.

College of DuPage is uniquely positioned to connect public and private sector partners to advance the DuPage innovation ecosystem, while leveraging College and community resources to support regional prosperity.

Purpose Statement

While there may be as many as 650 business accelerators and 9,000 incubators worldwide, many are private ventures wherein expertise, space and capital are made available for an equity share in the business seeking support. Due to the competition for early stage funding, there is great turnover among participants.

Given this, the community college offers a stable platform that can leverage institutional and community resources in support of regional businesses, while connecting both startups and established companies with the knowledge, mentoring, training and best practices needed to succeed.

Community colleges can facilitate the connection to capital by inviting corporations and private investors into the innovation center enterprise. Community colleges are uniquely positioned to support economic development without concern for proprietary rights.

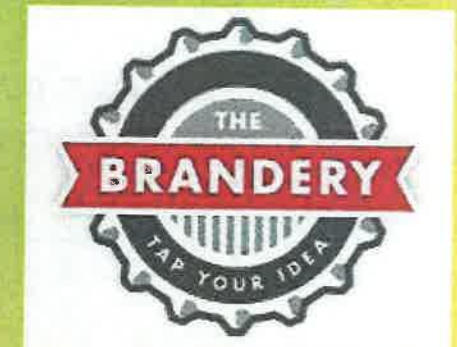
Economic and Workforce Development at College of DuPage

- 50 years and over 1,000,000 students educated and trained
- Nine associate degrees and over 170 certificates in 50 areas of study
- Illinois' second-largest institution of higher learning with over 28,000 credit students and over 25,000 non-credit students
- Largest feeder of transfer students for many four-year institutions
- Business and Professional Institute (now Business Solutions) founded in 1979 to serve regional businesses through grants and contract training
- Center for Workforce Development (now Center for Entrepreneurship) established in 1984. Houses the Small Business Development Center and International Trade Center
- Procurement Technical Assistance Center added in 1987
- Center for Entrepreneurship Economic Impact FY15 and FY16:
 - \$192m in contracts
 - \$4.7m in exports
 - \$9.5m in capital and loans
 - Over clients 2,500 served in FY16

The Business Incubator and Accelerator Phenomenon

- 1959 – Batavia Industrial Center, New York
- Initial efforts sought to utilize vacant commercial space and respond to industry and job shifts (e.g. Steel: By 1980, 12 incubators in U.S. as result of plant closures)
- 1970s – Technological Age spawns National Science Foundation Innovation Centers Program
- 1980s – U.S. Small Business Administration promotes incubator concept (70 by 1987)
- 1984 – First National Study of Business Incubators (1984 – 1990 first academic studies)
- 1985 – National Business Incubation Association established in U.S.
- 1990s – Dot-com bubble slows growth, still by 2000 over 3,200 business incubators globally
- Volatility of business environment pushes need for rapid prototyping and launch
- 2000s – Major Business Accelerators established
- Present – An estimated 9,000 business incubators globally
- The Kaufman Index of Entrepreneurial Activity (KIEA) reported 320/100,000 people as entrepreneurs in 2011. 20 million non-employer businesses and a global presence of some 400 million entrepreneurs on target for 1 billion in 2025
- Ernst & Young reports venture capital holding steady at about \$118 billion in the U.S. and estimates \$300 billion globally

The U.S. Top 15 in 2014

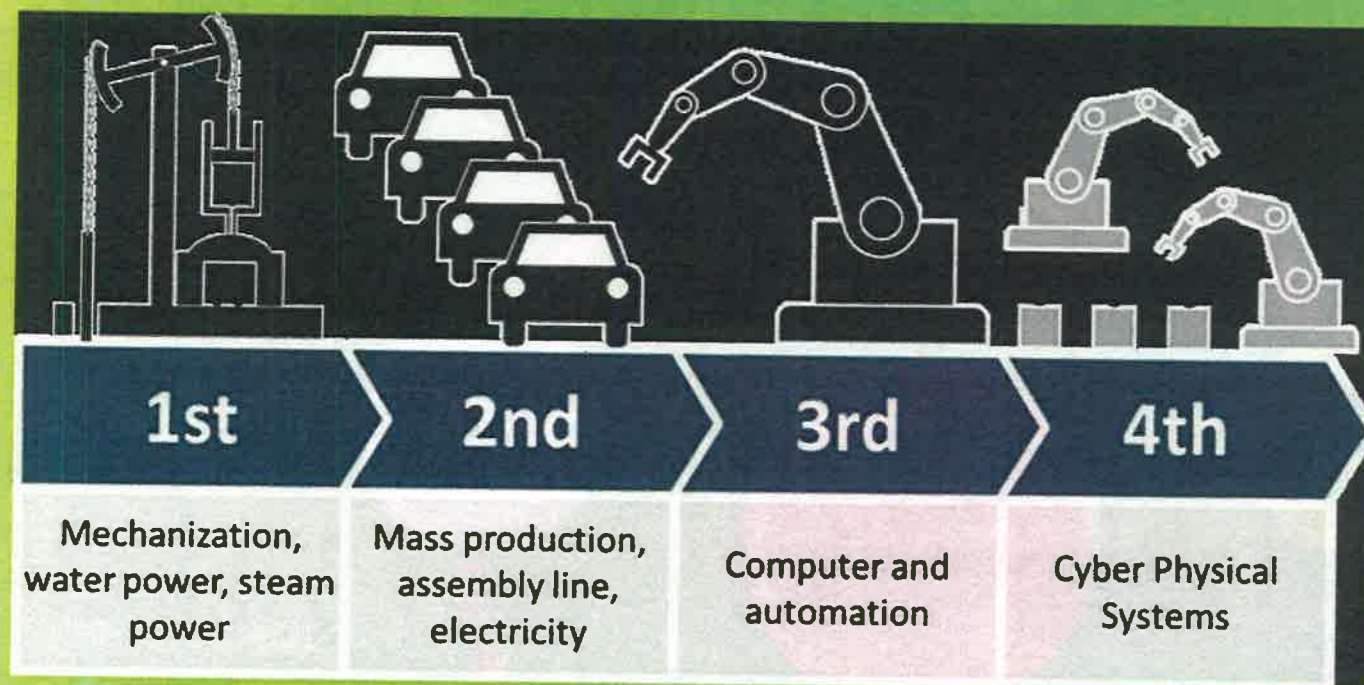


Incubation vs. Acceleration

- Both incubators and accelerators seek to foster innovation, advance technology and business problem solving, advance stakeholder knowledge, create jobs and advance economic development
- Both incubators and accelerators form an innovation ecosystem and seek to add value, expertise and positive economic development across the ecosystem (for all stakeholders)
- Both incubators and accelerators connect new or young companies with mentors from industry and academia, as well as funders and established firms—and may provide coworking space
- **Incubators** primarily focus on developing entrepreneurial skills among startup companies in a less structured format
- **Accelerators** typically have a program model that follows a set-time and “curriculum”
- Accelerators tend to be much more selective in accepting participant companies and thus tend to focus on slightly more established firms (e.g., Y Combinator accepts 2% of some 1,000 applicants)
- An accelerator can be more effective than a pure startup incubator as more focus and structured support is placed on a smaller number of companies already demonstrating some financial and operational success

“Accelerator programs, appear to be addressing a growing opportunity in the market for innovation. A market which is rapidly changing, in part as a result of technologies that this sector has already created. They are an idea whose time has come”.

-Megan Smith, Vice President for Business Development at Google



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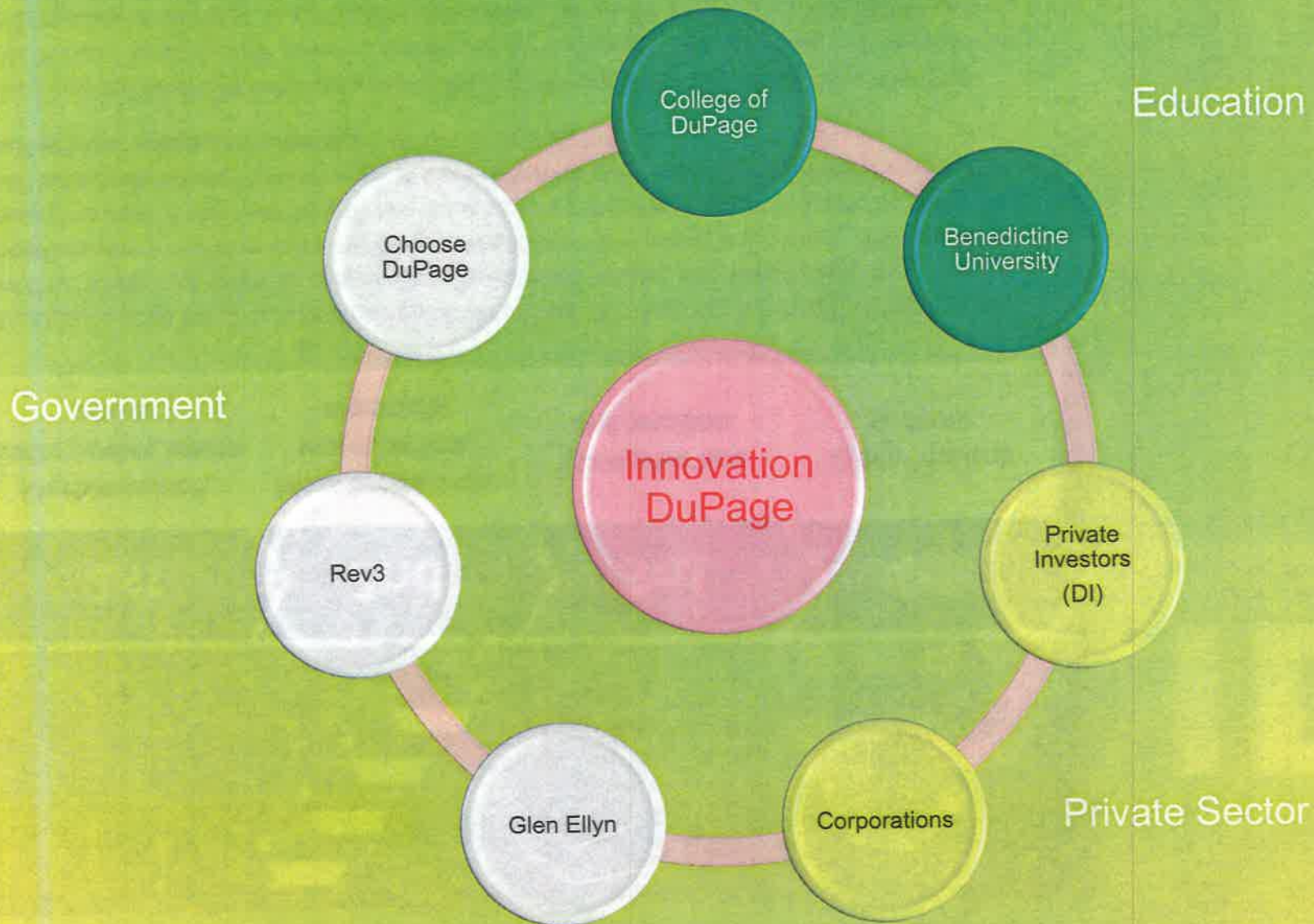
Innovation DuPage

We stand on the brink of a technological revolution that will fundamentally alter the way we live, work, and relate to one another. In its scale, scope, and complexity, the transformation will be unlike anything humankind has experienced before. We do not yet know just how it will unfold, but one thing is clear: **the response to it must be integrated and comprehensive, involving all stakeholders of the global polity, from the public and private sectors to academia and civil society.**

The First Industrial Revolution used water and steam power to mechanize production. The Second used electric power to create mass production. The Third used electronics and information technology to automate production. **Now a Fourth Industrial Revolution is building on the Third, the digital revolution that has been occurring since the middle of the last century. It is characterized by a fusion of technologies that is blurring the lines between the physical, digital, and biological spheres.**

*~ from the World
Economic Forum (WEF)*

Innovation DuPage Founding Partners



ID

Partner Profiles



John Carpenter became President & CEO of Choose DuPage in September 2015. Carpenter comes to Choose DuPage with extensive experience in government relations and corporate affairs. Most recently, he served as Senior Vice President of the Chicagoland Chamber of Commerce. Prior to that role he was Vice President of Corporate Affairs for American Airlines.

At Choose DuPage, Carpenter is responsible for establishing DuPage County as the premier global business location by working to expand and diversify the economy through activities that generate opportunities to grow, retain and attract businesses.



John A. Carpenter
President & CEO,
Choose DuPage

ID

Partner Profiles



Nicholas Zito worked in the United States Senate for the Washington, D.C. office of Senator Mark Kirk. In our nation's capitol, he performed legislative research and attended committee briefings centered on the areas of small business, entrepreneurship, job creation, finance and economic affairs. While still a University of Illinois at Urbana-Champaign student studying consumer economics (specialized in public policy and law), he founded a fitness nutrition company based in San Francisco and Chicago, Brotein Enterprises.

Recently honored as a top 20 business professional under age 40, Nic currently runs Rev3 Innovation Center, a mixed-use business incubator located in DuPage County, Illinois. Rev3 houses over 24 startup companies in the tech and manufacturing realms.



Nicholas Zito
Chief Opportunity Officer,
Rev3

ID

Partner Profiles

*Building a thriving start-up community in DuPage County*

Paul LeFort
DuPage Impact

Mr. LeFort has over 30 years management consulting experience as a Senior Partner at Deloitte Consulting providing strategy, operations and technology solutions to over 250 clients with an emphasis in the Hospitality and Health Care industries. He served over 140 health care organizations including hospitals, health insurance plans and large physician groups.

He also served as the CIO of United Health Group with over 3000 IT staff during a period of rapid growth and acquisitions. He has significant M & A experience with several private capital groups, served as a large scale Customer Advisor to IBM and was a Trizetto Board member during its rapid expansion, IPO and eventual private sale for \$ 1.4 B.

He has served on the Boards of FINCA International (which is one of the 10 largest global micro lenders to 2,000,000 small entrepreneurs in 22 countries) as well as the Peoples Resource Center providing food, clothing and social services to 30,000 DuPage County residents.

He is a founding Investor in Chicago's Impact Engine I, II, III and IV as well as several social impact ventures. He also served as a Social Enterprise judge at the 2015 and 2016 Northwestern University Venture Challenge.

Paul is a General Partner with his wife Eileen (a former officer in the U.S. Navy Nurse Corp and longtime advocate for social justice, the environment, food co-ops , healthy food and alternative medicine programs) for LeFort Investors L. P. a private investment fund focused in equities , real estate , health care/bio-medical ventures and support of social entrepreneurs.

ID

Partner Profiles



Rita Haake, a COD alumna, has worked at the College for over 25 years, focusing on the development and growth of small business since 1997. Rita has been the Manager for the Center for Entrepreneurship at since July 2013.

Her varied responsibilities include Center operations in addition to counseling small businesses in government contracting. Rita is certified as a Contracting Assistance Specialist (CCAS), U.S. Veteran Administration Federal Contracting Certification Mentor (FCC), U.S. Veteran Administration Verification Certification Counselor and holds a Bachelor's Degree in Business Administration from Northwood University, Michigan.

She is passionate in her mission to be a part of building better businesses. She is a member of numerous professional organizations and has held leadership positions within many of those organizations, including National Contract Management Association (NCMA); North Central Regional Council (NCRC); Association of Procurement Technical Assistance Center (APTAC); Midwest Small Business Liaison Officer Group; and the Illinois Entrepreneurial and Small Business Growth Association (IESBGA).



Rita Haake,
Center for
Entrepreneurship
Manager, Program
Manager of PTAC

ID

Partner Profiles

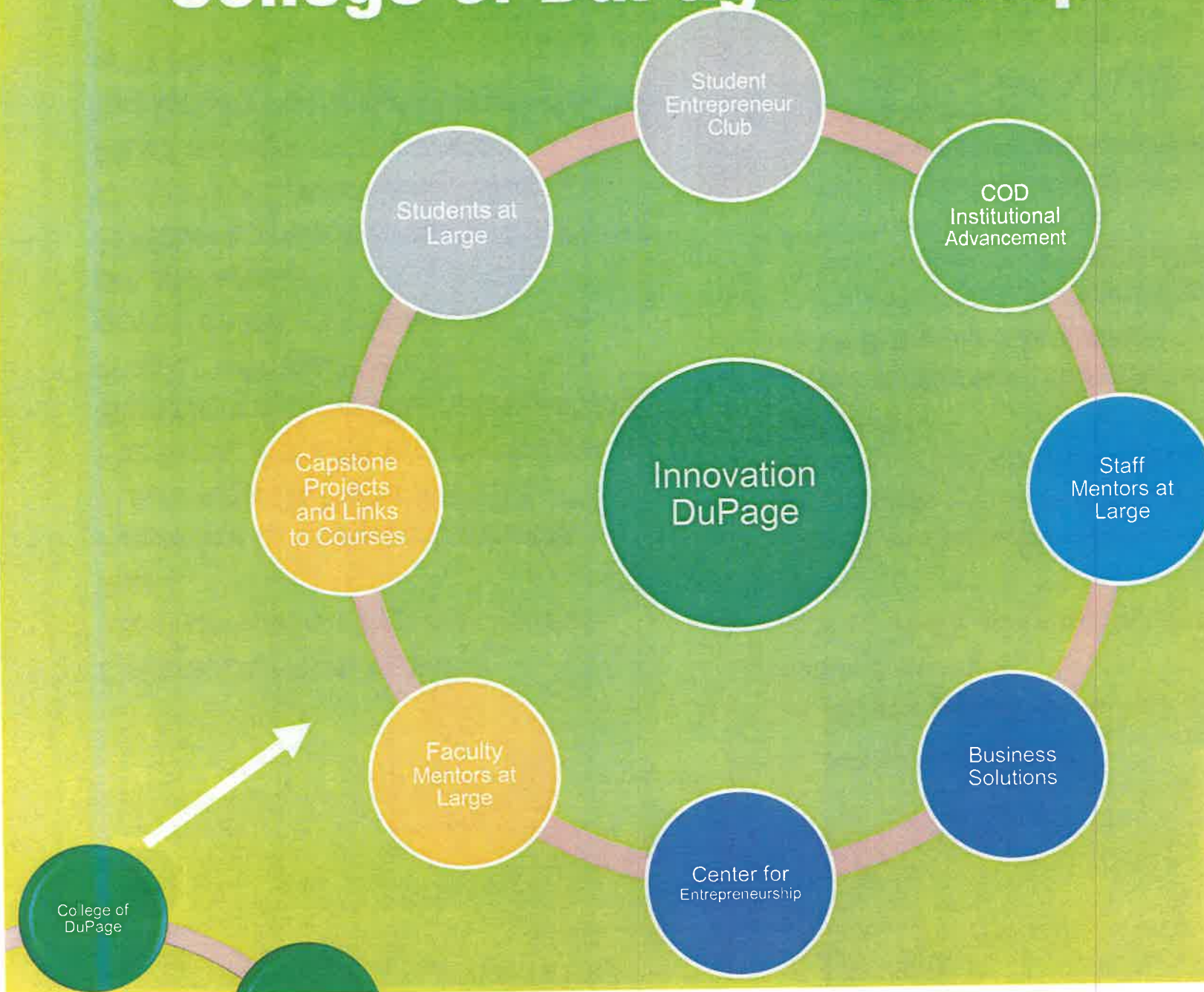
- Central DuPage location
- Ideal downtown location on train line
- Proximity to campus connects Innovation DuPage to COD Facilities, Faculty and programs
- Signals collaborative nature of the project with partners from government, education and the private sector
- Sufficient square footage to house Center for Entrepreneurship and Rev3 as well as expanded incubation and acceleration efforts with parking



FY10 – FY16 11%

- Continuing Education served 11% of Glen Ellyn's population
- 5.9% of all CE enrollments came from Glen Ellyn
- Glen Ellyn residents serve on CE Advisory Committees (Business Solutions, Lifelong Learning, Vocational Skills and Business of Craft Beer)
- Center for Entrepreneurship has served nearly 600 business clients
 - Provided 3,644 hours of consulting
 - Counseled seven Glen Ellyn businesses through expansion
 - Advised two Glen Ellyn entrepreneurs through the purchase of existing businesses
 - Supported 21 Glen Ellyn entrepreneurs in starting new businesses
 - \$718,484 in contracts
 - \$2.3m in capital
 - Increased jobs by 232

College of DuPage Participants



1871 Ranked As The Top University-Affiliated Incubator In US



Karin Hustad - Staff writer

11/4/15 @6:59am in [Education](#)

8.2K

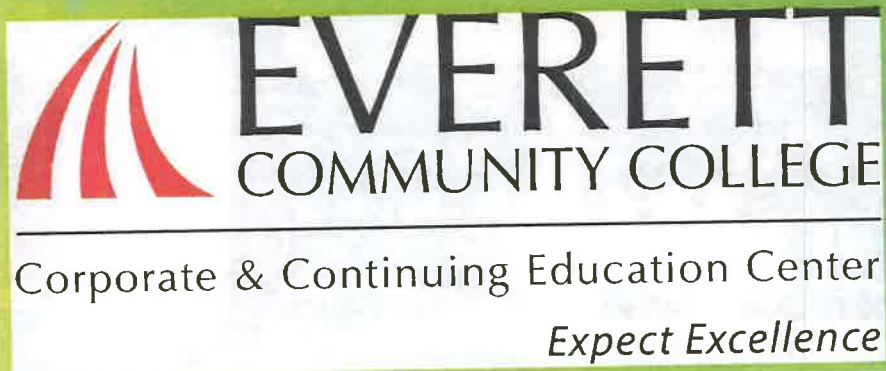


A new ranking by Swedish business incubator research group UBI Global ranked Chicago's 1871 as the top university-affiliated incubator in the US, and second in North America.

1871 Year One Economic Impact Figures:

- 800 jobs created
- \$30m in capital invested into 1871 organizations
- 1871 companies added \$13m in revenue to Chicago's economy

Business Incubators/Accelerators at U.S. Community Colleges?

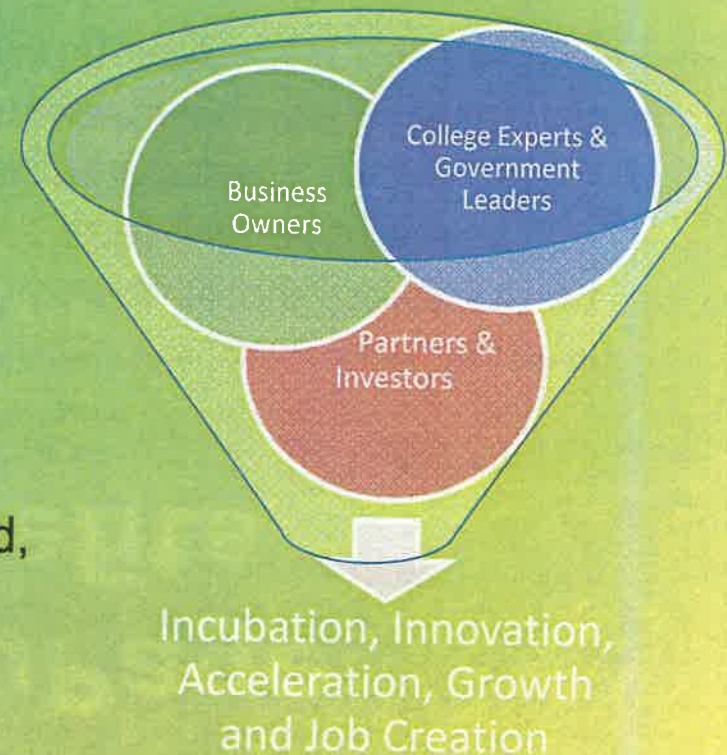


Everett Community College: A Case Study

- First true business accelerator at a community college in U.S.
- Founded in 2007
- Over 100 successful accelerator graduating firms
- Accelerator graduates formed CEO roundtable for continued learning
- Application criteria includes minimum five years in business, five employees and \$500k in annual revenue (5+5+5)
- EvCC sharing best practices with College of DuPage

Why Incubate or Accelerate?

- 50% of all private-sector jobs are within small businesses
- Nearly 2/3 of job creation in the past decade has come from small businesses
- 1/3 of new businesses fail within the first two years
- 56% of new businesses fail by year five
- Community colleges enrolled 43% of all 2011 undergraduate college students
- Community colleges educate much of the workforce and can serve both job seekers and job creators through startup incubation and focused, cohort model business acceleration



Innovation DuPage Partner Benefits

Government

- Economic Development
- Job Creation
- Regional Industrial/Business Competiveness
- Regional Industry Diversification
- Attract Regional Investment and Grant Dollars

Education

- Curriculum and Program Development
- Student Entrepreneurial Development
- Faculty and Staff Development
- Connection to Industry
- Grants, Internships and Apprenticeships
- ROI for Community

Private Sector

- Access to Talent Pool
- R&D Solutions
- Product and Process Commercialization
- Staff Development
- Owner Equity or Acquisition
- ROI to Community

Illinois Incubation and Acceleration Projects

Established

1871
2112
Blue 1647
Bunker Labs
Catlyze Chicago
Catapult Chicago
Elmspring Accelerator
Healthbox
Impact Engine
Insight Accelerator Labs
NIU Eigerlab
Roniin
TechNexus
TechStars Chicago

In Exploration

Harper College
Lewis University (Will County)
DHL (Rosemont)
College of DuPage
Elgin Center

Innovation Pathways

Incubation Pathway

Rev3
SBDC
University Partners
Investment and Corporate Partners
BA and Graduate Students
Incubation Participants
Mentors at Large
Pitch Contests

Acceleration Pathway

ITC
PTAC
University Partners
Investment and Corporate Partners
Accelerator Cohorts
Mentors at Large
Pitch Contests

Hyper Acceleration Pathway and CEO Roundtables

Accelerator Graduates
University Partners
Investment and Corporate Partners
Municipal Workforce Leaders
Mentors at Large

Prototyping (*leverage COD state-of-the-art facilities*)

Manufacturing, Robotics and Construction Labs
CIS & CIT Labs
Simulation Healthcare Labs
Simulation Public Safety Labs
3-D Printing

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2017 Village of Glen Ellyn Civic Center Master Plan Study

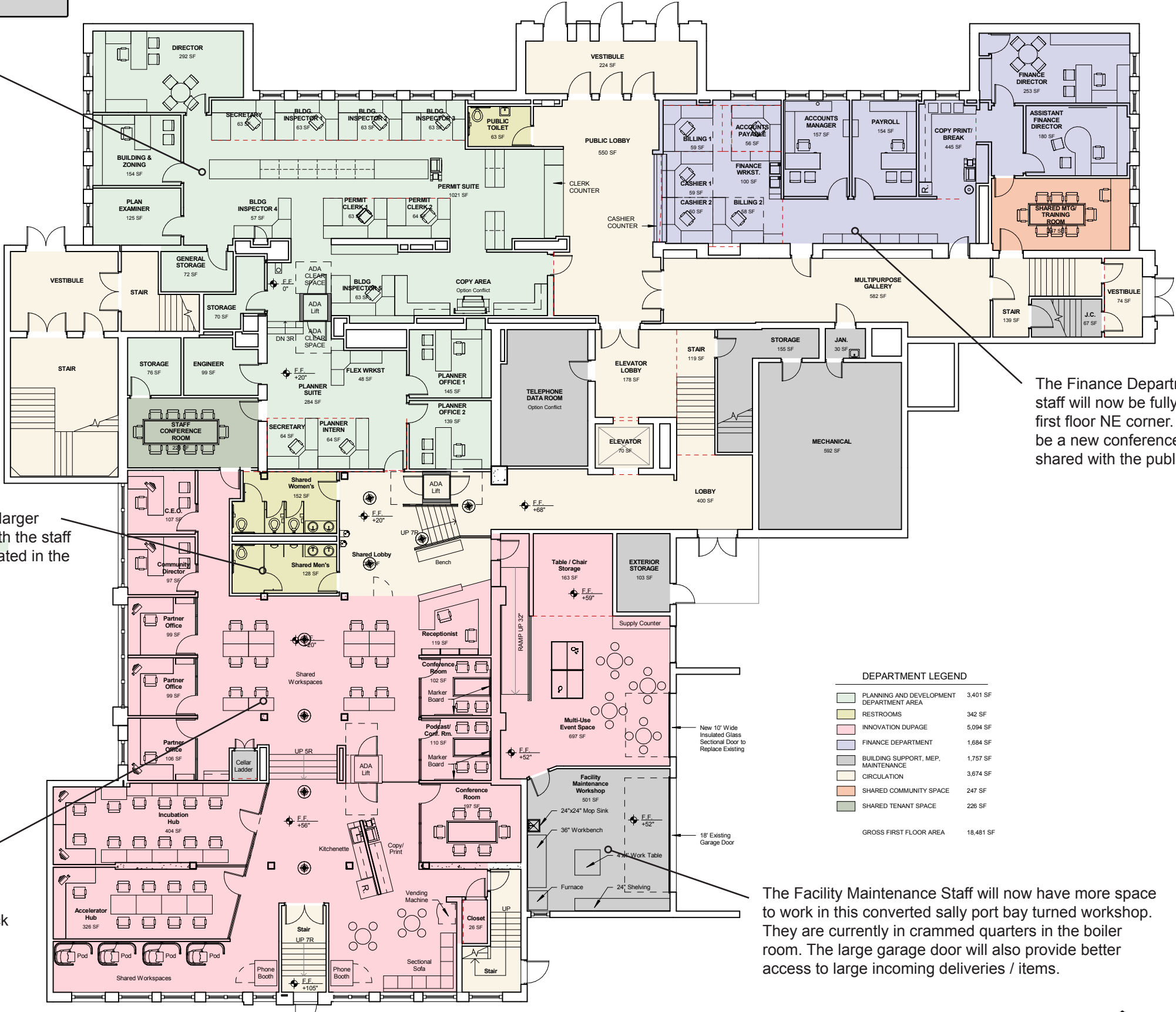
The Planning & Development Department will relocate to the NW corner of the first floor. Option #2 is the preferred layout because it is more efficient, functional, has better adjacencies and site lines to the public counter. This option has 2 ways to access the department and also has a shared conference room with COD.

The first floor will now have larger shared restrooms for the both the staff and public. They will be located in the new shared lobby space.

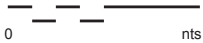
Innovation Dupage will now occupy over 5000sf of the former police department areas. To achieve their program goals, all of this area will be gutted down to structure and built back up.

The Finance Department and cashier staff will now be fully integrated on the first floor NE corner. There will also be a new conference room that can be shared with the public.

The Facility Maintenance Staff will now have more space to work in this converted sally port bay turned workshop. They are currently in cramped quarters in the boiler room. The large garage door will also provide better access to large incoming deliveries / items.



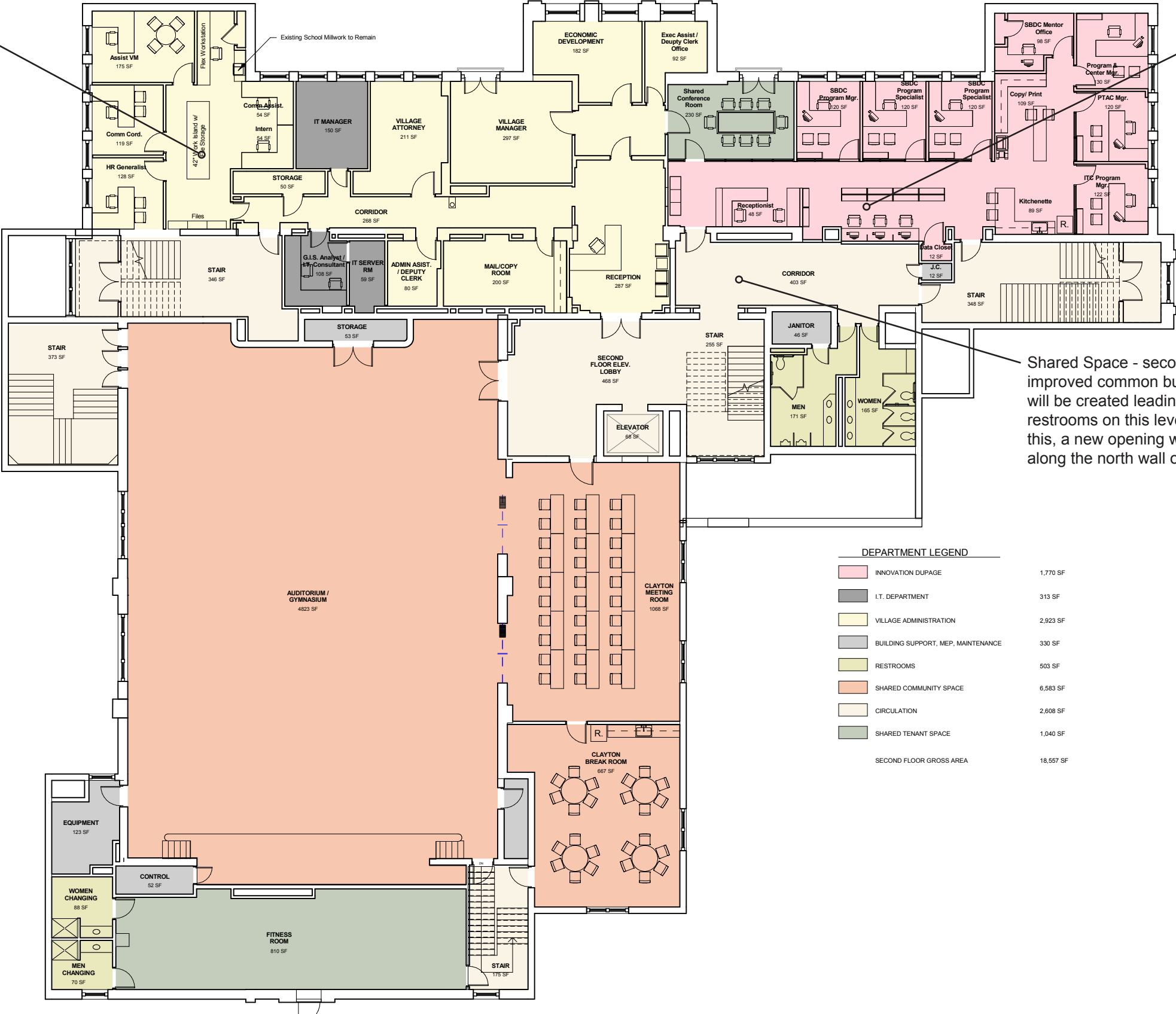
first floor master plan



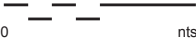
The Village Administration Department plans to renovate 880sf at the west end of the second floor once Finance moves down to the first floor. Staff to be relocated here would include Assistant Village Manager, HR Generalist, Communication Coordinator, Communications Assistant, and an intern workspace.

Innovation Dupage - Center for Entrepreneurship will move to the NE corner of the second floor when the Planning & Development department moves down to the first floor. The conference room will be shared between them and Village Admin staff.

Shared Space - second floor: An improved common building hallway will be created leading to the shared restrooms on this level. To achieve this, a new opening will be created along the north wall of the stairwell.



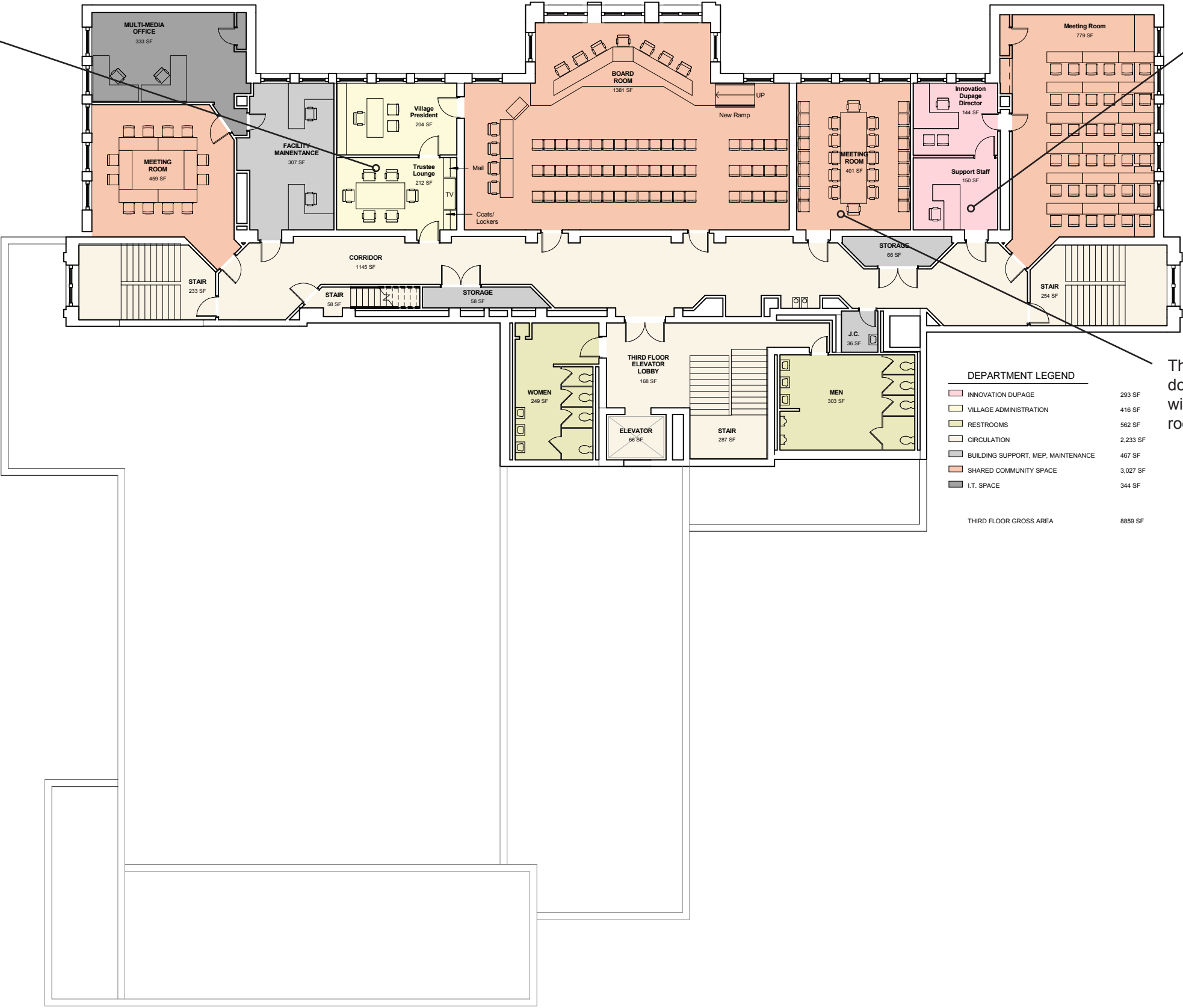
second floor master plan



This current storage room will be subdivided for the Village President's office and a Trustee lounge / meeting room. A new door will also be added from the council chambers to this area for better direct exiting in an emergency. An accessible ramp will also be added to the dais.

The Village President's office will be turned into offices for Innovation Dupage and meeting room 301 will get a refresh with new carpet, paint, window treatments, and furniture.

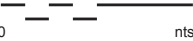
The Village Attorney's office will move down to the 2nd floor and this space will become another shared meeting room for staff and public.



DEPARTMENT LEGEND

INNOVATION DUPAGE	283 SF
VILLAGE ADMINISTRATION	416 SF
RESTROOMS	562 SF
CIRCULATION	2,233 SF
BUILDING SUPPORT, MEP, MAINTENANCE	467 SF
SHARED COMMUNITY SPACE	3,027 SF
I.T. SPACE	344 SF
THIRD FLOOR GROSS AREA	8859 SF

third floor master plan



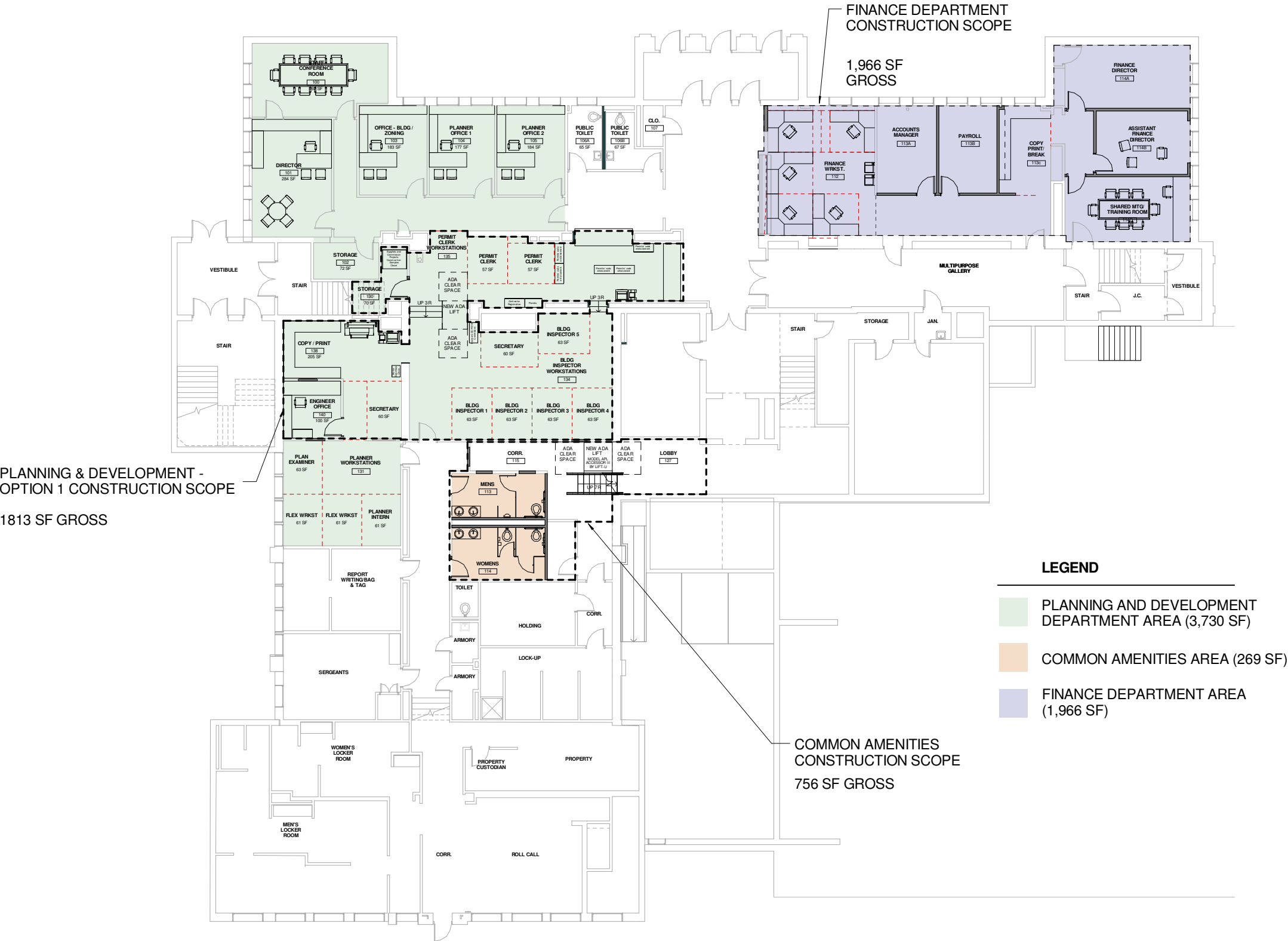
GLEN ELLYN CIVIC CENTER RENOVATION STUDY

535 DUANE STREET
GLEN ELLYN, IL 60137

CONCEPTUAL PRICING PACKAGE
08/08/17

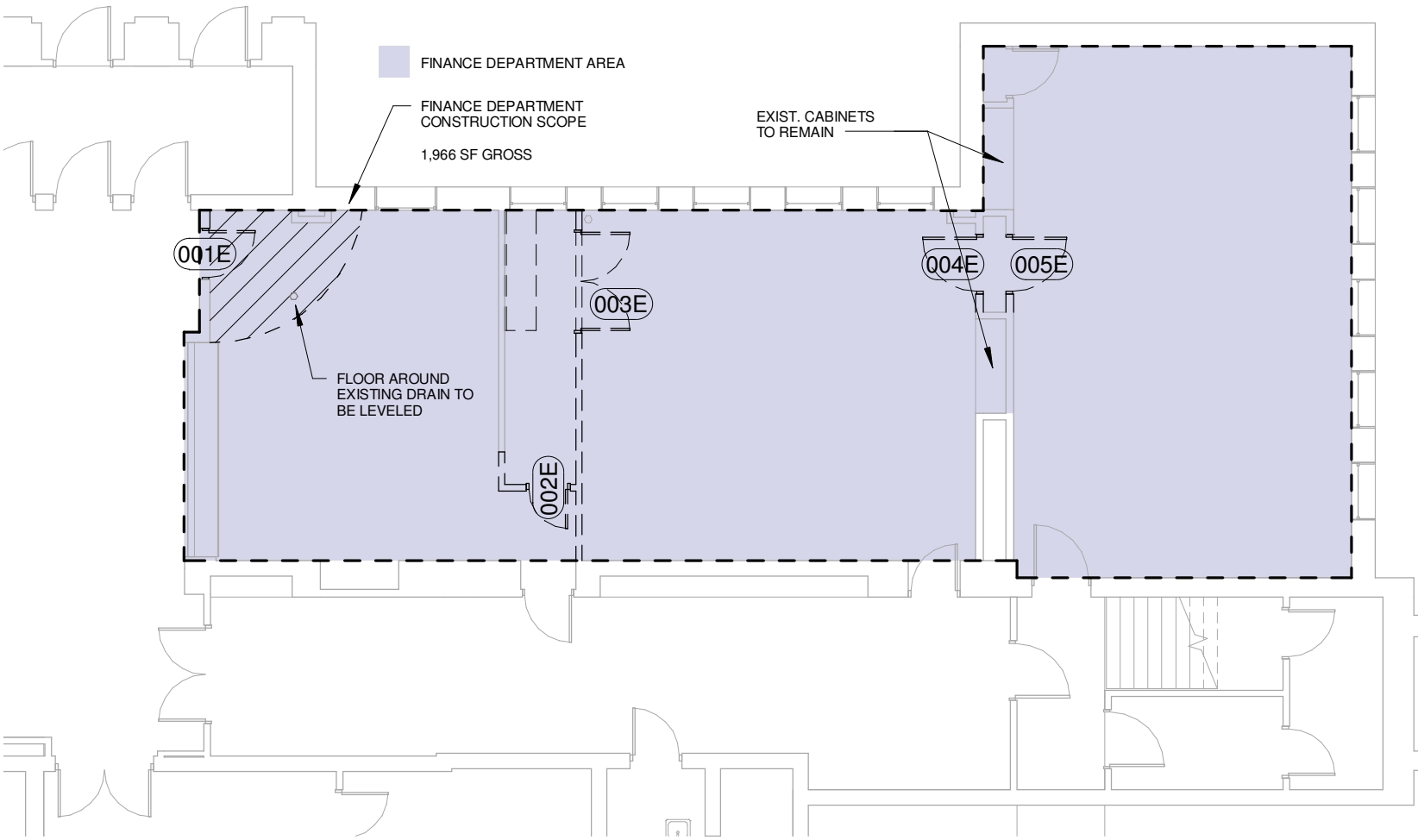
NOT FOR PERMIT/
NOT FOR CONSTRUCTION





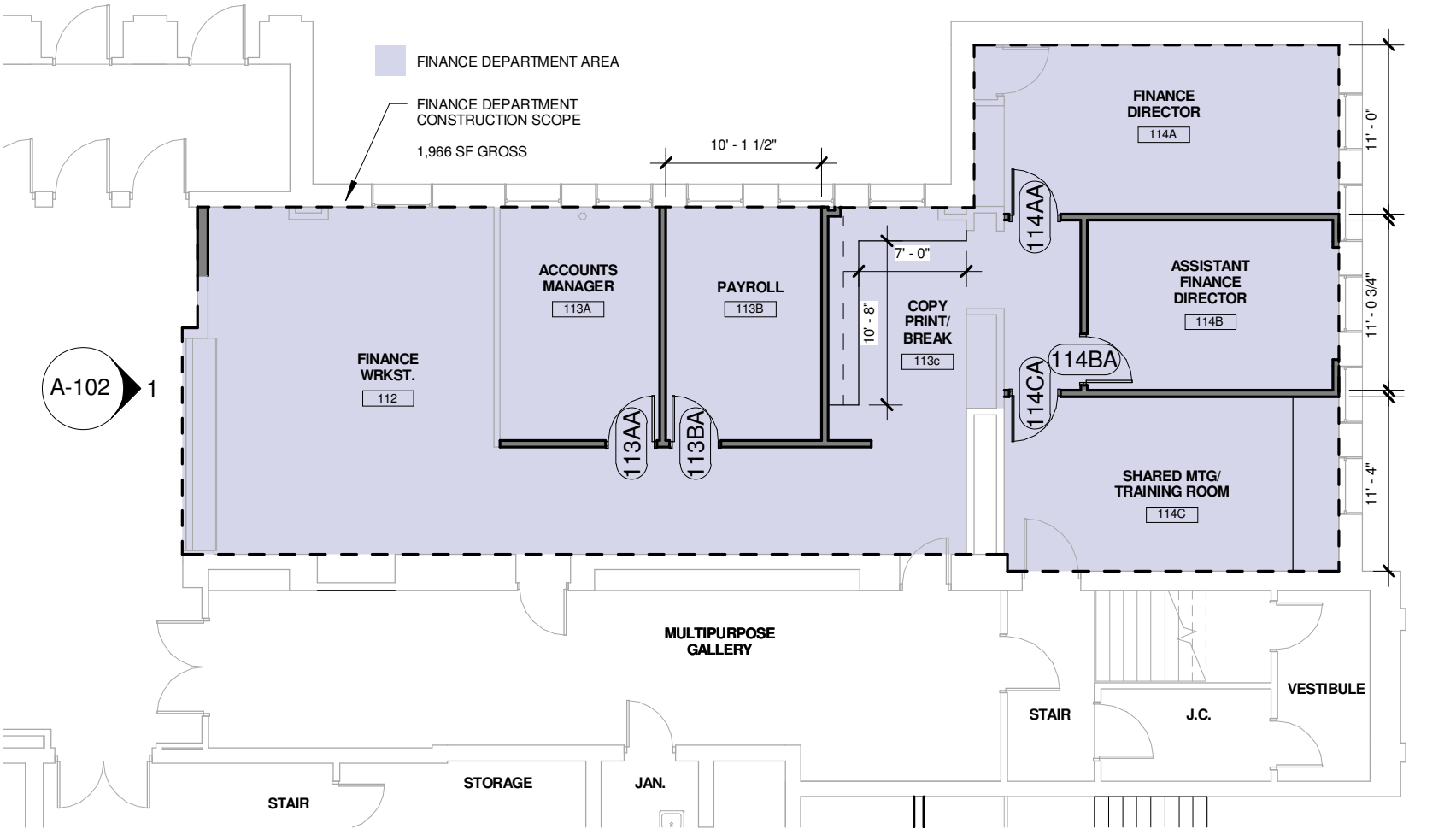
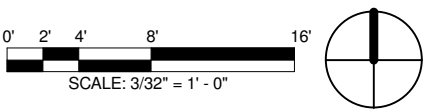
GLEN ELLYN CIVIC CENTER RENOVATION STUDY
OVERALL PLAN





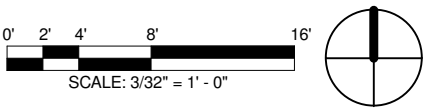
1 DEMOLITION PLAN

Scale: 3/32" = 1'-0"

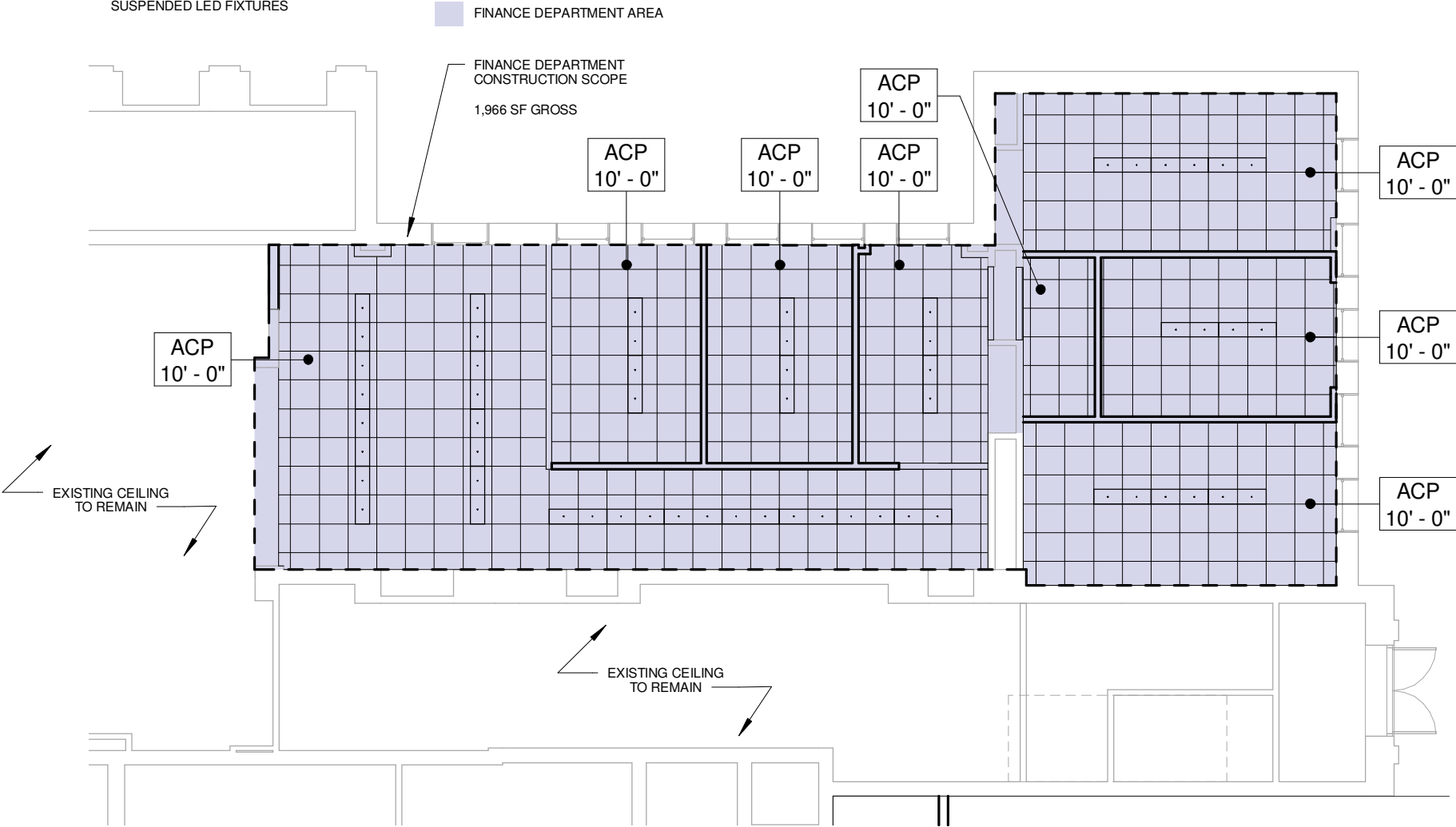


2 FLOOR PLAN

Scale: 3/32" = 1'-0"

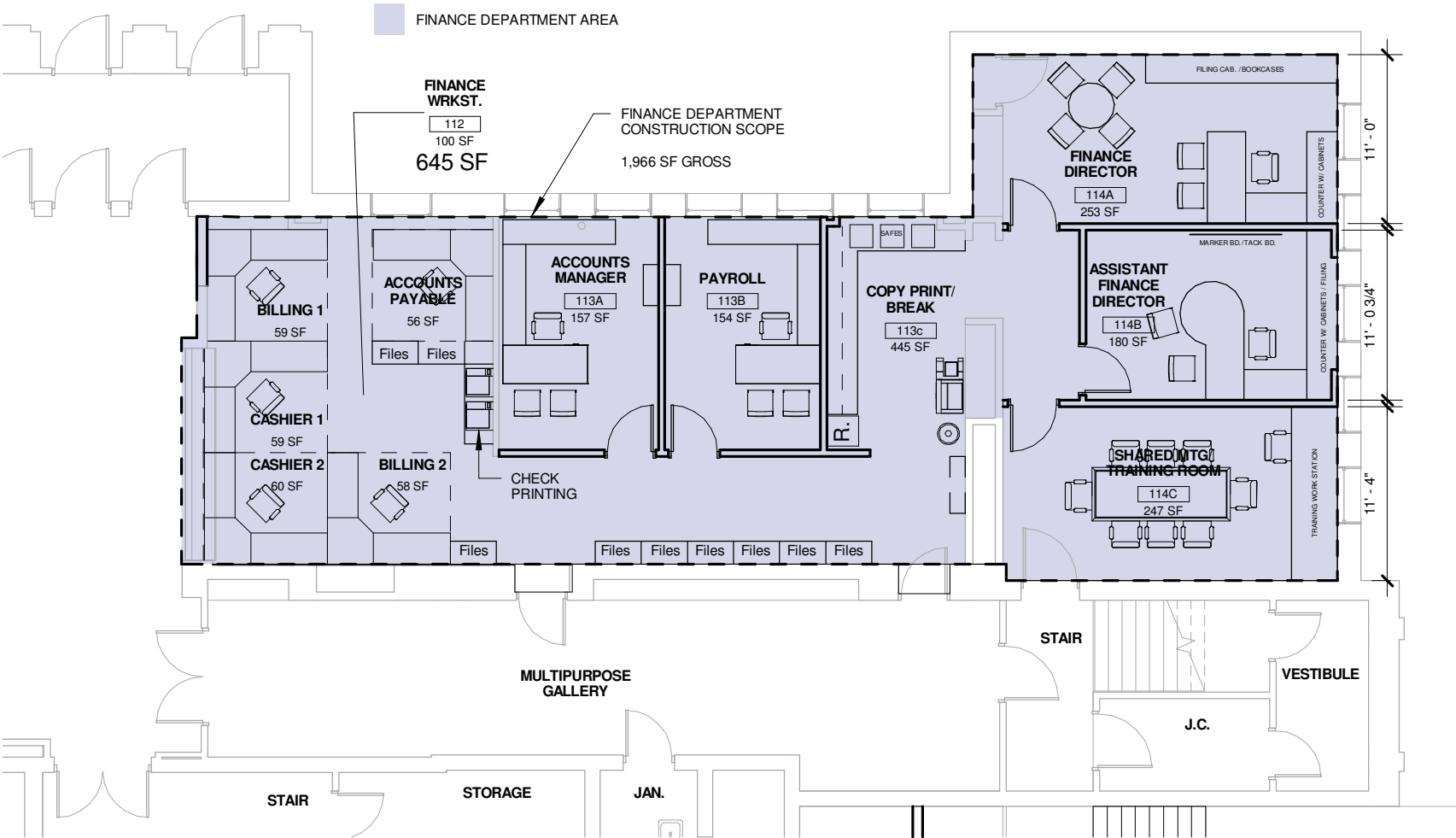
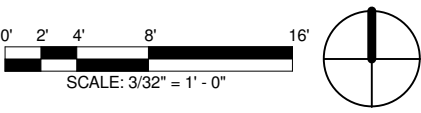


RCP GENERAL NOTES:
1. LIGHTING TO BE
SUSPENDED LED FIXTURES



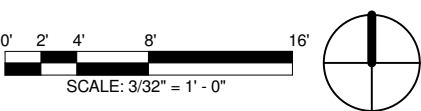
1 REFLECTED CEILING PLAN

Scale: 3/32" = 1'-0"



2 FURNITURE PLAN

Scale: 3/32" = 1'-0"



EXISTING DOOR SCHEDULE - FINANCE DEPARTMENT

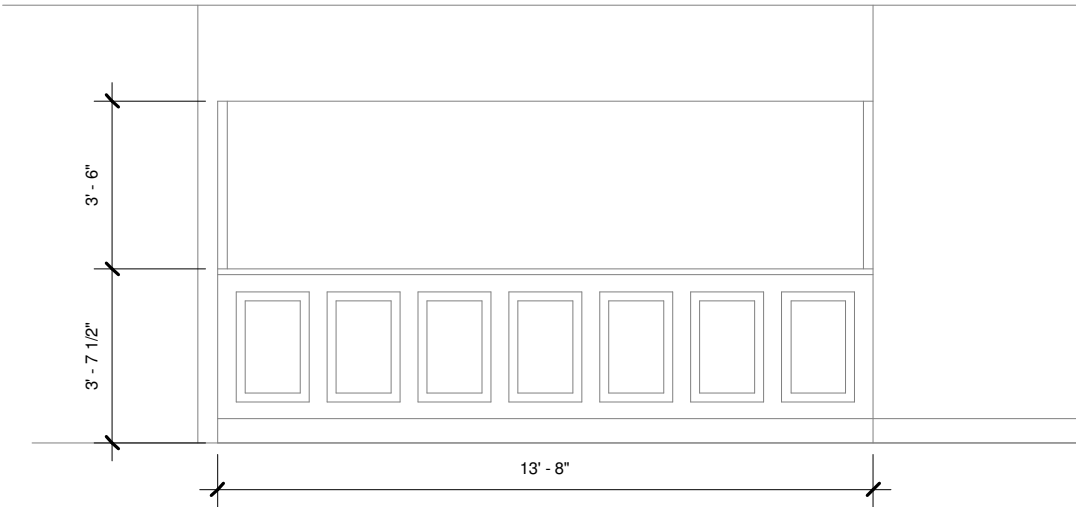
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
001E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	001E
002E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	002E
003E	2	3' - 2"		7' - 0"	1 3/4"	F	WD			WD						4	003E
004E	1	3' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	004E
005E	1	3' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	005E

DOOR SCHEDULE - FINANCE DEPARTMENT

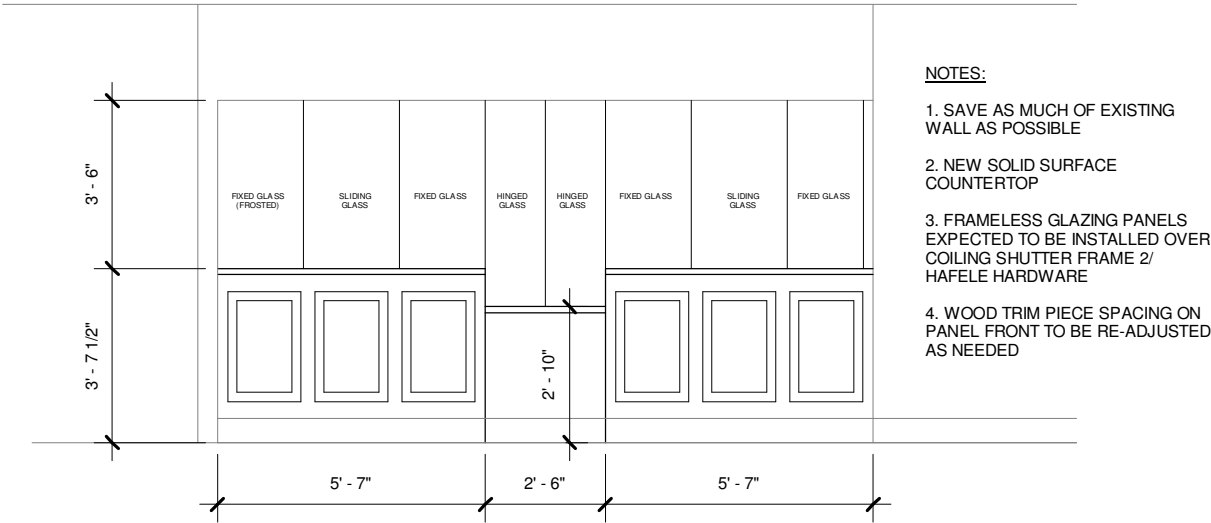
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
113AA	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	113AA
113BA	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						5	113BA
114AA	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						5	114AA
114BA	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						5	114BA
114CA	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						5	114CA

DOOR REMARK SCHEDULE

REMARK NO.	REMARK
1	REMOVE EXISTING DOOR. SALVAGE TO BE REUSED
2	REUSE EXISTING DOOR
3	EXISTING DOOR TO REMAIN
4	REMOVE EXISTING DOOR
5	NEW DOOR



EXISTING CASHIER COUNTER - WEST ELEVATION



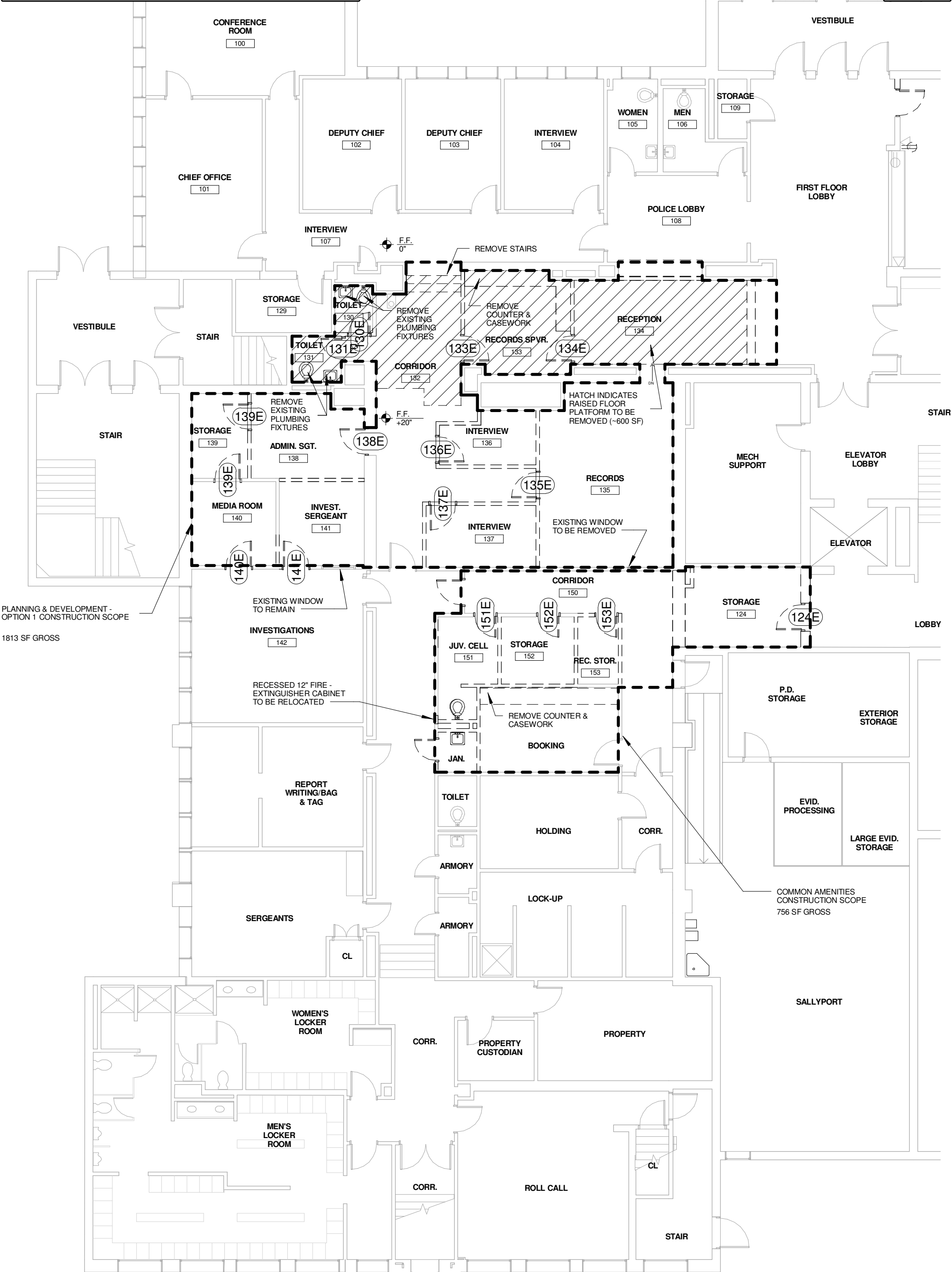
PROPOSED CASHIER COUNTER MODIFICATIONS

1

CASHIER COUNTER - FINANCE DEPARTMENT

Scale: 1/4" = 1'-0"





PLANNING & DEVELOPMENT -
OPTION 1 CONSTRUCTION SCOPE

1813 SF GROSS

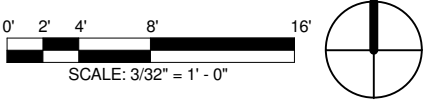
RECESSED 12" FIRE -
EXTINGUISHER CABINET
TO BE RELOCATED

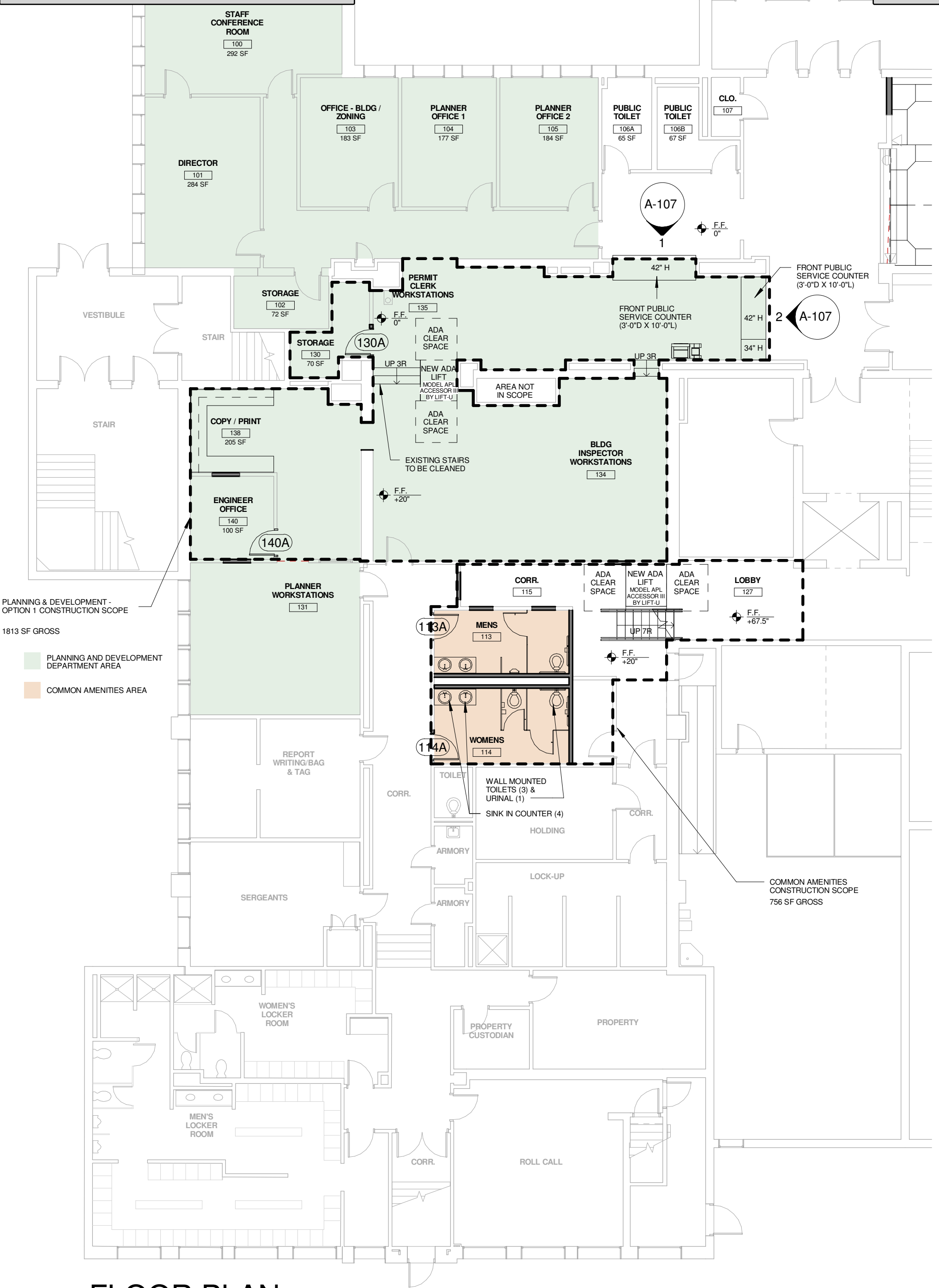
COMMON AMENITIES
CONSTRUCTION SCOPE
756 SF GROSS

1

DEMOLITION PLAN

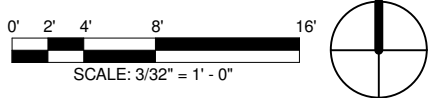
Scale: 3/32" = 1'-0"





1 FLOOR PLAN

Scale: 3/32" = 1'-0"



GLEN ELLYN CIVIC CENTER RENOVATION STUDY PLANNING & DEVELOPMENT SUITE - OPTION 1



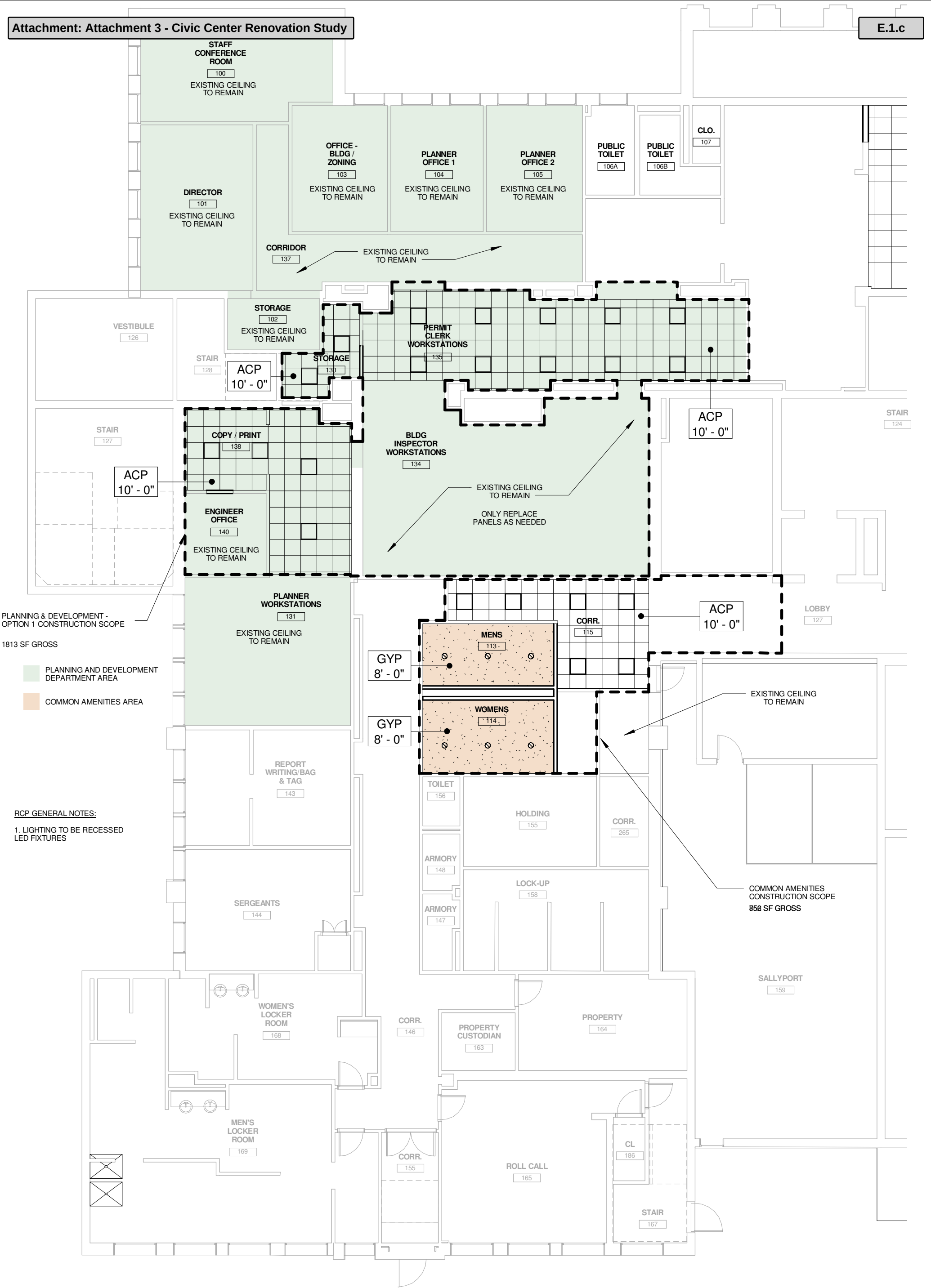
Dewberry

PROJECT NO. 50068127

08/08/17

A-104

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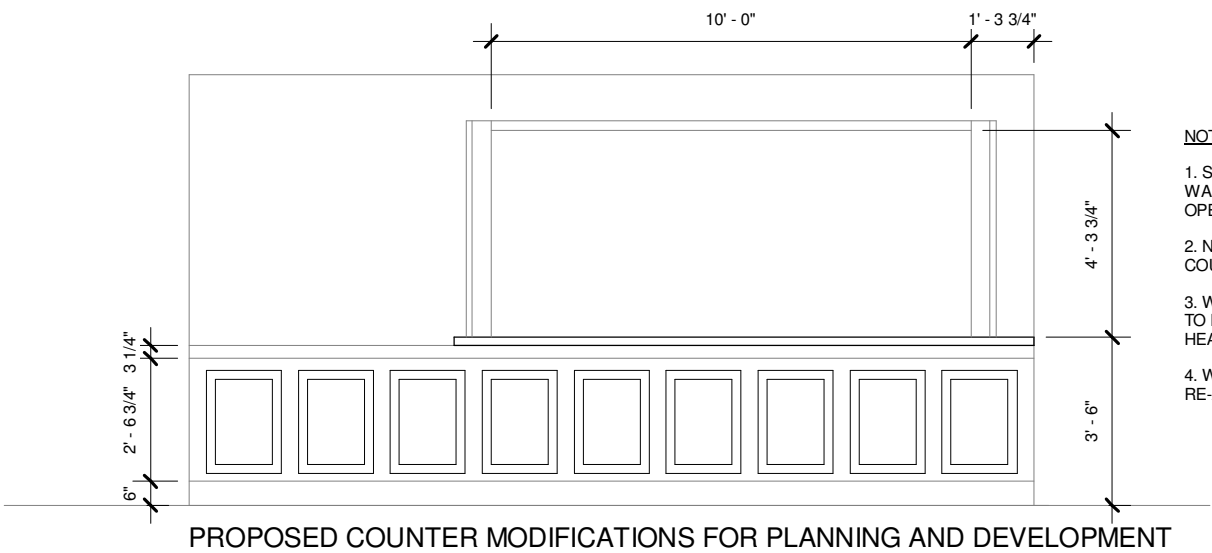
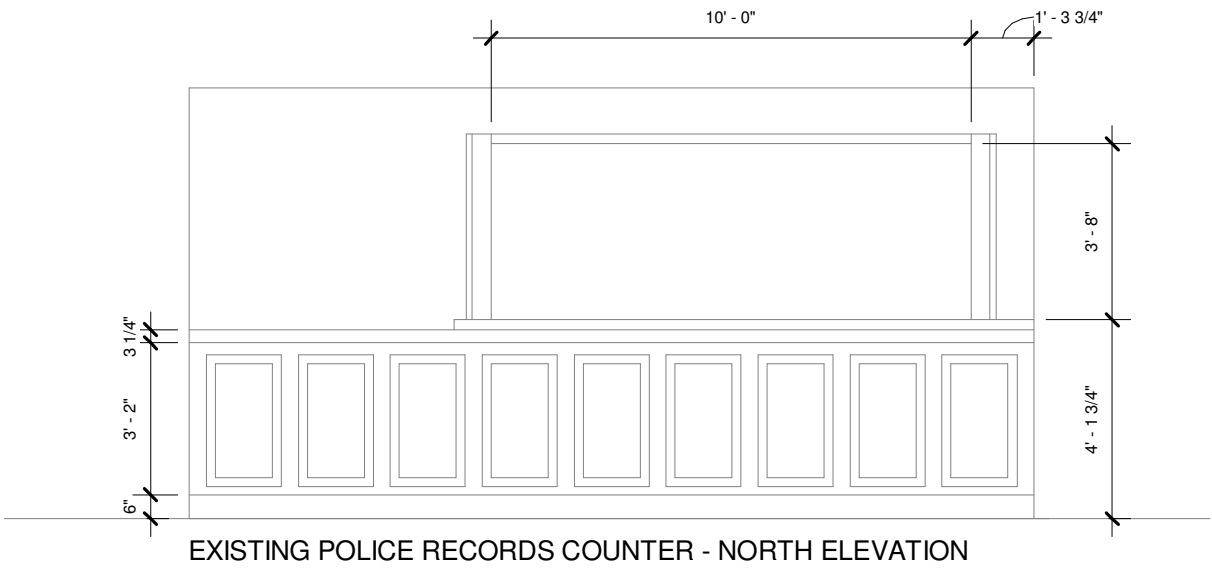
1

REFLECTED CEILING PLAN

Scale: 3/32" = 1'-0"

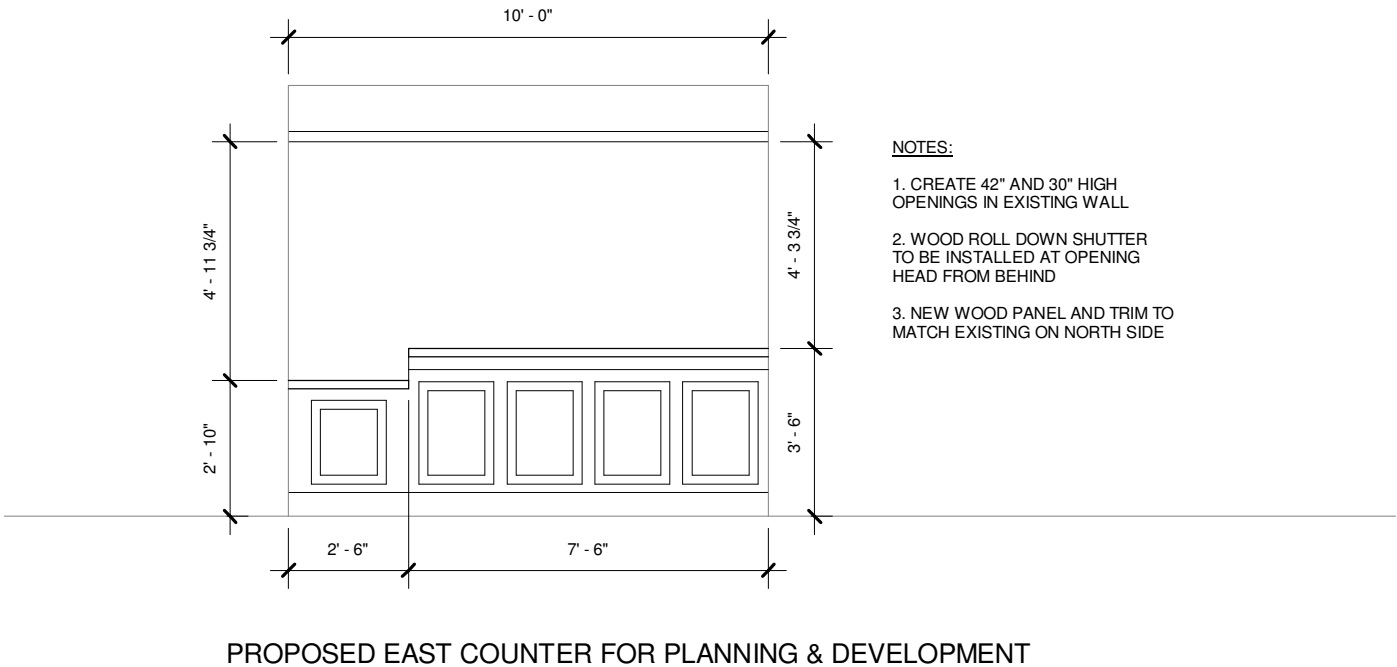
0'2'4'8'16'

SCALE: 3/32" = 1' - 0"



1 NORTH COUNTER

Scale: 1/4" = 1'-0"



2 EAST COUNTER

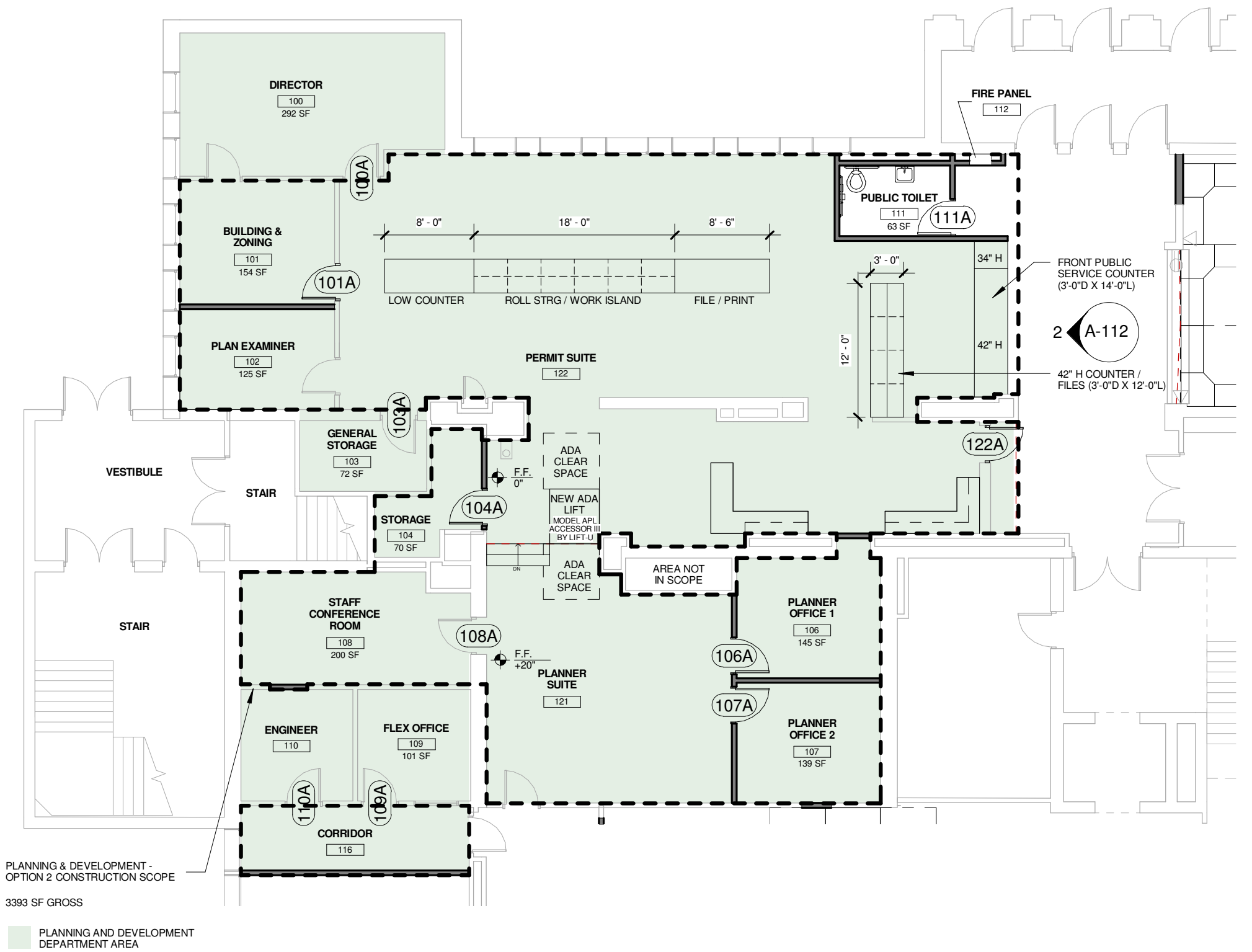
Scale: 1/4" = 1'-0"



EXISTING DOOR SCHEDULE - PLANNING AND DEVELOPMENT - OPTION 1																	
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
124E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	124E
130E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	130E
131E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	131E
133E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	133E
134E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	134E
135E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	135E
136E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	136E
137E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	137E
138E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	138E
139E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	139E
139E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	139E
140E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	140E
141E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	141E
149E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	149E
151E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	151E
152E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	152E
153E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	153E

DOOR SCHEDULE - PLANNING AND DEVELOPMENT - OPTION 1																	
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
113A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	113A
114A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	114A
130A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	130A
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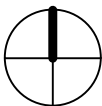
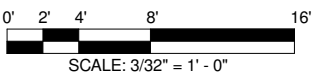
DOOR REMARK SCHEDULE	
REMARK NO.	REMARK
1	REMOVE EXISTING DOOR. SALVAGE TO BE REUSED
2	REUSE EXISTING DOOR
3	EXISTING DOOR TO REMAIN
4	REMOVE EXISTING DOOR
5	NEW DOOR



1

FLOOR PLAN

Scale: 3/32" = 1'-0"



GLEN ELLYN CIVIC CENTER RENOVATION STUDY PLANNING & DEVELOPMENT SUITE - OPTION 2



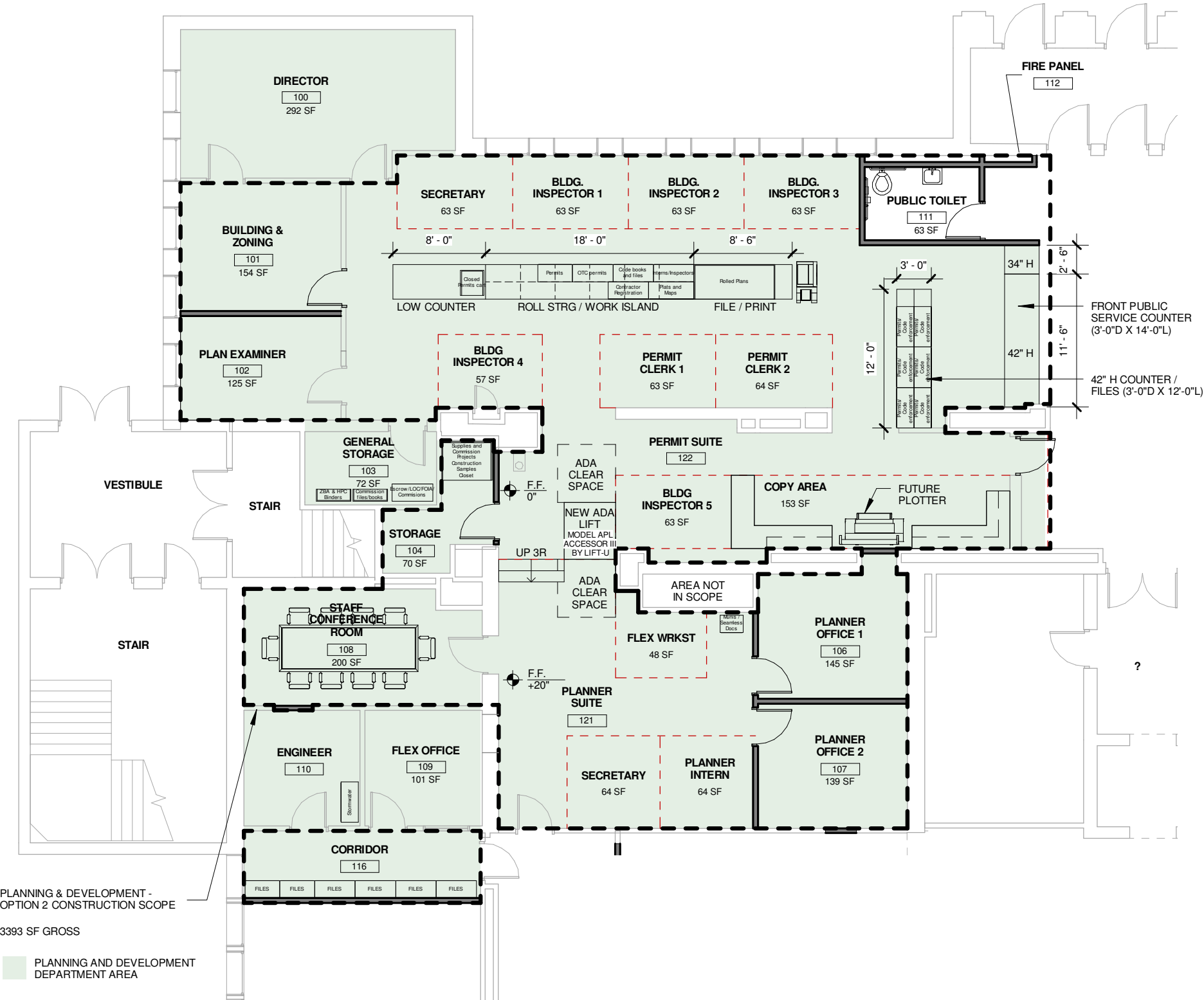
Dewberry[®]

PROJECT NO. 50068127

08/08/17

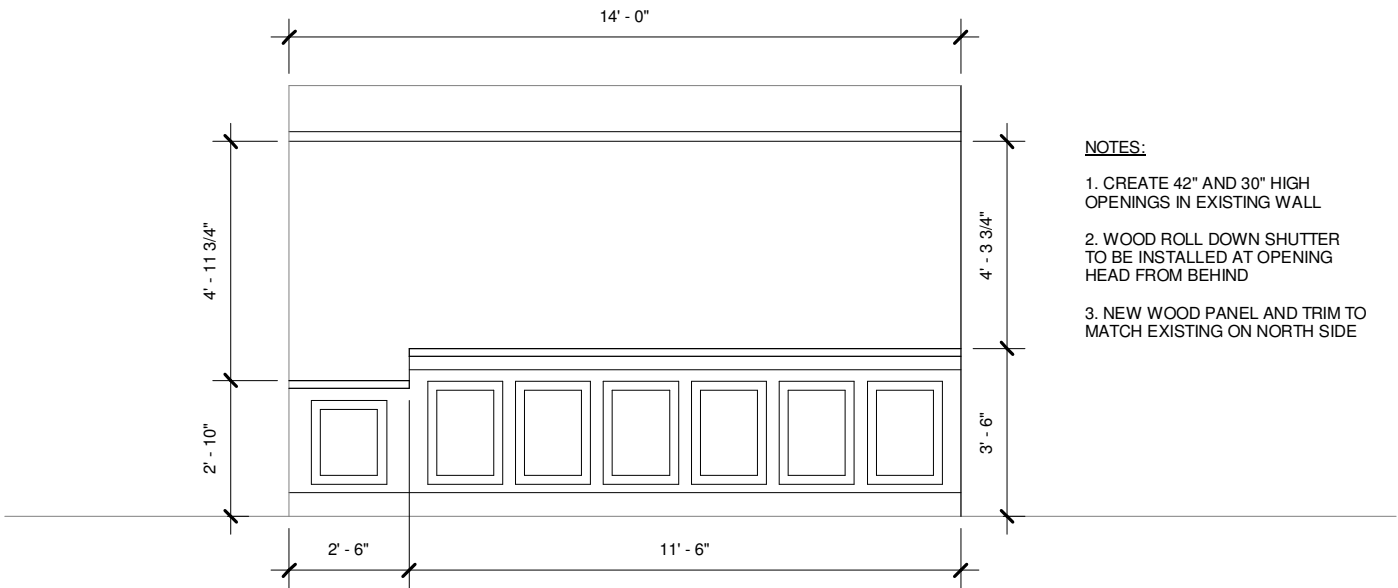
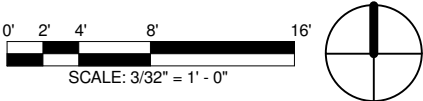
A-110

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1 FURNITURE PLAN

Scale: 3/32" = 1'-0"



PROPOSED EAST COUNTER FOR PLANNING & DEVELOPMENT

- NOTES:
- 1. CREATE 42" AND 30" HIGH OPENINGS IN EXISTING WALL
 - 2. WOOD ROLL DOWN SHUTTER TO BE INSTALLED AT OPENING HEAD FROM BEHIND
 - 3. NEW WOOD PANEL AND TRIM TO MATCH EXISTING ON NORTH SIDE

2 EAST COUNTER

Scale: 1/4" = 1'-0"

EXISTING DOOR SCHEDULE - PLANNING AND DEVELOPMENT - OPTION 2																	
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
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106E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						4	106E
108E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	108E
124E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	124E
133E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	133E
134E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	134E
135E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	135E
136E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	136E
137E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	137E
139E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	139E
140E	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						1	140E
149E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	149E
151E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	151E
152E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	152E
153E	1	2' - 6"		7' - 0"	1 3/4"	F	WD			WD						4	153E

DOOR SCHEDULE - PLANNING AND DEVELOPMENT - OPTION 2																	
DOOR NUMBER	DOOR								FRAME					FIRE LABEL	HARDWARE	REMARKS	DOOR NUMBER
	LEAF QTY	SIZE				TYPE	MATERIAL	GLAZING	TYPE	MATERIAL	GLAZING	SIDELIGHT WIDTH	TRANSOM HEIGHT				
		WIDTH	WIDTH (IF UNEVEN)	HEIGHT	THICKNESS												
101A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	101A
104A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	104A
106A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	106A
107A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	107A
111A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						5	111A
113A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	113A
114A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	114A
122A	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						2	122A
ASDF	1	3' - 0"		7' - 0"	1 3/4"	F	WD			WD						4	ASDF

DOOR REMARK SCHEDULE	
REMARK NO.	REMARK
1	REMOVE EXISTING DOOR. SALVAGE TO BE REUSED
2	REUSE EXISTING DOOR
3	EXISTING DOOR TO REMAIN
4	REMOVE EXISTING DOOR
5	NEW DOOR

INNOVATION DUPAGE

TENANT IMPROVEMENT STUDY

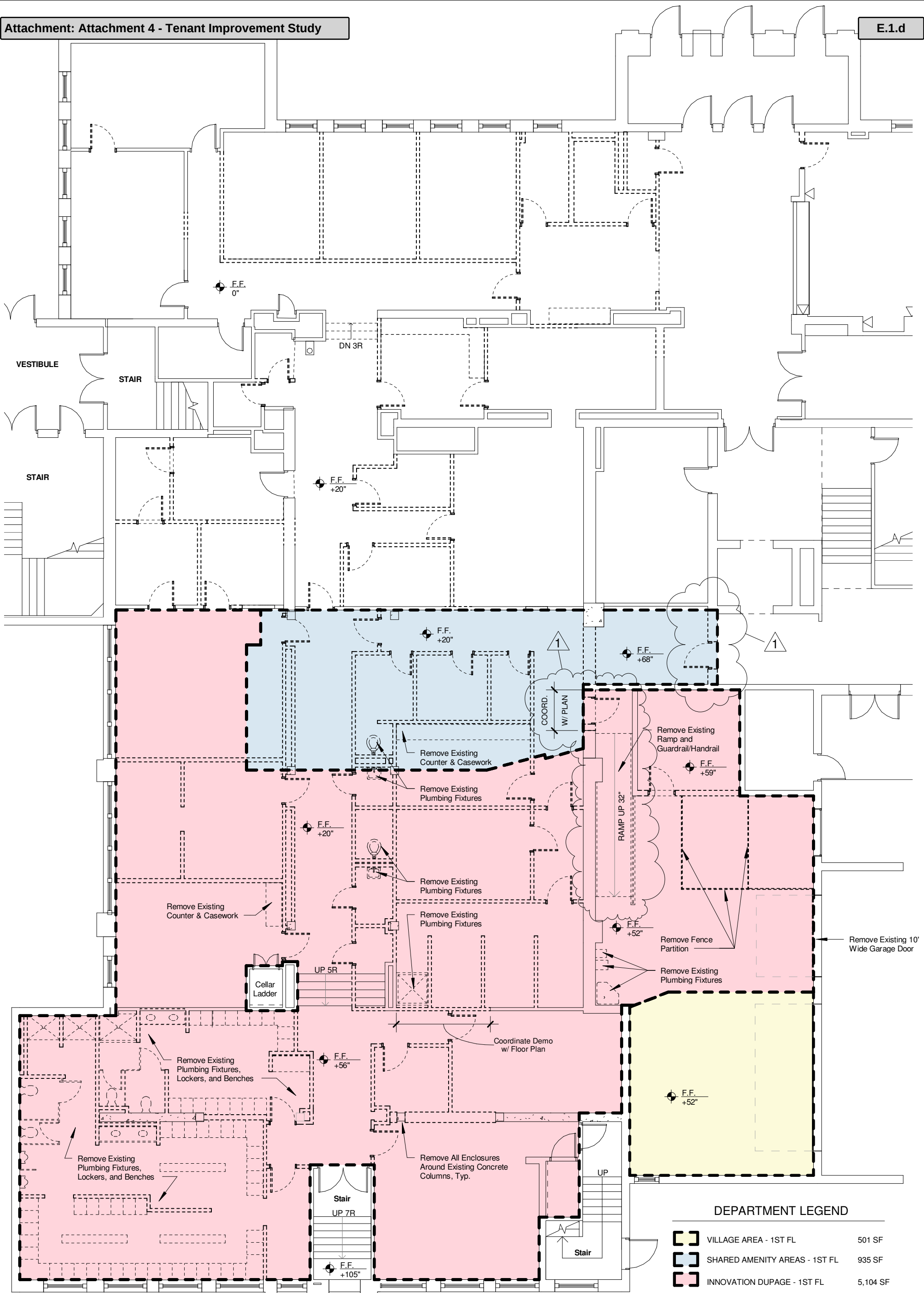


GLEN ELLYN CIVIC CENTER
535 DUANE STREET
GLEN ELLYN, IL 60137

CONCEPTUAL PRICING PACKAGE
ADDENDUM #1

10/09/17

NOT FOR PERMIT/
NOT FOR CONSTRUCTION



1

DEMOLITION PLAN

Scale: 3/32" = 1'-0"

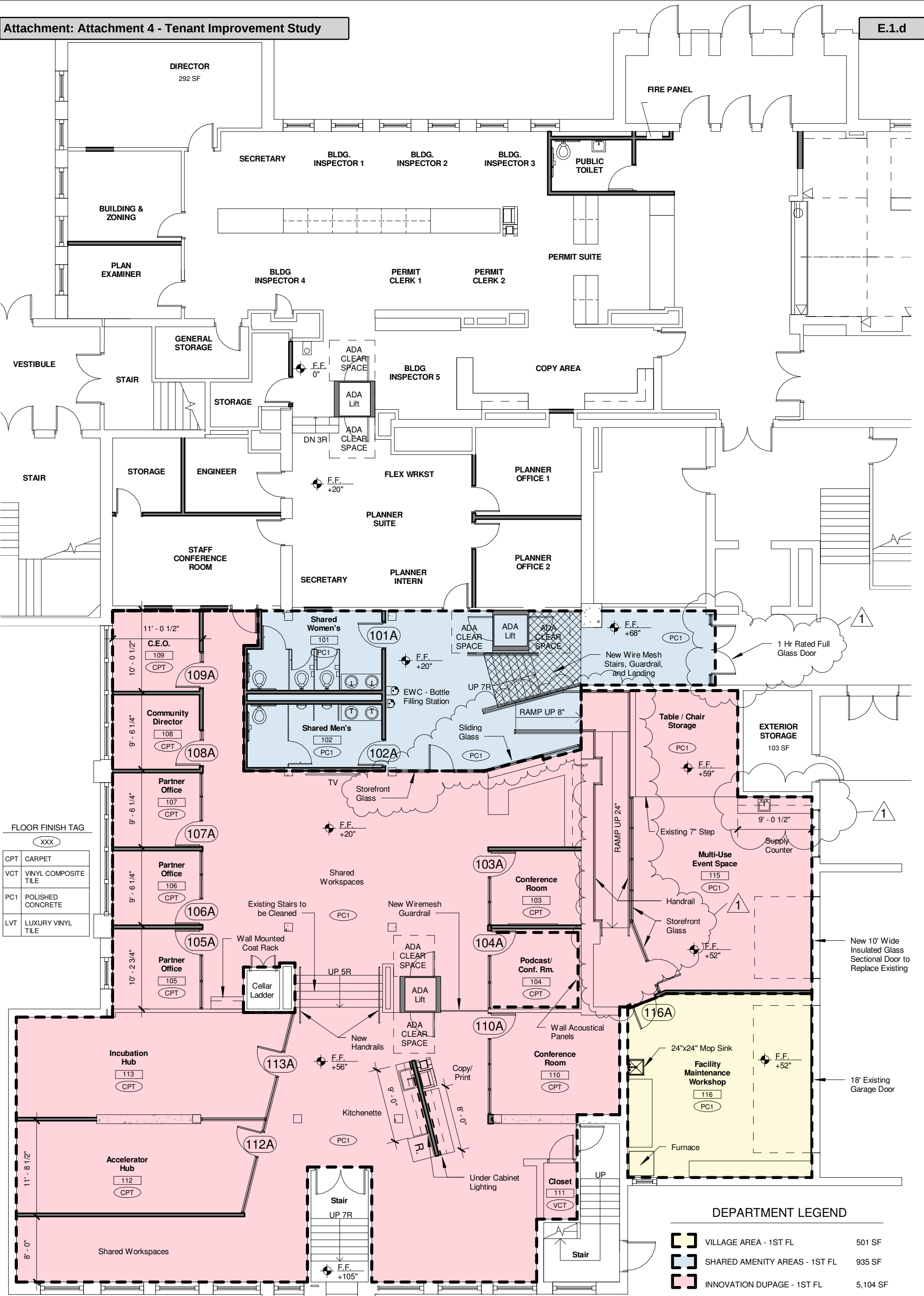
INNOVATION DUPAGE - TENANT IMPROVEMENT STUDY
FIRST FLOOR



PROJECT NO. 50097032

10/09/17

A-001
Packet Pg. 55



1 FLOOR PLAN

Scale: 3/32" = 1'-0"

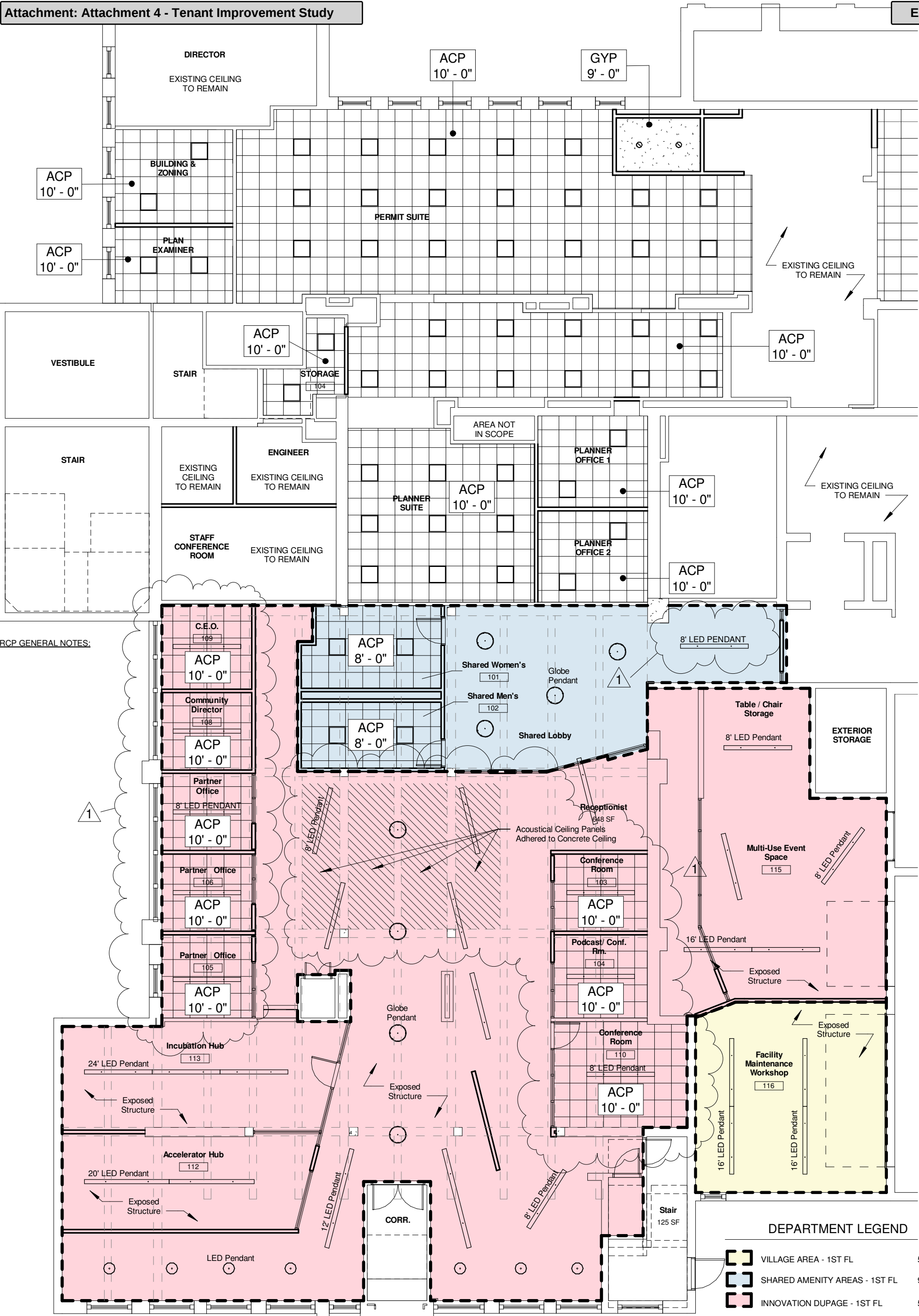
INNOVATION DUPAGE - TENANT IMPROVEMENT STUDY FIRST FLOOR



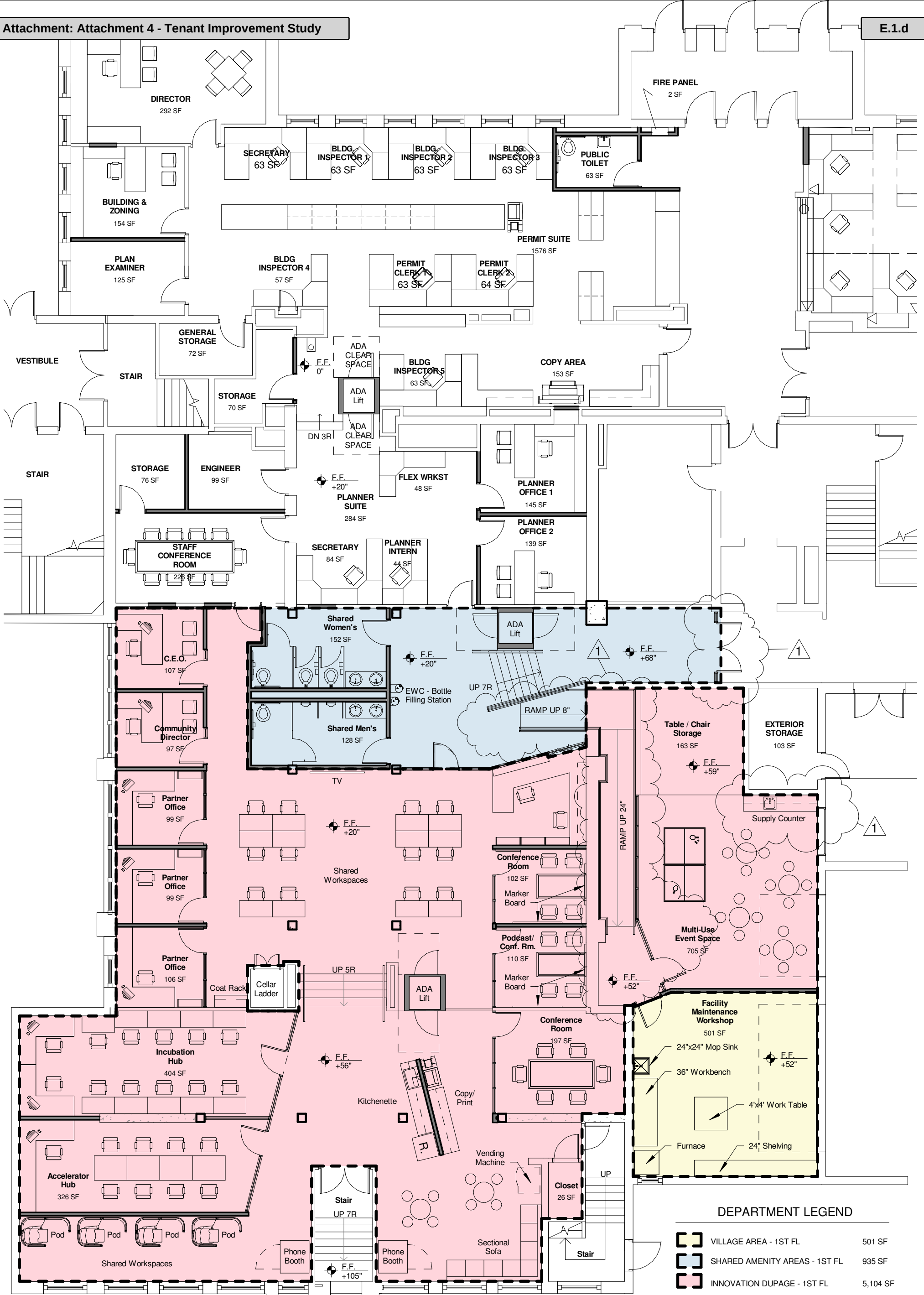
PROJECT NO. 50097032

A-002

Packet Pg. 56



1 REFLECTED CEILING PLAN
Scale: 3/32" = 1'-0"



1

FURNITURE PLAN

Scale: 3/32" = 1'-0"

INNOVATION DUPAGE - TENANT IMPROVEMENT STUDY
FIRST FLOOR



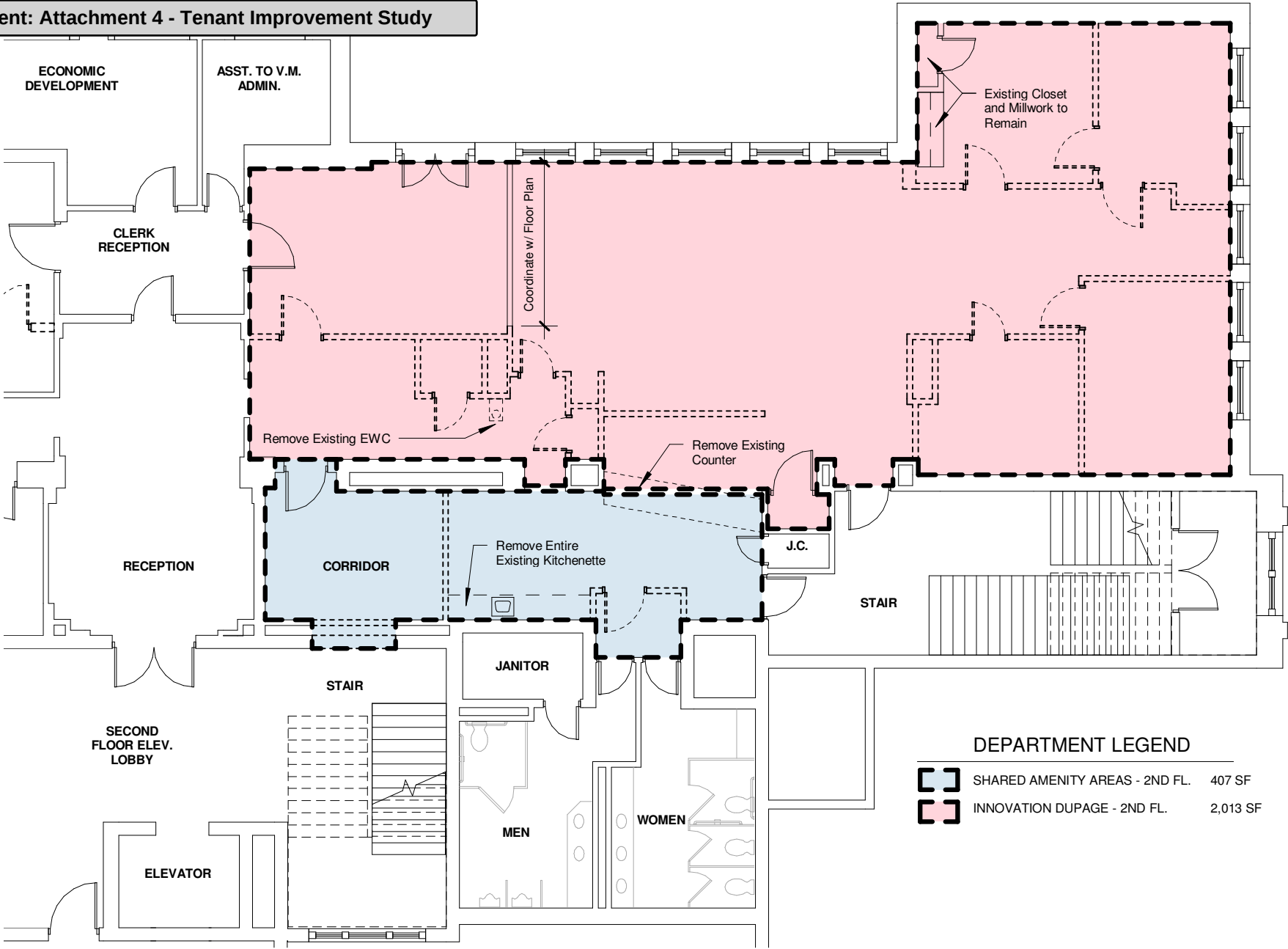
Dewberry®

PROJECT NO. 50097032

10/09/17

A-004

Packet Pg. 58

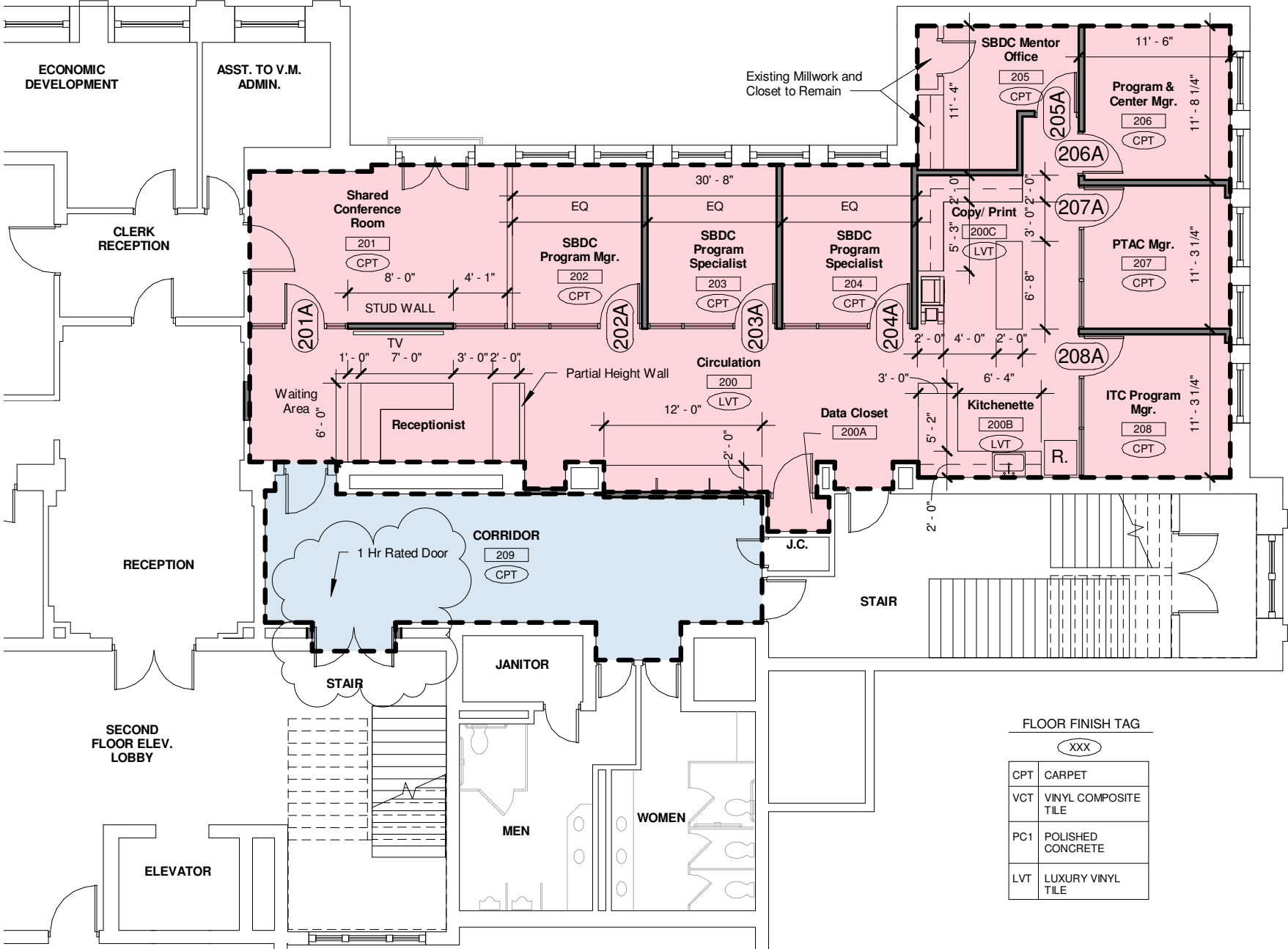


DEPARTMENT LEGEND

	SHARED AMENITY AREAS - 2ND FL.	407 SF
	INNOVATION DUPAGE - 2ND FL.	2,013 SF

1 DEMOLITION PLAN

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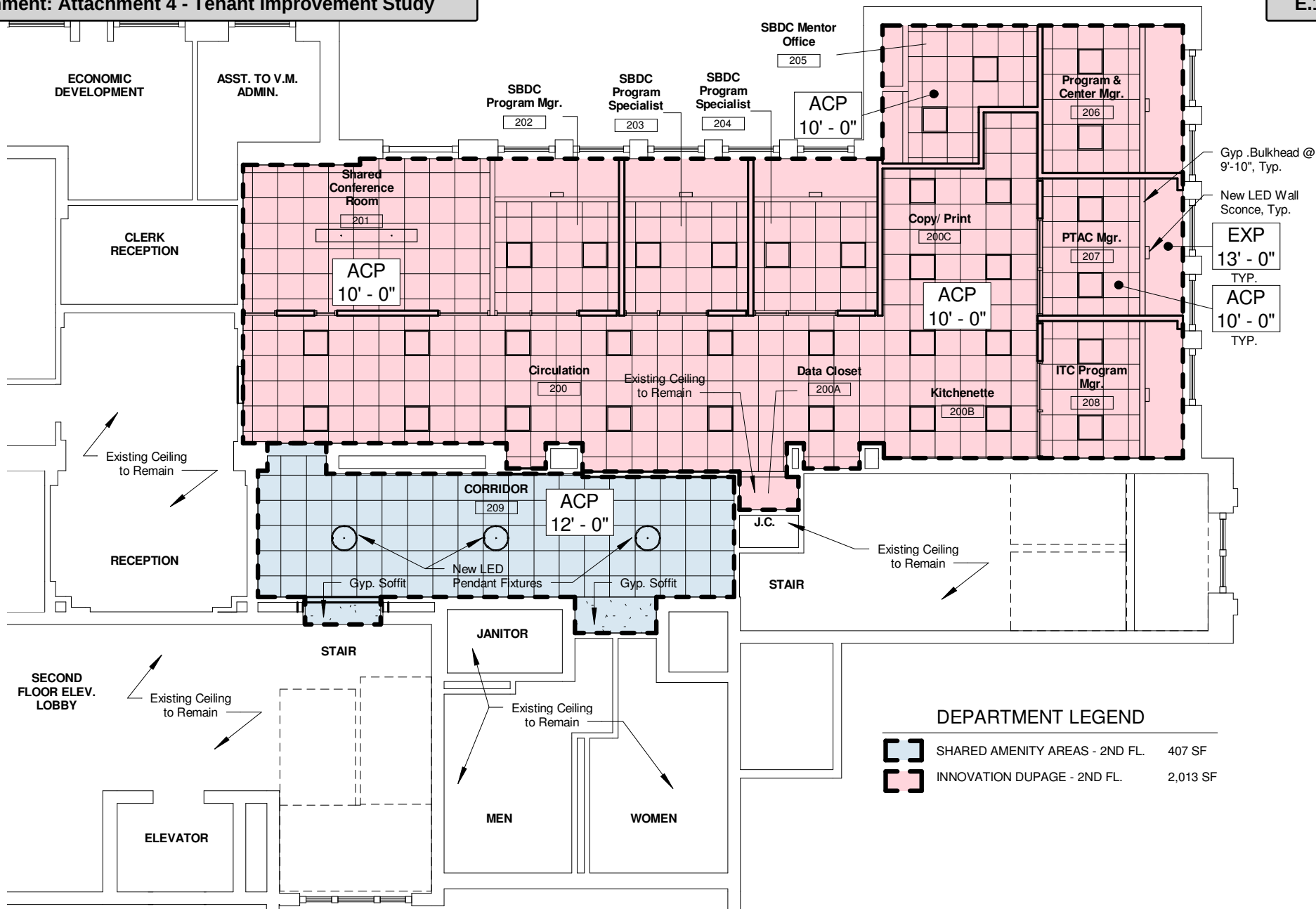


FLOOR FINISH TAG

XXX	
CPT	CARPET
VCT	VINYL COMPOSITE TILE
PC1	POLISHED CONCRETE
LVT	LUXURY VINYL TILE

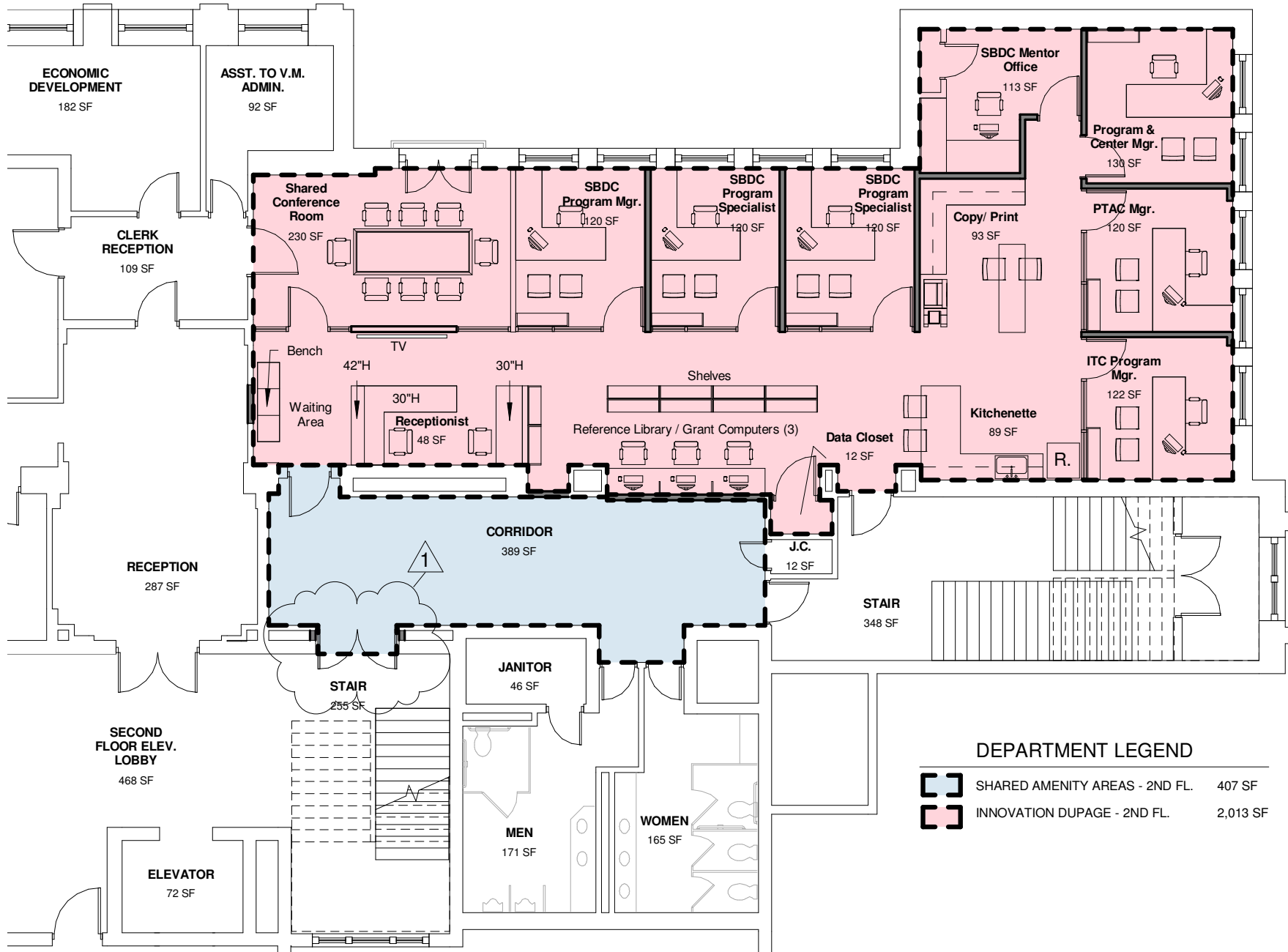
2 FLOOR PLAN

Scale: 3/32" = 1'-0"



2 REFLECTED CEILING PLAN

Scale: 3/32" = 1'-0"



1 FURNITURE PLAN

Scale: 3/32" = 1'-0"

INNOVATION DUPAGE - TENANT IMPROVEMENT STUDY

SECOND FLOOR



PROJECT NO. 50097032

10/09/17

A-006

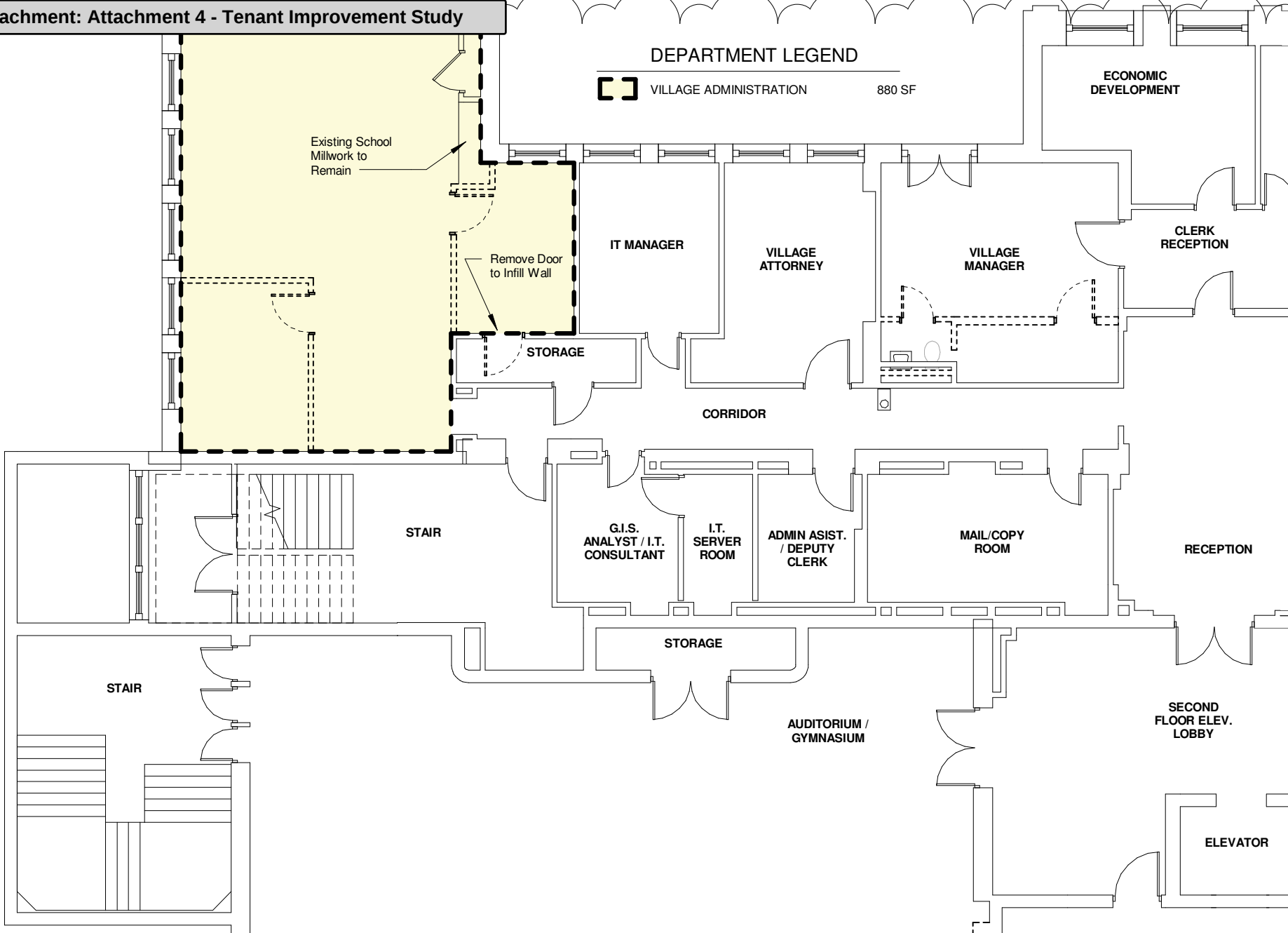
Packet Pg. 60

DEPARTMENT LEGEND



VILLAGE ADMINISTRATION

880 SF



1

VILLAGE ADMIN - DEMOLITION PLAN

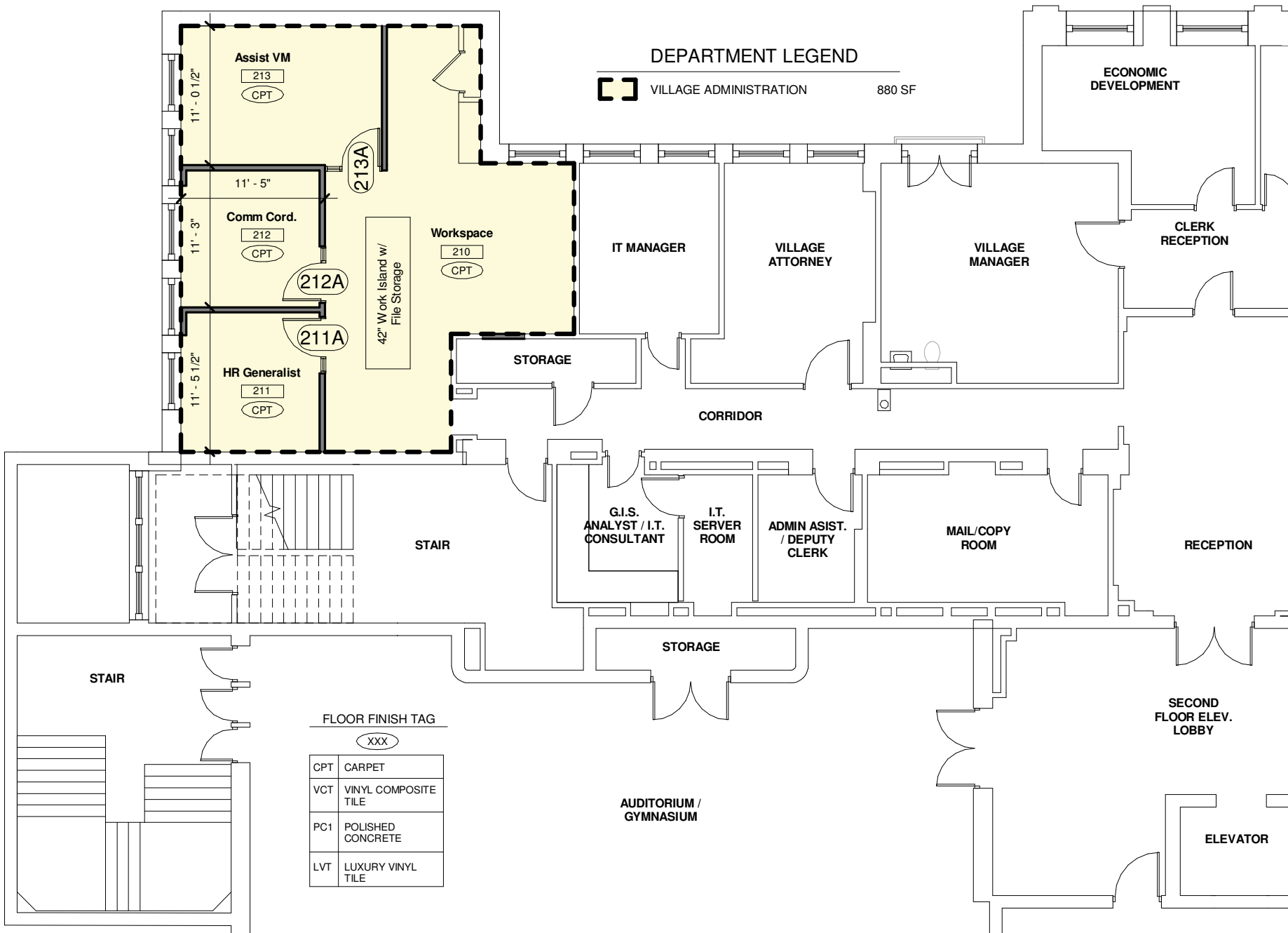
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DEPARTMENT LEGEND



VILLAGE ADMINISTRATION

880 SF



FLOOR FINISH TAG

XXX

CPT	CARPET
VCT	VINYL COMPOSITE TILE
PC1	POLISHED CONCRETE
LVT	LUXURY VINYL TILE

2

VILLAGE ADMIN - FLOOR PLAN

Scale: 3/32" = 1'-0"

INNOVATION DUPAGE - TENANT IMPROVEMENT STUDY

SECOND FLOOR

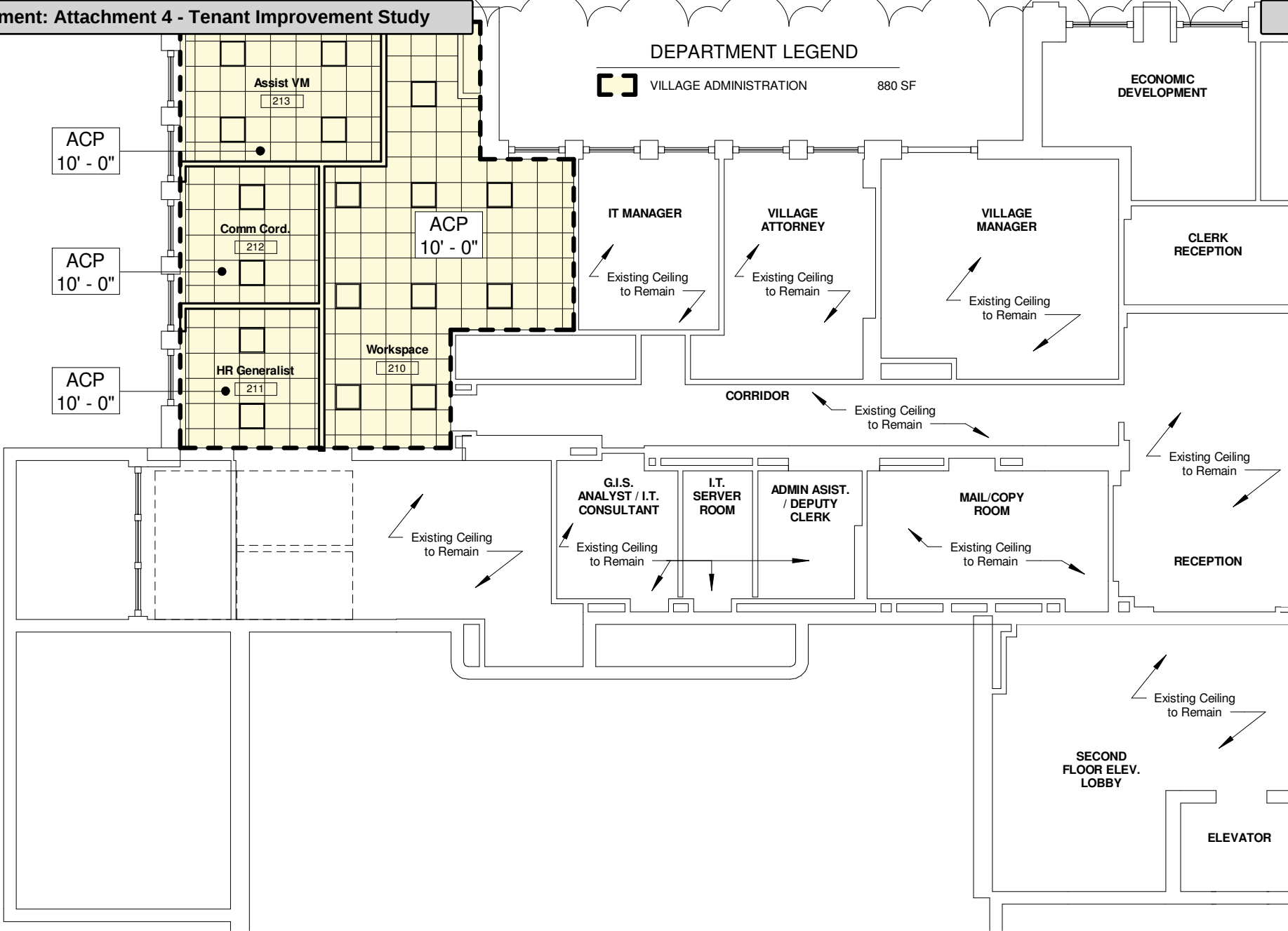


Dewberry[®]

PROJECT NO. 50097032

A-007

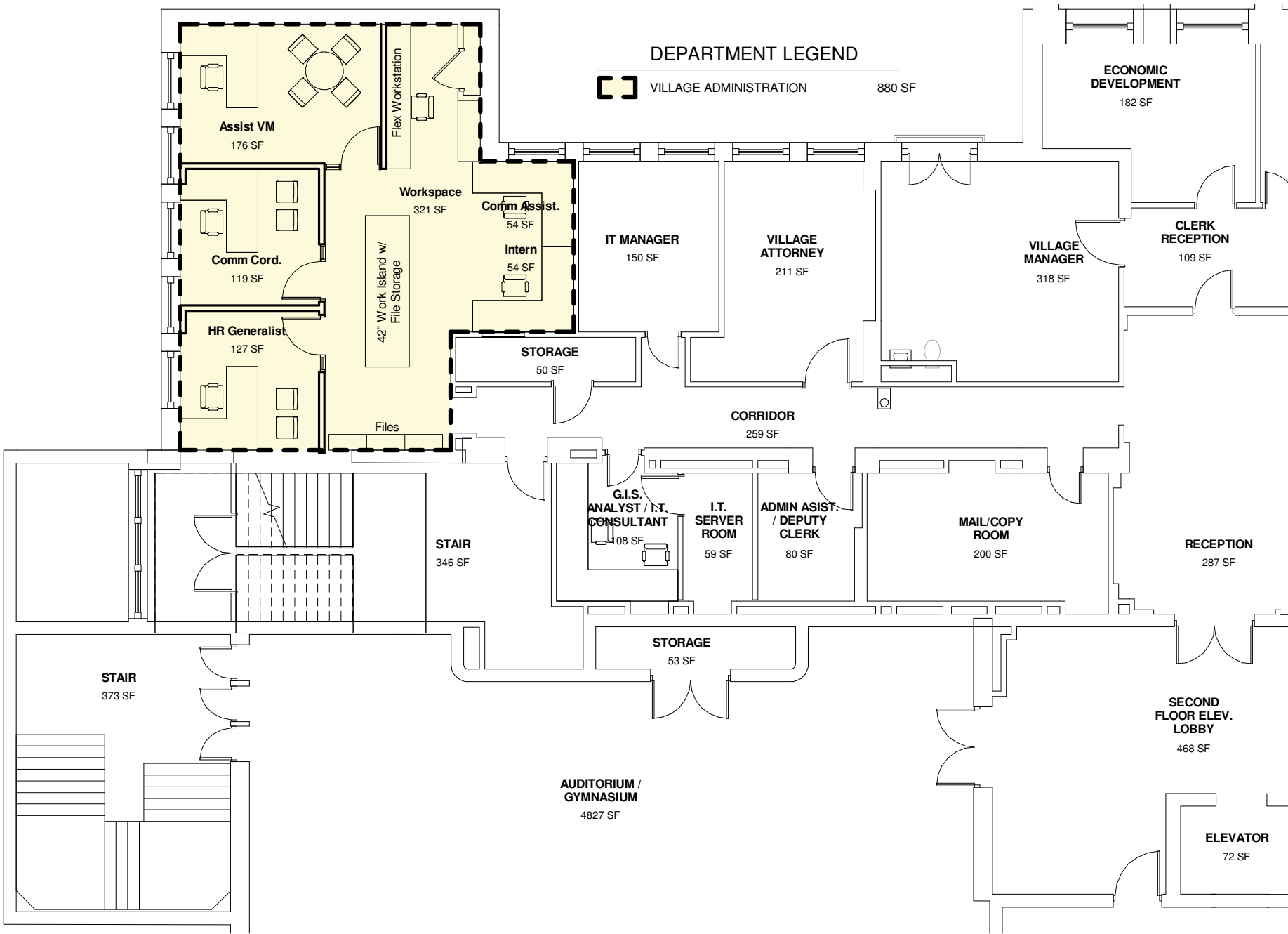
Packet Pg. 61



2

REFLECTED CEILING PLAN

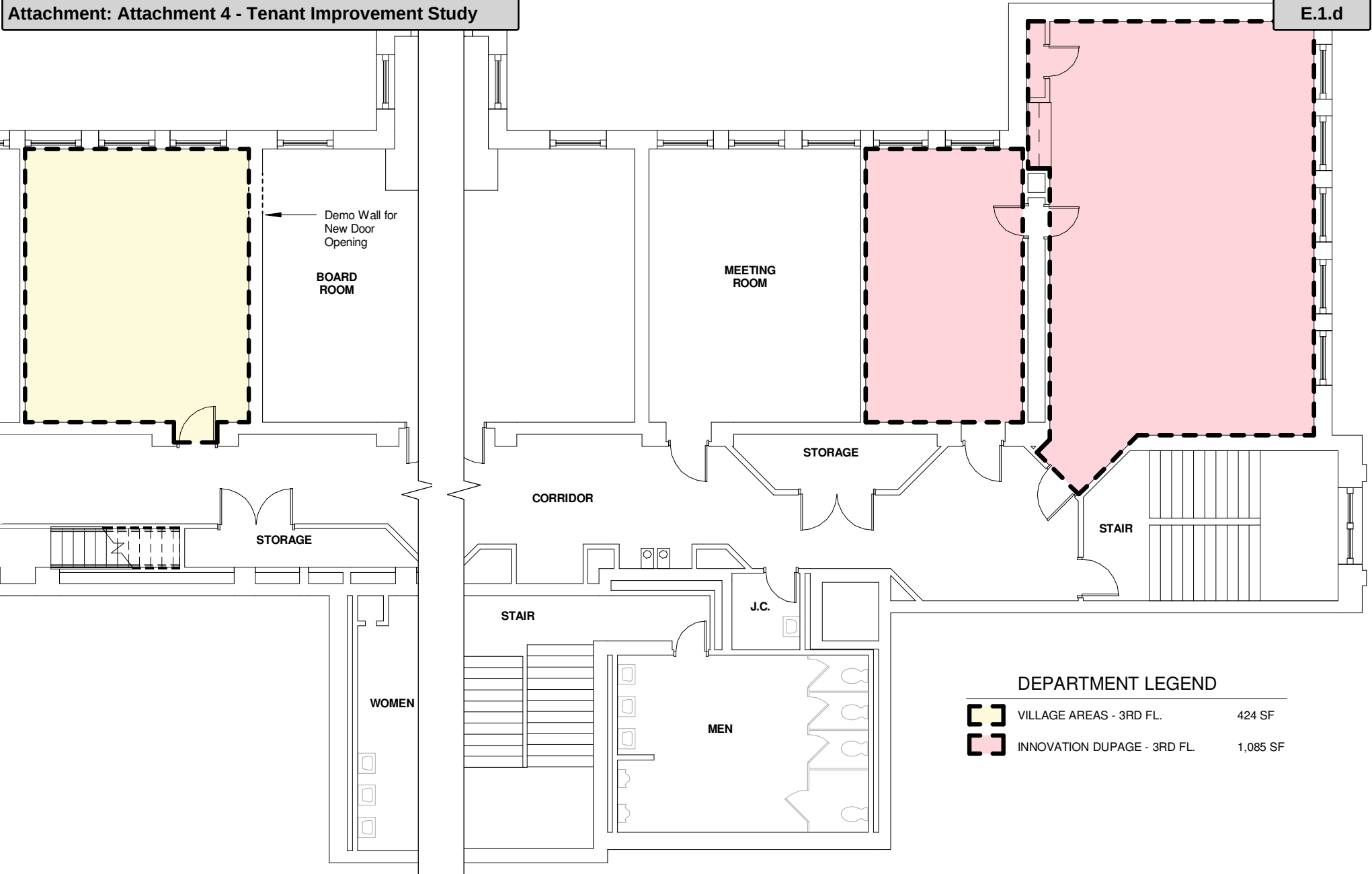
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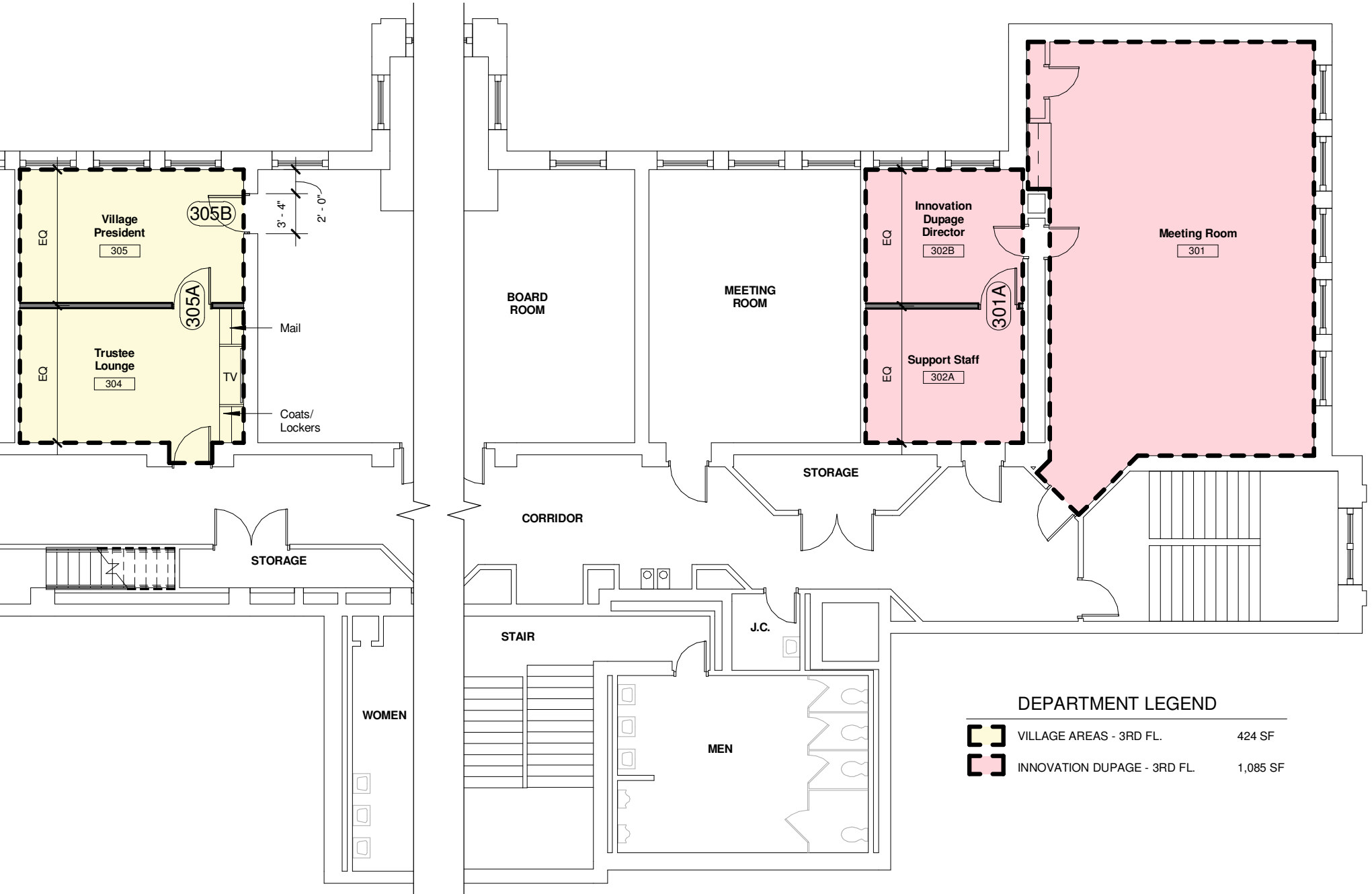
FURNITURE PLAN

Scale: 3/32" = 1'-0"



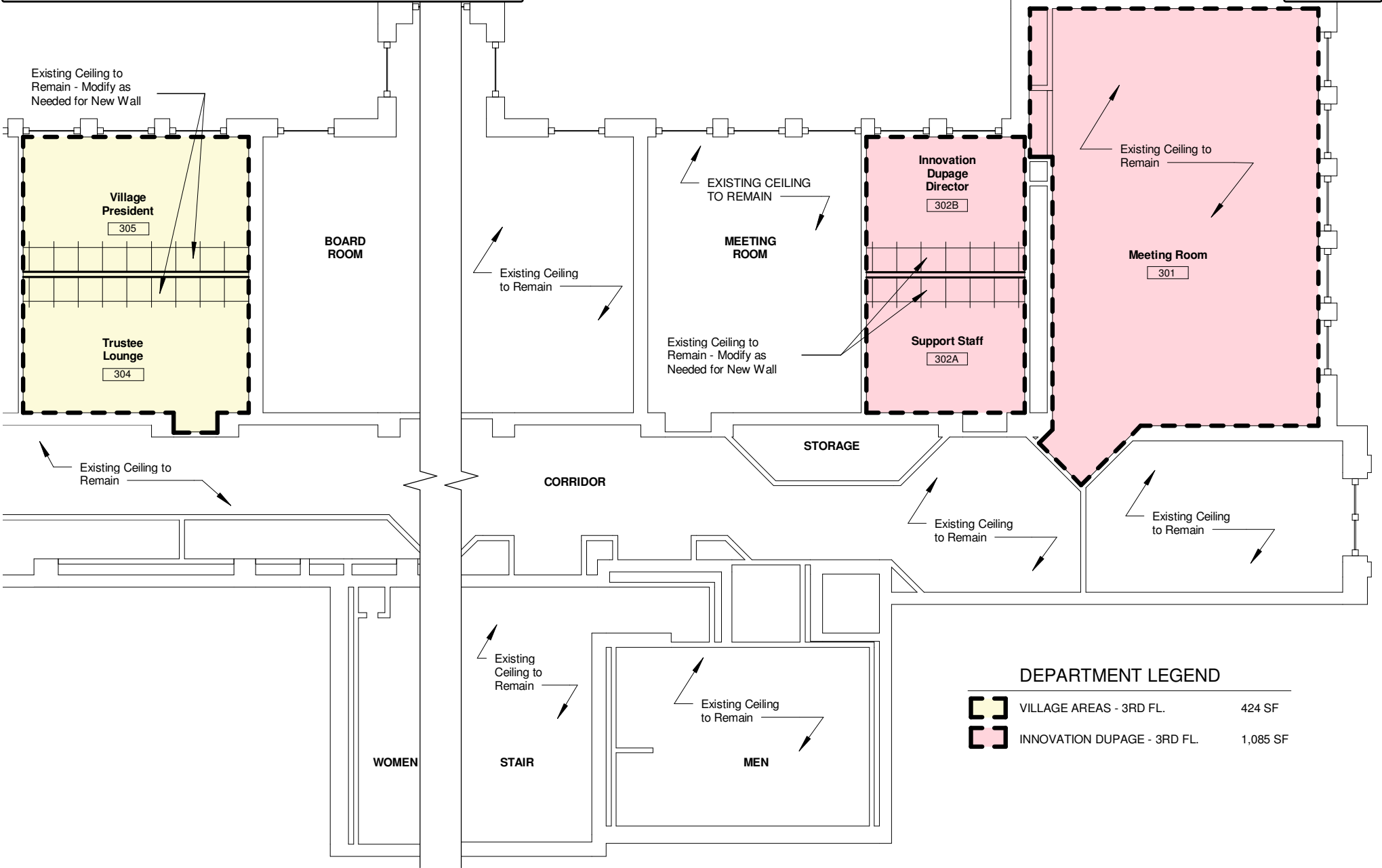
1 DEMOLITION PLAN

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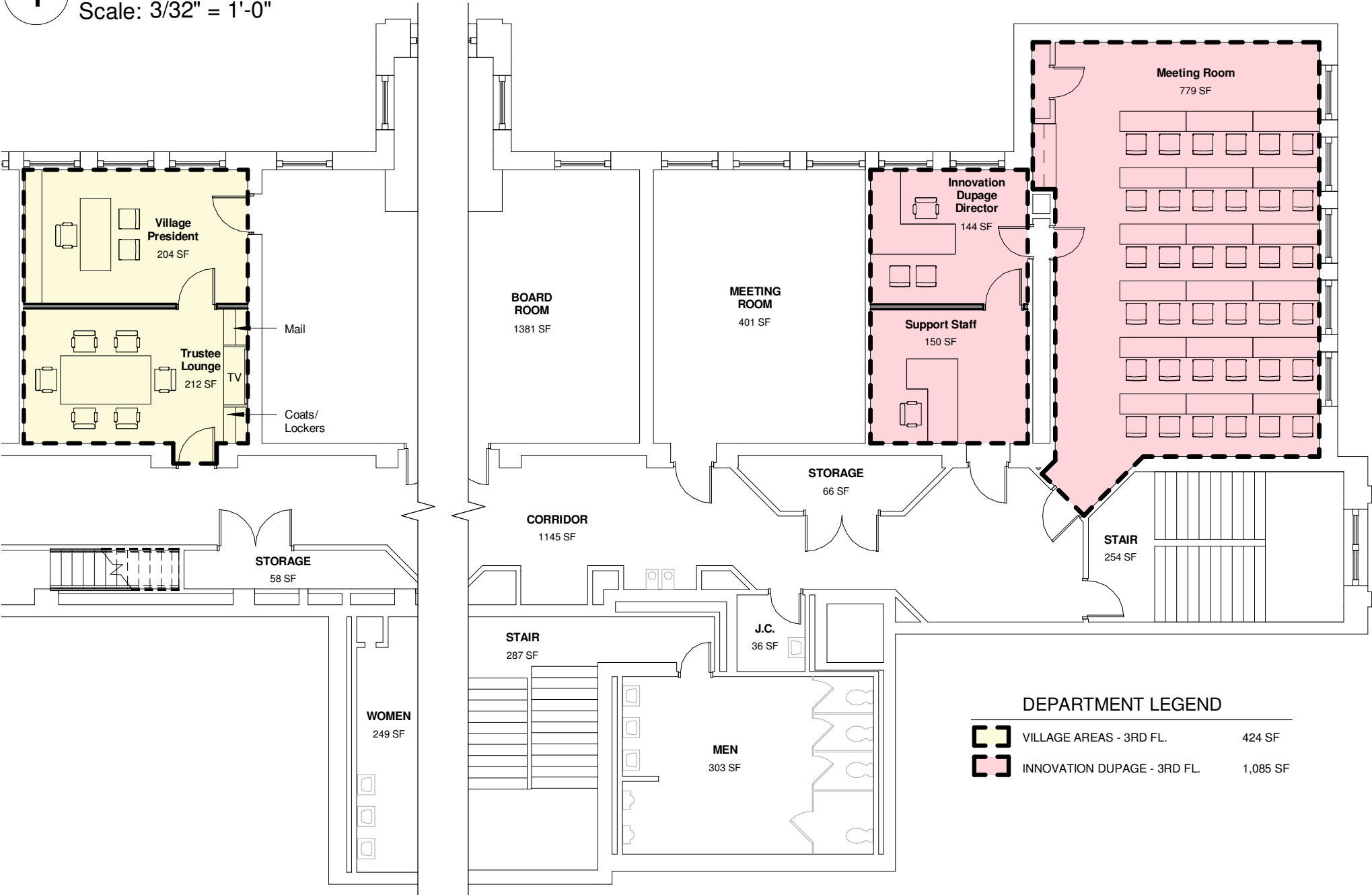
2 FLOOR PLAN

Scale: 3/32" = 1'-0"



1 REFLECTED CEILING PLAN

Scale: 3/32" = 1'-0"



2 FURNITURE PLAN

Scale: 3/32" = 1'-0"



1

EXTERIOR SIGNAGE

Scale: 12" = 1'-0"



Village of Glen Ellyn
Civic Center Tenant Improvements
Cost Estimating History - DRAFT

10/11/2017

	2014 estimates - Dewberry	construction area (sf)	cost/SF	Nov 2014 estimate - Geostam Construction	construction area (sf)	cost/sf	June 2015 estimate** - Leopardo V.E.	construction area (sf)	cost/sf	Aug 2017 estimates	construction area (sf)	cost/sf	Oct 2017 estimates	construction area (sf)	cost/sf
Pricing Packages															
Village: Finance (1st)	\$406,934	2640	\$154	\$127,900	1200	\$107	\$212,525	1966	\$108	\$271,095	1966	\$138	\$271,095	1966	\$138
Village: Planning & Development Opt #1 (1st)	n.i.c.	0		n.i.c.			n.i.c.			\$324,481	1813	\$179			
Village: Planning & Development Opt #2 (1st)	\$595,850	4426	\$135	n.i.c.			n.i.c.			\$458,336	3393	\$135	\$458,336	3393	\$135
Village: Maintenance Workshop (1st)													new		
Village: Admin Reno (2nd)													new		
Village: President's Suite (3rd)													new		
Shared Amenities: (1st)										\$279,223	756	\$369	new		
Shared Amenities: (2nd)													new		
COD Innovation Dupage: (1st)													new		
COD: Innovation Dupage (2nd)													new		
COD: Innovation Dupage (3rd)													new		
Construction Cost totals:	\$1,002,784	7066	\$142							\$874,799	3779	\$231			
FF&E budget	\$57,744			n.i.c.			ni.c.			\$48,500					
A/E fees / budget*	\$94,320			n.i.c.			ni.c.			\$72,500					
Total Project Costs:	\$1,154,848									\$995,799					
* 2017 A/E fees based on 8.25% of construction cost for finance, common amenities, and P&D Option #2															
** Escalation since 2015 has been 3.5%/ year; \$212,525 x 1.07% = \$227,402															
Common Amenities cost breakdown is \$140,193 for restrooms and \$139,030 for corridor / lift connections.															

5-YEAR FACM CIP FORECAST

				5 Year Facilities Capital Improvement Budget (2018 - 2022)						
	2017									
	Budget	Year-End Est. Actual	Under/(Over) Budget	CY 18	CY 19	CY 20	CY 21	CY 22	TOTAL	
Revenues										
Investment Income	\$ 2,500.00	\$ 4,200.00	\$ 1,700.00	\$ 4,200.00	\$ 2,000.00	\$ 2,060.00	\$ 2,121.80	\$ 2,185.45	\$ 12,567.25	
Contribution - General Fund	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$ 1,000,000.00	
Add'l Contribution - General Fund	\$ -	\$ 548,331.00	\$ 548,331.00							
Contribution - Water & Sewer Fund	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 250,000.00	
Contribution - Sewer	\$ 50,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 250,000.00	
TOTAL REVENUES	\$ 252,500.00	\$ 802,531.00	\$ 550,031.00	\$ 304,200.00	\$ 302,000.00	\$ 302,060.00	\$ 302,121.80	\$ 302,185.45	\$ 1,512,567.25	
Expenditures										
Civic Center	\$ 611,000.00	\$ 220,248.00	\$ 390,752.00	\$ 946,500.00	\$ 620,500.00	\$ 157,500.00	\$ 95,500.00	\$ 47,500.00	\$ 1,867,500.00	
Fire Stations (#1 & #2) - costs moved to Fire Serv Fund in 2018	\$ 178,900.00	\$ 152,820.00	\$ 26,080.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Reno Center-PW	\$ 99,400.00	\$ 107,064.00	\$ (7,664.00)	\$ 133,000.00	\$ 40,000.00	\$ 45,000.00	\$ 62,000.00	\$ 8,000.00	\$ 288,000.00	
Police Station	\$ -	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 20,000.00	
Stacy's Museum and History Center	\$ 49,000.00	\$ 34,000.00	\$ 15,000.00	\$ 10,000.00	\$ 28,000.00	\$ 25,000.00	\$ 20,000.00	\$ 17,500.00	\$ 100,500.00	
Churchill Woods	\$ -	\$ -	\$ -	\$ 75,000.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	
TOTAL EXPENDITURES	\$ 938,300.00	\$ 514,132.00	\$ 424,168.00	\$ 1,164,500.00	\$ 718,500.00	\$ 232,500.00	\$ 182,500.00	\$ 78,000.00	\$ 2,376,000.00	
INCREASE (DECREASE) IN FUND BALANCE	\$ (685,800.00)	\$ 288,399.00	\$ 125,863.00	\$ (860,300.00)	\$ (416,500.00)	\$ 69,560.00	\$ 119,621.80	\$ 224,185.45	\$ (863,432.75)	
FUND BALANCE - BEGINNING OF YEAR		\$ 923,709.00		\$ 1,212,108.00	\$ 351,808.00	\$ (64,692.00)	\$ 4,868.00	\$ 124,489.80		
FUND BALANCE - END OF YEAR		\$ 1,212,108.00		\$ 351,808.00	\$ (64,692.00)	\$ 4,868.00	\$ 124,489.80	\$ 348,675.25		



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 10/16/17 07:00 PM
Department: Planning & Development
Department Head: Staci Hulseberg
Category: Discussion Item
Prepared By: Kelly Purvis

SCHEDULED

AGENDA ITEM (ID # 2900)

DOC ID: 2900

Planning and Development Director Hulseberg will present the Village's Annexation Strategy - Northeast Village Limits (Discussion Only)

Background.

The attached map and information included below are meant to provide an overview of the actions and overall strategy the Village has taken in the northeasterly part of the community over the last couple decades. The Village has been working toward annexing the properties in the Hill Avenue vicinity, east of the Village limits, all the way to the planning jurisdiction boundary - roughly bounded by I-355. Many parts of this annexation strategy have been negotiated through Boundary Line and Intergovernmental Agreements with the Village of Lombard. We believe this strategy will help to promote the orderly and natural growth of the Village.

Area 1 - The Enclaves of Glen Oak is a 12 lot subdivision annexed in 2016. The project is currently under construction by Nitti Development. As part of the project, the Village water and sanitary sewer mains will be extended north on Cumnor Avenue and into the development at Developer's expense.

Area 2 - 0N201 Cumnor Avenue was recently purchased by Nitti Development (the developers of the Enclaves). They are planning to subdivide the lot into 2 parcels, annex the property to the Village and connect to the Village water and sanitary sewer mains, once extended, at their cost. They have submitted a request for annexation and subdivision and are moving forward through the approval process.

Area 3 - 0N170 Cumnor Avenue will be wholly surrounded and can be involuntarily annexed after 0N201 Cumnor Avenue (Area 2) is annexed. After annexation the property will be required to connect to Village water and sanitary sewer mains (although the Village Board, by resolution, may authorize an extension up to 20 years for connection to utilities and payment of fees and charges). If the property is connected to utilities in the next 10 years, it would be subject to a recapture agreement in place by the developer of the Enclaves and would have to pay a proportionate share of approximately \$9,200 to connect to the water main and \$18,600 to connect to the sanitary sewer main.

Area 4 - 982-992 Hill Avenue was annexed in 2006, subdivided and approved for a 6-lot single family subdivision. The prior owner of the property passed away and the property was sold to P.J. Murphy, who initially indicated he would develop the project as previously approved. Village staff has been working to negotiate a reduction in the cost of required public improvements for the development. We are awaiting a response from the developer.

Area 5 - The Elliot property annexation negotiations began in 2009. At that time, Mr. Elliot wanted the Village to assist in the rehabilitation of the Hill Avenue Bridge (fully within the

Village of Lombard's jurisdiction) and agreed to contribute up to \$35,000 toward the cost of its repair if it could be expedited, as the closure of the bridge was resulting in financial losses for his business. This contribution would have been included in an Annexation Agreement which would involve the annexation of his property. Due to project delays, Mr. Elliot withdrew his contribution offer for the bridge. The Hill Avenue bridge project was completed in 2017 with a payment of up to \$300,000 from the Village of Glen Ellyn toward the project.

Negotiations with Mr. Elliot have continued over the years but have been moving slowly. Staff continues to be interested in the annexation, but the utility issues in this area are complicated and could be costly for Mr. Elliot. Mr. Elliot's property is currently served with water and sewer from the Village of Lombard even though his property is not located in Lombard. Mr. Elliot built the privately-owned water infrastructure on his property in the 1960's. The system functions, but experiences main breaks frequently and would unlikely withstand the increased water pressure that would result from connection to a new Glen Ellyn water main. Our Engineers have estimated that the PSI for the water main in this area (close to the river) will be approximately three times the PSI that the Village of Lombard's main operates at in this area. The Planning & Development and Public Works Departments have been working with Mr. Elliot to find a reasonable solution. For more information regarding negotiations with Mr. Elliot please see the attached memo to the Village Board dated June 21, 2017.

Mr. Elliot's properties are key pieces for the Village to move forward with an annexation strategy for this area to encourage zoning consistency, orderly growth and looping of the Village's water main in the future to our existing water main on Crescent.

Area 6 - 21W251 Hill Avenue is currently connected to Mr. Elliot's private water system and receives water through Mr. Elliot from the Village of Lombard. The property owner will likely want to annex and connect to the Village of Glen Ellyn's water system if and when the water main is constructed in the Hill Avenue right-of-way and Lombard's water main is abandoned, rather than installing a well to serve the property. Once the Village's water main is constructed in the Hill Avenue right-of-way, Glen Ellyn will have no obligation to serve this lot and the illegal connection to Elliot's system would be eliminated. There is also a possibility of involuntarily annexing this property after some of the surrounding properties annex.

Area 7 - 21W180 & 21W200 Hill Avenue - These properties were previously located in the Village of Lombard, but were disconnected by Lombard in 2009. Glen Ellyn entered into annexation agreements with these property owners in 2013. Since most of the properties are connected to Lombard's water main currently, the Annexation Agreements include provisions that at such time that the Village of Glen Ellyn constructs a water main in the Hill Avenue right-of-way, if upgrades to the private utility service lines are needed in order to make the connection to the Village's system, the property owners will contribute up to \$5,000 toward the cost and the Village will pick up the remainder of the cost. Within the Annexation Agreement for 21W180 Hill Avenue, the Village negotiated a utility easement on the property that will eventually allow the Village to loop its water system from Crescent Boulevard to Hill Avenue. The utility easement is identified on the Annexation Strategy Map. The annexation agreements for Area 7 also required that the Village create a light industrial zoning district. The Village completed this

in 2013. Contiguity to these properties can be attained through Mr. Elliot's property (Area 5) or through the Forest Preserve properties (Area 11) once annexed. The Annexation Agreements for these properties are in effect until 2033.

Area 8 - Glen Oak Country Club - In order to connect to the Village's water main a portion of the Country Club was annexed to the Village in 2014. This annexation was pursued in order to provide contiguity to the Elliot properties (Area 5) and 21W180 & 21W200 Hill Avenue (Area 7).

Area 9 - Prairie Path - Planning & Development staff has begun discussions with DuPage County regarding the possible annexation of the Prairie Path from Whittier Avenue to the Village planning jurisdiction boundary. If DuPage County is amenable, we anticipate annexation of this property sometime in 2018. Annexation of the Prairie Path property would allow the option to wholly bound and involuntarily annex additional properties if the Village Board were interested in doing so.

Area 10 - Union Pacific Railroad - Planning & Development staff has begun discussions with Union Pacific Railroad regarding the potential annexation of the railroad property starting at its western boundary within the Village east to the Village's planning jurisdiction boundary. If Union Pacific is agreeable, we anticipate this could happen sometime in 2018. The annexation of the UP property would allow the Village the option to wholly surround and involuntarily annex additional properties if the Village Board were interested in doing so.

Area 11 - 889 St. Charles Road - DuPage County Forest Preserve District property (McKee House and maintenance facility) - It is the policy of the Forest Preserve not to allow the annexation of its property. However, an Intergovernmental Agreement with the Forest Preserve to allow the Village to lease the property for salt storage and oversee the rehabilitation or demolition of the McKee House, the Forest Preserve agreed to annex the property. The property will be annexed in order to facilitate the maintenance of the property by the Village. 889 St. Charles Rd (the McKee & salt storage facility property) is currently in the Village limits of Lombard and will be de-annexed in accordance with the Boundary Line Agreement between Lombard and the Village of Glen Ellyn. The second property, which is south of the McKee House and salt storage facility is needed for contiguity and will be annexed as well. The Village anticipates annexation of the two Forest Preserve properties within the next 6 months.

Area 12 - 21W302 Crescent Boulevard - the owners of this property signed an annexation agreement with the Village in 2000 in order to connect to the water main in the Crescent Boulevard right-of-way. The property will become contiguous after the annexation of the Forest Preserve properties (Area 11) and can then be annexed. The owners of the property have already connected the residence to the Crescent Boulevard water main and have paid for their proportionate share of the construction costs for the water main.

Area 13 - 1050, 21W330, 21W276, 21W262, 21W254, 21W240, 21W325, & 1075 Crescent Boulevard and 0N461 Scott Avenue - do not have annexation agreements with the Village and

are not connected to the Village's water main in the Crescent Boulevard right-of-way or Scott Avenue right-of-way. When wholly surrounded, these properties could be involuntarily annexed and required to connect to the Village's water mains.

Areas 14a and 14b - Cumnor, Acorn, Fairway and Walnut neighborhoods - the Village has spoken with various residents of this neighborhood over the years regarding the possibility of a utility extension project and annexation for this area. The Planning and Development and Public Works Departments have held 3 resident meetings (2008, 2011 and most recently in January of 2017) with home owners in this area. At each meeting, the Village covered approximate costs for extension of water and sanitary sewer mains and the process and costs associated with annexation to the Village. The estimated proportionate cost to property owners for the connections is \$50,000, not including the cost of permits and service line connections to the homes.

Bob Minix distributed a survey to the property owners in July 2017 to gauge what level of interest current home owners have in utility extension and annexation and to see what level of individual contribution homeowners felt was feasible for the project. The results of the survey showed low interest in the project with only 38 total responses from 64 properties, and only 14 in favor of the project and annexation (see attached map of survey results). Without a substantial Village contribution, making the project less costly to the property owners, it is unlikely that utility extensions into these neighborhoods will move forward. There is a possibility that these areas may be wholly surrounded in the future and could be involuntarily annexed. Additional information regarding the costs to extend utilities to areas 14a and 14b is provided below in the "Utilities" section of this memo.

Area 15 - This Forest Preserve District-owned property could be wholly surrounded and involuntarily annexed in the future. It is unlikely that this property would be annexed voluntarily, as the Forest Preserve District prefers to remain unincorporated.

Utilities.

Hill Avenue - The 2010 Intergovernmental Agreement (IGA) with Lombard stipulated that Lombard would continue to provide water to the properties on Hill Avenue until such time that Glen Ellyn extends water to the area. As part of the IGA, the Village of Glen Ellyn also agreed to take over the Glen Oak lift station and the sanitary sewer lines on Hill Avenue, no later than January 2018. The Village negotiated this IGA with the expectation that the properties west of the Hill Avenue Bridge would annex to the Village of Glen Ellyn and that at some point, the Village would extend water northeasterly on Hill Avenue.

For many years, the Village has been discussing the construction of a water main extension northeasterly along Hill Avenue that would loop underneath the Union Pacific Railroad and through an easement on 21W180 Hill Avenue (Area 7) (easement indicated in orange on the Existing Conditions - Utilities Map). The looping of the water system would result in greater water pressure in this area of the Village, eliminate dead end connections on Crescent Boulevard and Hill Avenue (see attached Existing Conditions - Utilities Map) and increase the overall water

quality for this part of the Village. The IGA stipulates that at such time that the Village of Glen Ellyn extends a water main up Hill Avenue, Lombard will abandon the existing water main servicing the individual properties west of the bridge. This would mean that Area 6, Area 7 and the Elliot properties (Area 5), currently serviced by Lombard, would need to connect to the Village of Glen Ellyn's new water main.

Cumnor, Acorn, Fairway & Walnut Neighborhood - As previously mentioned, Village water and sanitary sewer mains will be extended north on Cumnor and into the Enclaves subdivision (area in red on the Existing Conditions - Utilities Map). With this project underway, several property owners in the Cumnor, Acorn, Fairway and Walnut neighborhood (Area 14a and 14b) have expressed renewed interest in contributing to a utility extension project (both water and sanitary sewer) in these areas. Analysis provided by Village Engineers has shown that the household contribution to such a project is estimated at approximately \$50,000 per property. This estimate assumes a low interest rate, a payback of 20 years and a high level of home owner participation to share the costs. The large cost per property is due, in part, to the long stretch of Hill Avenue that does not have any houses to contribute to the project costs (a piece that may provide a substantial benefit to the Village). Few property owners in this area are interested in annexation due to the high cost estimates to connect to utilities. The Village would likely receive more interest if the Village were to absorb a greater portion of the project cost, thereby lowering the expense to property owners.

Village Board Action.

This memo provides evidence of the many steps that the Village has taken over the years that would allow the looping of our water system and the annexation of properties in the northeastern part of the Village's planning jurisdiction.

The water extension project is important, but costly. If the Village were to assume a larger portion of the cost of the project, more homeowners would likely participate, spreading the cost of the project. Staff analysis shows that most or all of this unincorporated area can be annexed to the Village. The questions before the Village Board are as follows:

- Should the Village absorb more of the cost of the water main extension/looping project to make it more affordable and increase the likelihood for more properties to annex and connect to the Village water and sanitary mains?
- What parts of the project, if any, would the Village be willing to supplement and to what extent?
- Should the Village pursue involuntary annexation of any of the properties in this area?

Staff looks forward to executing the annexation agreement with Elliott over the next few months and working with Lombard on utility improvements in preparation for the lift station transfer in January 2018. The boarder capital plans will be vetted more thoroughly with the Village Board over the next few years as part of the regular capital planning process.

Attachments.

- Map - Annexation Strategy - Northeast Glen Ellyn
- Village Board Memo - Elliot Annexation Update, dated June 21,2017
- Map - Glen Oak Utility and Annexation Survey Results and Resident Emails
- Map - Existing Conditions - Utilities

CC: Greg Mathews, Village Attorney
Julius Hansen, Director of Public Works
Rich Daubert, Professional Engineer
Bob Minix, Professional Engineer
John Hubsky, Utilities Superintendent
John Sterrett, Village Planner

X:\PLANDEV\PLANNING\ANNEXATIONS\HILL AVENUE\ANNEXATION
STRATEGY MEMO - NE VILLAGE LIMITS - FINAL MEMO.DOC

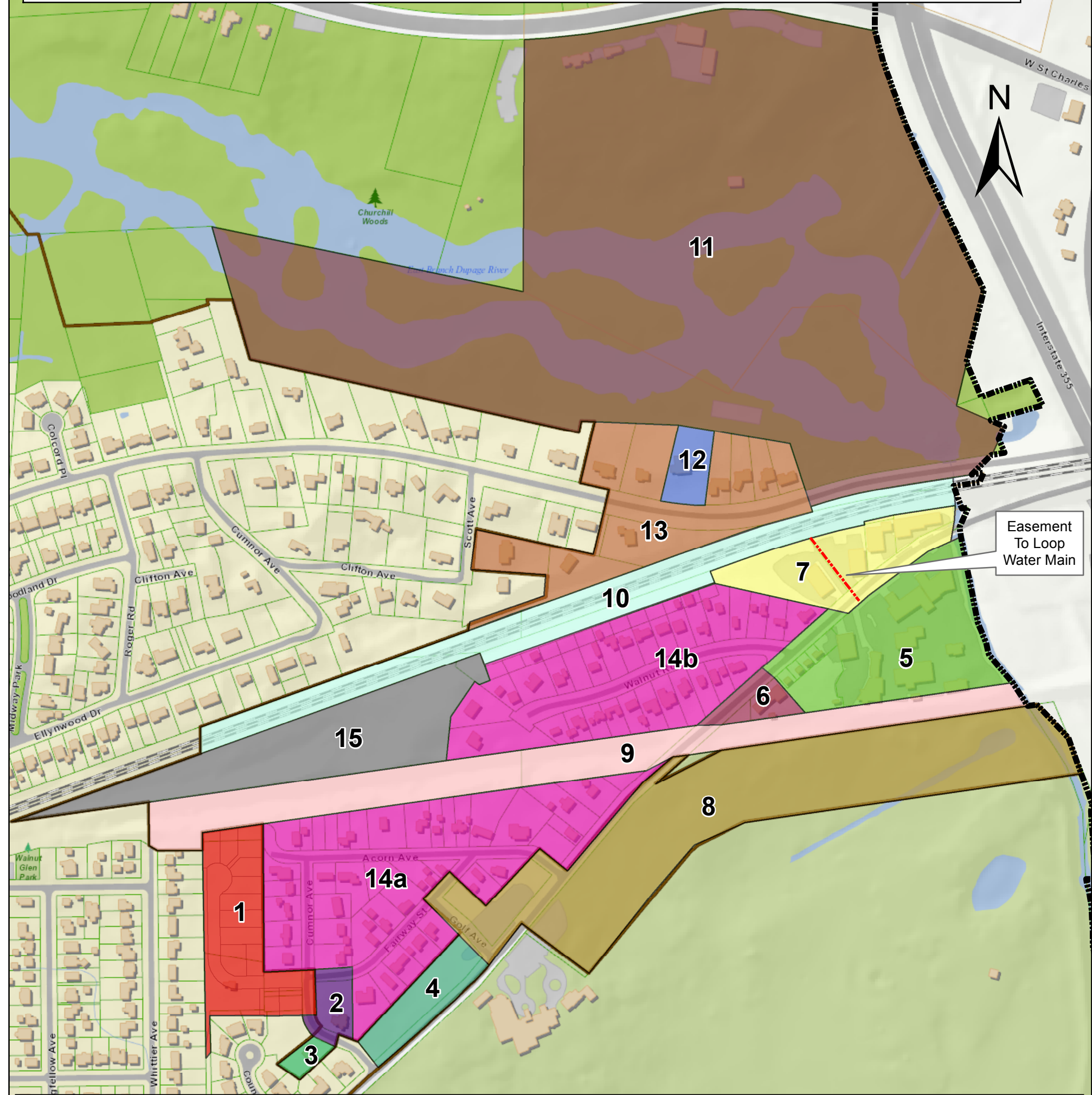
ATTACHMENTS:

- Map - Annexation Strategy - Northeast Glen Ellyn (PDF)
- VB Memo Elliot Annexation Update - 062117 (PDF)
- Glen Oak Utility and Annexation Survey Results (PDF)
- Map - Existing Conditions - Utilities (PDF)



Village of Glen Ellyn

Annexation Strategy for the Northeastern Village Limits



Legend

- | | | | |
|----|--------------------------|------|--|
| | Village Boundary | | Planning Jurisdiction Boundary |
| 1. | The Enclaves | 9. | Prairie Path |
| 2. | 0N201 Cumnor Ave | 10. | UP Railroad |
| 3. | 0N170 Cumnor Ave | 11. | 889 St. Charles Rd
(McKee & Salt Storage / Forest Preserve) |
| 4. | 982-992 Hill Ave | 12. | 21W302 Crescent Blvd |
| 5. | Elliot Property | 13. | 1050, 1075, 21W330, 21W276, 21W262, 21W254,
21W240, 21W325 Crescent Blvd, & 0N461 Scott Ave |
| 6. | 21W251 Hill Ave | 14a. | Cumnor, Acorn, and Fairway |
| 7. | 21W180 & 21W200 Hill Ave | 14b. | Walnut Neighborhood |
| 8. | Glen Oak Country Club | 15. | Forest Preserve |

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Director of Planning & Development
Kelly Purvis, Associate Planner

DATE: June 20, 2017

RE: Elliot Annexation Update

**Background.**

The Planning and Development Department has been negotiating with Rob Elliot, owner of the industrial properties near the Village's northeastern limits on the south side of Hill Avenue, for a number of years. His properties are one of the areas indicated as *Priority Area 2* on the attached Potential Neighborhood Annexations Map. The Village has a long term interest in annexing Mr. Elliot's properties, as they provide contiguity to properties to the north that the Village has annexation agreements with (also within priority area 2). The annexation of Mr. Elliot's properties and the properties to the north may allow the Village to wholly surround and annex other properties in this general area (priority area 1). In addition, over the years the Village has discussed extending a water main into this area and connecting it with a long dead end main on Crescent Boulevard, creating a loop in the water system to provide better water pressure and quality for the Village's water system.

At this point, the Planning & Development Department is close to reaching an agreement with Mr. Elliot regarding the terms of his annexation agreement. The issues at hand relate to utility connection and maintenance of the existing private water and sanitary lines on his property.

As part of an IGA with the Village of Lombard, Glen Ellyn will take over the lift station and public sanitary sewer mains on Hill Avenue no later than January 2018. The Elliot properties are connected to Lombard's water and sanitary system, but have private water and sanitary mains that serve multiple buildings on the property. The transfer of the public sanitary mains should be seamless as there will be no change required on Mr. Elliot's part. However, if the Village were to extend our water system up to Hill Avenue (at some point in the future) and the Elliot properties were annexed into the Village limits, we would expect to disconnect Mr. Elliot's property from Lombard's water system and connect to Glen Ellyn's system. Mr. Elliot would like to be connected to Glen Ellyn's system, but does not want to own or maintain the private mains on his property any longer. Mr. Elliot has expressed concerns regarding the compatibility of his older water mains with the Village's new water mains. Staff have confirmed that main breaks may occur when Mr. Elliot connects to Glen Ellyn's system due to the difference in operating pressure from Lombard's system to Glen Ellyn's (which would be almost three times greater in this location).

Elliot Annexation UpdateJune 21, 2017

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Public Works has been to the property to televise the utilities and determine the condition of the mains. They have determined that they would not be comfortable taking ownership and maintenance responsibility for the private water and sanitary sewer mains unless they are brought up to Village standards, which may be costly.

Since Mr. Elliot currently has water service through Lombard, he has very little incentive to annex to the Village of Glen Ellyn, especially if the Village is going to require connection to our system which may cause damage to his existing lines.

To mitigate some of the impact on Mr. Elliot, the Village has been discussing some cost share options that will make connection to our mains more feasible for Mr. Elliot, while allowing the Village to also accomplish some of our longer term goals.

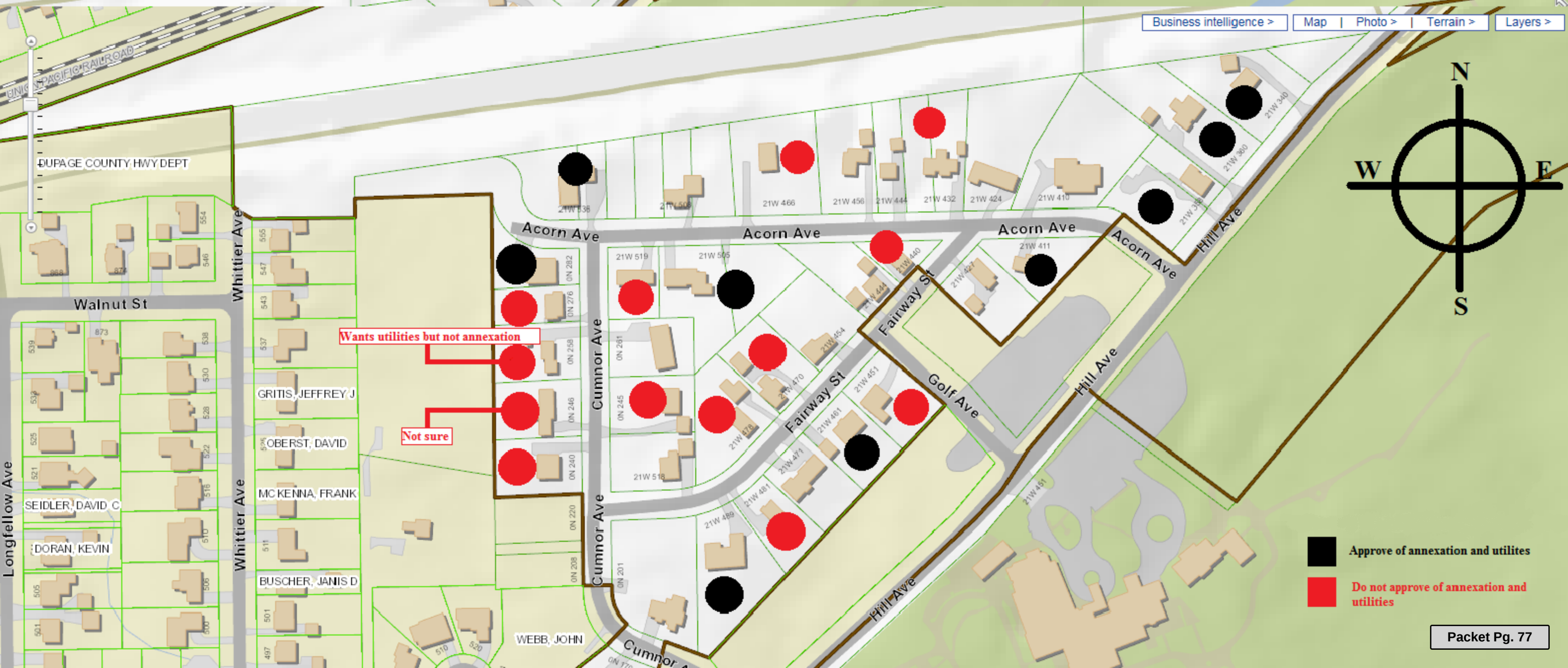
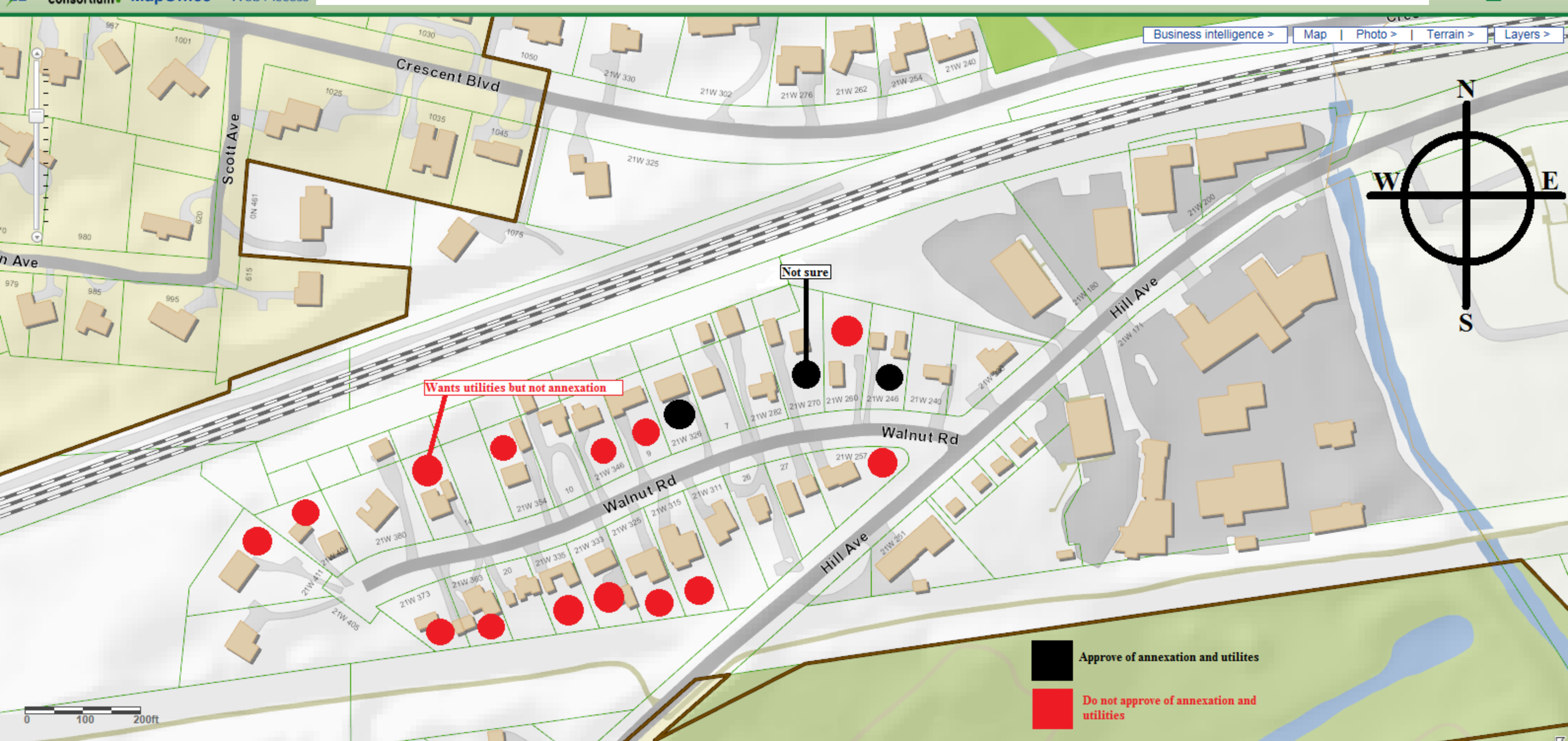
The terms of the agreement regarding utilities to date include the following:

- If Mr. Elliot improves his existing private water main to the Village's standards, the Village will contribute half of the costs to upgrade the water main up to a total contribution of \$75,000. (Public Works has made some preliminary estimates and believes that the actual cost of the project will be significantly lower). At such time that these improvements have been made and Mr. Elliot's water main is connected to the Village's water main the Village of Glen Ellyn will take ownership and maintain the private water mains.
- At such time that the Village extends its water main, if it is determined that all or part of the existing private sanitary sewer on Mr. Elliot's property needs to be moved (in order to meet separation requirements for public utilities) the Village will contribute half of the cost to make these upgrades up to a total contribution of \$25,000.
- At such time that the Village of Glen Ellyn takes over the public sanitary system from Lombard, no later than January 2018, if Mr. Elliot would like the Village to take ownership and maintenance responsibility of his private sanitary sewer main, he will need to bring the sanitary mains up to the Village's standards. The Village would be willing to contribute up to \$10,000 to repair and line the northerly portion of the main. The upgrades to the southerly main would be at Mr. Elliot's sole expense.

We anticipate wrapping this agreement up in the next couple months and scheduling it for Village Board consideration. Please let us know if you have any questions.

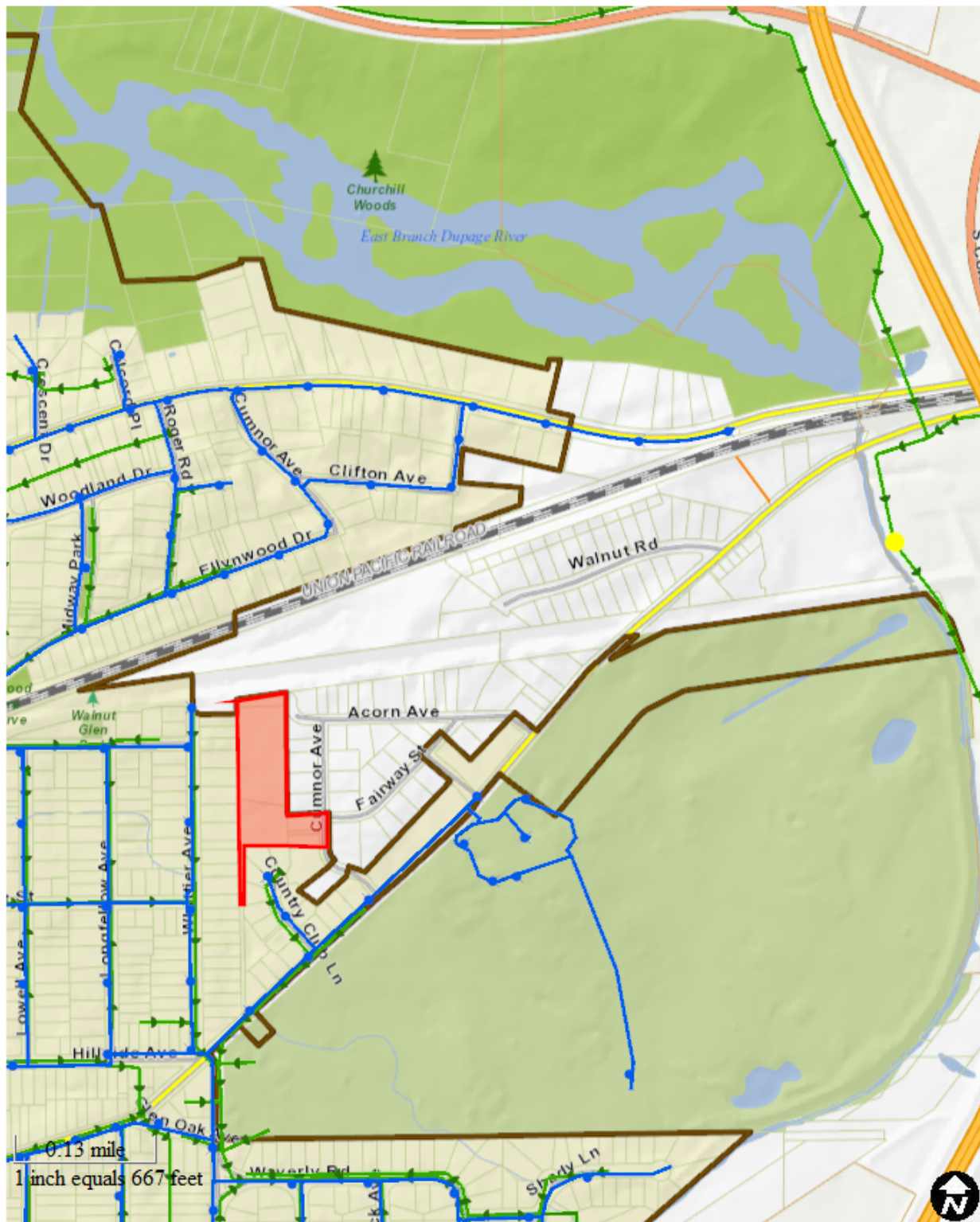
Attachments: Potential Neighborhood Annexations Map

CC: John Sterrett, Village Planner





Existing Conditions - Utilities



Map created on October 9, 2017.

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Water

Meter



System Valve



Control Valve



Hydrant-Private



Abandoned



Active



Unknown

Hydrant



Abandoned



Active



Unknown

Unknown Device



Lateral



Abandoned



Active

Pipe



Abandoned



Active

Pipe-Private



Abandoned



Active

Unknown Pipe



Abandoned



Active

Underground Enclosure



Abandoned



Active

Water Structure



Abandoned



Active

Sanitary

Discharge Point



Fitting



Other



FlaredEndSection



Plug



Manhole



Unknown Structure



Large Structure Point



Lined Main



Abandoned



Active

Regional Sewer Main



Active

Sewer Main



Abandoned



Active

Pressurized Main



Abandoned



Active

Large Structure

