



AGENDA – Administration Committee

Thursday, November 21, 2024

6:15 PM

- I. Roll Call
- II. Approval of the October 17, 2024 Administration Committee Minutes

RECOMMENDED MOTION: To approve the Minutes of October 21, 2024 Administration Committee Meeting of the DuPage Water Commission.

- III. Resolution No. R-73-24: A Resolution approving employee insurance benefits for plan year beginning January 1, 2025 and ending December 31, 2025.
- IV. Resolution No. R-75-24: Recommendation to approve professional services contract for WaterLink Communications Strategy with WaterWell, LLC, at a not to exceed cost of \$32,000.
- V. Request for Board Action: To authorize the Estimated Expenditures for professional training as included in the approved FY-24/25 Management Budget.
- VI. Old Business
- VII. New Business
- VIII. Other
- IX. Adjournment

Minutes of a Meeting
of the

ADMINISTRATION COMMITTEE

DuPage Water Commission
600 E. Butterfield Road, Elmhurst, Illinois

October 17, 2024

I. Commissioner Cuzzone called the meeting to order at 6:15 PM.

Commissioners in attendance: N. Cuzzone, K. Rush, D. Van Vooren, J. Zay

Commissioners absent:

Also in attendance: P. May, D. Mundall, Phil Luetkehans of Luetkehans, Brady, Garner & Armstrong, LLC.

II. Commissioner Rush moved to approve the Minutes of the September 19, 2024 Administration Committee Meeting, seconded by Commissioner Van Vooren, unanimously approved by a voice vote. All aye, motion carried.

III. Commissioner Van Vooren moved to approve Ordinance O-7-24. An Ordinance Approving Amendments to the DuPage Water Commission Bylaws regarding preference for Illinois Bidders. Seconded by Commissioner Rush, unanimously approved by a voice vote, all aye, motion carried.

IV. Resolution R-55-24, a Resolution Authorizing and Ratifying the Disposal of Certain Personal Property Owned by the DuPage Water Commission.

V. Resolution R-58-24, a Resolution Retaining SPI Energy Group for Retail Electric Supply Market Consulting Services, at a not to exceed cost of \$16,000.

VI. Resolution R-60-24. A Resolution approving the Oswego Water Purchase Agreement.

VII. Resolution R-61-24. A Resolution approving the Oswego Capital Cost Recovery Charge Agreement.

VIII. Resolution R-62-24. A Resolution approving the Yorkville Water Purchase Agreement.

IX. Resolution R-63-24. A Resolution approving the Yorkville Capital Cost Recovery Charge Agreement.

X. Resolution R-64-24. A Resolution approving the Montgomery Water Purchase Agreement.

XI. Resolution R-65-24. A Resolution approving the Montgomery Capital Cost Recovery Charge Agreement.

XII. Resolution R-66-24. A Resolution approving the WaterLink Connection Facilities Intergovernmental Agreement

XIII. Resolution R-67-24. A Resolution approving the WaterLink Project Escrow Agreement

XIV. Resolution R-68-24. A Resolution approving the WaterLink First Amendment to the Second Escrow Agreement.

Chairman Cuzzone inquired with the Committee if there were any questions regarding the action items. Hearing none, Chairman Zay moved to approve items 4 through 14, seconded by Commissioner Rush and unanimously approved by a Roll Call Vote.

Ayes: N. Cuzzone, K. Rush, D. Van Vooren, J. Zay

Nay: None

Absent: None

- XV. Commissioner Cuzzone asked for a motion to approve Request for Board Action. To Authorize the General Manager to approve Requisition No. 79341 in the amount of approximately \$61,000 to Hexagon (formerly Infor), in accordance with Article VIII of the DuPage Water Commission bylaws. Commissioner Rush made the motion, seconded by Commissioner Van Vooren unanimously approved by a voice vote. All aye, motion carried.
- XVI. Old Business
No Old Business was offered.
- XVII. New Business
No New Business was offered.
- XVIII. Other
- XIX. Adjournment

Chairman Zay moved to adjourn the meeting at 6:19 PM, seconded by Commissioner Rush, unanimously approved by a voice vote. All aye, motion carried. Meeting adjourned.



Resolution #: R-73-24

Account: 01-60-612200

Approvals: *Author / Manager / Finance / Admin*

CAP RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 11/1/2025

Description: **A Resolution approving employee insurance benefits for plan year beginning January 1, 2025 and ending December 31, 2025**

Agenda Section: Administration Committee

Originating Department: Administration

The Commission annually determines employee insurance benefits to be provided, which commence January 1st of each year.

In consultation with Dato Pistorio Financial Group, Inc., staff is recommending that the Commission retain current coverage at the levels previously provided through its current carrier, Blue Cross Blue Shield (BCBS), and continue paying 80 percent of the premiums for eligible employees' coverage and for eligible employees' dependent coverage.

Staff is recommending that employees continue to be able to choose from the same four ACA Metallic Alternate Health Plans as in prior years. These alternatives included the Blue Platinum PPO Plan (P503PPO), Blue Gold HSA Plan (G533PPO), Blue Choice Preferred PPO Plan (G530BCE) and the Blue Precision HMO Plan (P506PSN).

With respect to Vision, Dental, and Life Insurance, staff is recommending that coverage continue to be with MetLife, as in previous years.

Staff is recommending that the Commission contribute the same amounts to the Health Savings Accounts as was contributed the prior year. For employees that elect self-only coverage under the Blue Cross Blue Shield HSA-Qualified High Deductible Health Plan, the Commission shall contribute, via electronic funds transfer, the sum of \$2,700.00. For employees that elect employee and spouse/child (employee + 1) coverage under the Blue Cross Blue Shield HSA-Qualified High Deductible Health Plan, the Commission shall contribute, via electronic funds transfer, the sum of \$4,500.00. For employees that elect family (employee + 2 or more) coverage under the Blue Cross Blue Shield HSA-Qualified High Deductible Health Plan, the Commission shall contribute, via electronic funds transfer, the sum of \$6,700.00.

To further restrain future healthcare costs, staff recommends that the Commission continue to offer the HealthiestYou program. HealthiestYou is a telehealth solution which complements our current benefit plans. Employees will have access 24/7 to more than 2,300 licensed physicians via the phone. The cost to the Commission would be \$9.93 per employee per month. This program has been well-utilized by Commission employees.

Please note: Compared to the healthcare insurance costs presented last year, the Commission's costs for healthcare will increase between 2.4% to 9.0% for 2025. Employees' cost for healthcare will also increase by those percentages, and deductibles and out-of-pocket limits will also increase slightly compared to last year. Costs for the dental rates will remain the same as last year, the cost for the HealthiestYou Program will increase by 8%, and vision insurance rates will remain the same as last year. These costs are summarized in Exhibit 1 of the attached Resolution.

The Commission will also continue to offer Envision Flexible Spending Account to employees that would like to participate. The Commission pays a small monthly administration fee for this service.

A summary of the employee insurance benefits recommended by staff and associated premiums and administrative costs to be paid by the Commission are summarized in Exhibit 1 to Resolution No. R-73-24. A more detailed summary of benefits and comparison to current costs is attached to this Request for Board Action.

Resolution No. R-73-24 would suspend the purchasing provisions of the Commission's By-Laws and approve Plan Year 2025 eligible employee insurance benefits and associated premiums and administrative costs to be paid by the Commission as recommended by staff.

Recommended Motion:

To Approve Resolution R-73-24 for Employee Insurance Benefits for Plan Year beginning January 1, 2025 and ending December 31, 2025

DuPAGE WATER COMMISSION

RESOLUTION NO. R-73-24

A RESOLUTION APPROVING EMPLOYEE INSURANCE BENEFITS
FOR PLAN YEAR BEGINNING JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025

WHEREAS, the Commission’s Healthcare Plans renewal and deductible dates terminate at the end of the calendar year; and

WHEREAS, the Commission annually determines employee insurance benefits to be provided commencing January 1 of each year; and

WHEREAS, in consultation with Dato Pistorio Financial Group, Inc., Commission staff recommends approval of the employee insurance benefits for the year beginning January 1, 2025 and ending December 31, 2025 (Plan Year 2025) summarized in Exhibit 1 attached hereto and by this reference incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: The Plan Year 2025 employee insurance benefits and associated premium costs and administrative fees to be paid by the Commission, all as summarized in Exhibit 1 attached hereto, shall be and they hereby are approved for the Plan Year 2025. The General Manager shall be and hereby is authorized and directed to provide the insurance coverages and pay the associated premium costs and administrative fees to be paid by the Commission as summarized in Exhibit 1 attached hereto without further act of the Board of Commissioners.

SECTION THREE: Notwithstanding any restrictions contained in Resolution No. R-27-90, as modified by Resolution Nos. R-34-90, R-34-96 as amended, R-46-04 as amended, R-5-05 as amended,

R-6-08 as amended, R-54-08, and as amended by Resolution No. R-14-00, which prohibit, except in specified circumstances, the wire transfer of Commission funds to financial institutions not listed on the approved Depository List and to accounts not held in the name of the Commission, the Chairman, the Treasurer, the Finance Committee Chairman, the General Manager, or the Financial Administrator shall be and they hereby are authorized to direct the electronic transfer of Commission funds out of any Account held in the name of the Commission for the remittance of the Commission's contributions to the Health Savings Accounts established by the Commission for eligible employees that elect coverage under the Blue Cross Blue Shield HSA-Qualified High Deductible Health Plan as provided in Exhibit 1 attached hereto. In furtherance thereof, the General Manager shall be and hereby is authorized and directed to execute any agreements required to establish the Health Savings Accounts for eligible employees that elect coverage under the Blue Cross Blue Shield HSA-Qualified High Deductible Health Plan as provided in Exhibit 1 attached hereto as well as any agreement required to effectuate the electronic transfers hereinabove provided for. Upon execution by the General Manager, the agreements, and all things provided for therein, shall be deemed accepted by the DuPage Water Commission without further act.

SECTION FOUR: This Resolution shall be in full force and effect from and after its adoption, the Board of Commissioners of the DuPage Water Commission having determined, by a two-thirds majority vote, to suspend the purchasing provisions of the Commission's By-Laws.

SECTION FIVE: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
Vacant	_____			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2024.

James F. Zay, Chairman

ATTEST:

Danna Mundall, Clerk

Board/Resolutions/2025/R-73-24.docx

EXHIBIT 1

THE PLAN YEAR BEGINNING JANUARY 1, 2025 AND
ENDING DECEMBER 31, 2025 EMPLOYEE INSURANCE BENEFITS

Plan Year 2025 Health Insurance Plans

The following health insurance plans or significantly similar plans shall be made available to Eligible Commission Employees/Retirees for Plan Year 2025 at the following rates:

Blue Cross Blue Shield Blue Platinum PPO Plan P503PPO with Prescription Drug benefit
\$15/\$25/\$65/\$105/\$250/\$350

Employee	\$1,124.35
Employee & Spouse	\$2,248.70
Employee & Child	\$2,080.05
Family	\$3,204.40

Blue Cross Blue Shield Blue Gold HSA Plan G533PPO with Prescription Drug benefit
80%/80%/70%/60%/60%/50% after deductible

Employee	\$931.18
Employee & Spouse	\$1,862.36
Employee & Child	\$1,722.68
Family	\$2,653.86

Blue Cross Blue Shield Blue Choice Preferred PPO G530BCE with Prescription Drug benefit
\$15/\$25/\$65/\$105/\$250/\$350

Employee	\$735.76
Employee & Spouse	\$1,471.52
Employee & Child	\$1,361.16
Family	\$2,096.92

Blue Cross Blue Shield Blue Precision Platinum HMO P506PSN with Prescription Drug benefit
\$5/\$15/\$60/\$110/\$250/\$350

Employee	\$689.60
Employee & Spouse	\$1,379.20
Employee & Children	\$1,275.76
Family	\$1,965.36

The Commission's contribution for health insurance for Plan Year 2025 shall be 80% of the premium for eligible employees and their covered dependents for the selected health insurance plan.

Employees shall continue to pay 20% of the selected health insurance plan premium for themselves and their covered dependents.

For each eligible employee selecting the High Deductible Health Plan \$3,300/\$6,600/\$9,900 HSA Plan, the Commission shall establish a Health Savings Account funded in the following amounts:

Employee	\$2,700.00
Employee & Spouse or Child	\$4,500.00
Employee & Children	\$6,700.00
Family	\$6,700.00

The Commission shall not establish, nor contribute to, Health Savings Accounts for retirees selecting the High Deductible Health Plan HSA Plan.

The Commission-established Employee Health Savings Accounts shall be administered by HealthEquity, Inc. as the Commission's third-party administrator for Plan Year 2025 at a rate not-to-exceed \$5.00/account/month. Due to the uncertainty as to how many employees will elect this option, the Commission's annual not-to-exceed cost is \$5,000.00.

Plan Year 2025 Life Insurance

The life insurance and the AD&D benefit program for Eligible Commission Employees shall be through MetLife for Plan Year 2025 at a rate of \$0.263 x per \$1,000 of coverage per employee per month. The life insurance benefit is in the amount of one and one-half times the eligible employee's annual base pay rounded to the nearest \$1,000. The premium shall be paid in full by the Commission.

Plan Year 2025 Dental Insurance and Vision Insurance

The dental and vision insurance benefit program or significantly similar programs for Eligible Commission Employees shall be through MetLife for Plan Year 2025 and are as follows:

Please note: Dental rates and Vision rates have both remained unchanged from last year.

Coverage	Dental	Vision
Employee	\$59.69	\$9.91
Employee & Spouse	\$123.98	\$19.86
Employee & Children	\$119.02	\$16.82
Family	\$189.21	\$27.73

The Commission’s contribution for dental and vision insurance for Plan Year 2025 shall be 80% of the dental and vision insurance plan premiums for eligible employees and their covered dependents.

Employees shall continue to pay 20% of the dental and vision insurance plan premiums for themselves and their covered dependents.

The Commission’s contribution for the program called the HealthiestYou for Plan Year 2025 shall remain unchanged at \$9.93 per employee per month. HealthiestYou is the most innovative telehealth solution on the market and complements our current benefit plans. Employees will have access 24/7 to more than 2300 licensed physicians via the phone.



Resolution #: R-75-24

Account: 01-80-852010

Approvals: *Author / Manager / Finance / Admin*

PDM - CAP PDM

REQUEST FOR BOARD ACTION

Date: 11/8/2024

Description: **Recommendation to approve professional services contract for WaterLink Communications Strategy with WaterWell, LLC**

Agenda Section: Administration Committee

Originating Department: Administration

The WaterLink construction project is scheduled to commence in the 2025 construction season and be active through the end of 2027. This project will be the most significant undertaking that DWC has engaged in since the construction of the original system in the early 1990's and will be one of the largest pipeline projects underway in the midwest. Notably, the construction activities will be highly visible, and will impact countless stakeholders in DuPage, Will, and Kendall Counties. Impacts will include disruption to the traveling public, construction in and across public, institutional, and private properties; as well as other typical construction impacts including foliage removal, noise, dust, etc. Regional benefits will be provided as well, including ultimate resolution of water scarcity issues in the communities of Montgomery, Oswego, and Yorkville, and also including positive impacts such as economic benefit to contractors, vendors, and construction/labor employees, resurfacing of roadways, restoration of impacted areas, and improvements to bike paths and other regional infrastructure.

DWC recognizes that it is important to develop a communications and stakeholder engagement strategy to ensure that this project is not only successful from an engineering and infrastructure perspective, but from a public perception perspective. In order to inform this process and to ensure that the \$250M+ project includes a well-developed and innovative communications strategy, it is recommended that a professional consultant be utilized to engage with stakeholders and develop a clear and executable approach. DWC staff researched and engaged with several prospective vendors, and recommend utilization of WaterWell, LLC for this purpose, in an amount not to exceed \$32,000.

Recommended Motion: It is recommended that the DWC Board approve the Professional Services Communication Contract with WaterWell, LLC in an amount not to exceed \$32,000.

DUPAGE WATER COMMISSION

RESOLUTION NO. R-75-24

A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSULTING AGREEMENT
WITH WATERWELL, LLC. FOR CONSULTING SERVICES

WHEREAS, the Commission was formed and exists pursuant to the Water Commission Act of 1985, 70 ILCS 3720/0.01 et seq., and Division 135 of Article 11 of the Illinois Municipal Code, 65 ILCS 5/11-135-1 et seq., for the purpose of securing an adequate source and supply of water for its customers; and

WHEREAS, the DuPage Water Commission will be undertaking a multi-year, large-scale pipeline project in the Counties of DuPage, Will, and Kendall (the “WaterLink” project); and

WHEREAS, the scope of the project will impact many stakeholders and a communications and stakeholder strategy is prudent to ensure successful engagement with the impacted public to insure that the impacted stakeholders and communities are informed regarding the project objectives and benefit to the region;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the DuPage Water Commission as follows:

SECTION ONE: The foregoing recitals are hereby incorporated herein and made a part hereof as findings of the Board of Commissioners of the DuPage Water Commission.

SECTION TWO: A Consulting Agreement between the DuPage Water Commission and WaterWell, LLC. for Consulting Services, in substantially the form attached hereto and by this reference incorporated herein and made a part hereof as Exhibit 1, with such modifications as may be required or approved by the General Manager of the Commission, shall be and it hereby is approved. The General Manager shall be and hereby is authorized and directed to execute the Consulting agreement in substantially the form attached hereto as Exhibit 1 with such modifications as may be required or approved by the General Manager.

SECTION THREE: This Resolution shall be in full force and effect from and after its adoption.

	Aye	Nay	Absent	Abstain
Bouckaert, D.				
Cuzzone, N.				
Fennell, J.				
VACANT	_____			
Novotny, D.				
Pruyn, J.				
Romano, K.				
Rush, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2024.

ATTEST:

James F. Zay, Chairman

Danna Mundall, Clerk

Board/Resolutions/2022/R-75-24.docx

EXHIBIT 1

DELETE PAGE IF NO ATTACHMENT

DuPage Water Commission—WaterLink Project

Service Proposal: Strategic Communication and Engagement Opportunity Planning

Purpose

The purpose of this proposal is to explore and identify best practice and strategic opportunities for respectfully engaging and communicating with various stakeholders and community members benefiting and being impacted by the DuPage Water Commission’s WaterLink project. Set to begin in 2025, the WaterLink project (WaterLink) will provide Lake Michigan drinking water to the Kendall County communities of Montgomery, Oswego, and Yorkville. This once in a multi-generational water infrastructure project will secure a new, sustainable source of drinking water for over 80,000 people who are face a dwindling supply from the Ironton-Galesville aquifer.

This \$250M complex infrastructure project—paid for by the three communities—will include a 30-mile pipeline extension up to 54” in diameter, as well as tunnels beneath rivers, highways, and railroad corridors. While the engineering and construction challenges of this project alone are staggering, the need for robust community engagement and communications is also imperative for success. In an effort to be good neighbors during the project timeframe, the DuPage Water Commission (DWC) seeks to **identify feasible and beneficial engagement opportunities, as well as appropriate and timely communication protocols with the various stakeholders and communities impacted by WaterLink.**

The goals of this proposal are to:

- Identify various, creative, and feasible engagement options and opportunities that help build awareness and education about water and the WaterLink project;
- Research best practice protocols and processes for construction-related updates and general communications to ensure transparent and timely messaging with stakeholders/communities; and
- Establish or further develop relations with identified community and stakeholder groups.

Scope of Work

This proposal includes the following elements of work:

1. Stakeholder Identification & Interviews

Tasks Involved	Time Estimate*
<ul style="list-style-type: none">• Research and identify various stakeholder groups important to engage with e.g., DWC staff, design engineers, construction contractors, elected and appointed officials, schools, community groups, local institutions, etc.	Appx. 4 hours

<ul style="list-style-type: none"> • Conduct outreach, scheduling, and interviews (in-person and/or virtual) with select stakeholder groups to discuss the WaterLink project, learn about their existing activities and concerns, and explore synergies for potential, future engagement activities and communication channels. 	Appx. 5 hours per interview (maximum of 10 interviews)
<ul style="list-style-type: none"> • Draft up discussion notes and strategic ideas based-on each interview 	Appx. 1 hour per interview (maximum of 10 interviews)
Estimated Total Time:	Appx. 64 hours

2. Research & Discovery

Tasks Involved	Time Estimate*
<ul style="list-style-type: none"> • Research creative ideas and identify the latest best practices for engaging elected officials, communities, and schools about water resources in a fun and educational manner e.g., poster contests, art projects, lesson plans, videos, giveaways, activities, etc. 	Appx. 5 hours
<ul style="list-style-type: none"> • Research industry protocols and processes to understand the latest best practices on construction-related communications to various project stakeholders 	Appx. 3-5 hours
Estimated Total Time:	Appx. 8-10 hours

3. Team Meetings, Strategic Ideation & Deliverable

Tasks Involved	Time Estimate*
<ul style="list-style-type: none"> • Schedule and help facilitate a kick-off meeting with project team and partners. Set-up check-ins (as necessary) with project partners and/or participate in team meetings to discuss ideas and receive feedback on strategy direction. Regularly coordinate and correspond with project team on feedback, data needs, stakeholder introductions, ideas, etc. 	Appx. 15-25 hours
<ul style="list-style-type: none"> • Using the compilation of all learnings and opportunities, begin to craft well-thought-out ideas for activity engagements with the community. 	Appx. 8 hours
<ul style="list-style-type: none"> • Draft up options for communication protocols and processes on construction-related updates and general communications to communities/ stakeholders 	Appx. 5 hours
<ul style="list-style-type: none"> • Produce and submit to DWC a strategic planning document outlining the various options for engagement and communication approaches with the target stakeholders. These options will be grounded in realistic opportunities that take into consideration input and feedback from stakeholders, construction timeline, staff bandwidth, etc. 	Appx. 10-15 hours
Estimated Total Time:	Appx. 38-53 hours

*These are only estimates; factors such as additional correspondence, interviews, and number of meetings, unforeseen new needs and/or tasks, or identified task efficiencies can impact these estimates.



Consulting Service Fee

Waterwell's current hourly rate is \$250/hour. Estimated contractor hours for all project tasks, as outlined above, range from 110-127 hours. Total, estimated cost ranges from **\$27,500-\$31,750**. Project costs will be based on actual contractor time spent, which is not-to-exceed 130 hours.

Timeline

Waterwell is available to begin work on this initiative in January 2025. Following is a draft project timeline based-on WaterLink's anticipated start date in summer of 2025. This timeline can be adjusted based-on further direction from DWC on its staff availability and preferred time horizon for the project.

Elements of Work	Timeframe
1. Team Correspondence & Meetings	Ongoing until end of project
2. Stakeholder Identification & Interviews	January-March 2025
3. Research & Discovery	January-March 2025
4. Strategic Ideation	March-April 2025
5. Deliverable Complete	April 30, 2025

Thank you for the opportunity to present this proposal of work to the DuPage Water Commission. If you have questions or need additional information, please do not hesitate to reach out to Danielle Gallet at danielle@bewaterwell.com or (773) 456-9317.

Sincerely,

Danielle Gallet

Danielle Gallet

Founding Principal + Water Strategist





Resolution #: N/A
Account: 01-60-613301

Approvals: *Author / Manager / Finance / Admin*
RCB RCB CAP PDM

REQUEST FOR BOARD ACTION

Date: 11/14/2024
Description: **Approval of Professional Development Travel and Expenses**
Agenda Section: Administration Committee
Originating Department: Administration

The following are approved budgeted expenditures in FY 24/25 for Commission employees to attend professional development training programs and/or conferences in Q4 including early discount registrations, lodging and other fares, if applicable. Details of each event are attached as exhibits to this RFBA.

Location/Event		Budgeted/Estimated	
Dates	Description	Attendees	Expenditure
February 23 – 26, 2025	Underground Corrosion Short Course	[Redacted], Pipeline and Remote Facilities Supervisor	\$1,460 (includes registration/lodging and per diems)
April 5 – April 10, 2025	AMPP Annual Conference and Expo	[Redacted], Pipeline and Remote Facilities Coordinator [Redacted], Senior Pipeline Technician	\$3,575 per Employee (includes registration/lodging and per diems)

Recommended Motion:

To authorize the Estimated Expenditures for professional training as included in the approved FY-24/25 Management Budget and as listed above.

DUPAGE WATER COMMISSION-PROFESSIONAL DEVELOPMENT

OVERNIGHT-OUT OF STATE TRAVEL REQUEST

Request Date	November 14, 2024
Name of Attendee	[REDACTED]
Job Title	Pipeline Technician
Department	Pipeline and Remote Facilities Supervisor
Purpose of Travel	Attend Underground Corrosion Short Course
Destination	Fort Wayne, Indiana
Date of Departure	February 23, 2025
Date of Return	February 26, 2024

Estimated amount for each applicable expense:

Early-Bird Registration	\$	400
(Personal Vehicle) Transportation	\$	260
Lodging	\$	500
Rental Car	\$	0
Reference Materials	\$	0
Meals (\$75 per diem)	\$	300
Miscellaneous Expense	\$	0
Total Estimated Expense	\$	1,460

Attendance at this event will enhance DWC Staff knowledge in the field of cathodic protection.

Recommendations for Approval

Department Head	[REDACTED]	11/14/2024
General Manager		
Board Approval		

DUPAGE WATER COMMISSION-PROFESSIONAL DEVELOPMENT

OVERNIGHT-OUT OF STATE TRAVEL REQUEST

Request Date	November 14, 2024
Name of Attendee	[REDACTED]
Job Title	Senior Pipeline Technician
Department	Pipeline and Remote Facilities
Purpose of Travel	Attend AMPP (formerly NACE) Conference and Exposition
Destination	Nashville, Tennessee
Date of Departure	April 5, 2025
Date of Return	April 10, 2025

Estimated amount for each applicable expense:

Early-Bird Registration	\$	1,075
(Personal Vehicle) Transportation	\$	400
Lodging	\$	1,650
Rental Car	\$	0
Reference Materials	\$	0
Meals (\$75 per diem)	\$	450
Miscellaneous Expense	\$	0
Total Estimated Expense	\$	3,575

Attendance at this event will enhance DWC Staff knowledge in the field of cathodic protection.

Recommendations for Approval

Department Head	[REDACTED]	11/14/2024
General Manager		
Board Approval		

DUPAGE WATER COMMISSION-PROFESSIONAL DEVELOPMENT

OVERNIGHT-OUT OF STATE TRAVEL REQUEST

Request Date	November 14, 2024
Name of Attendee	[REDACTED]
Job Title	Pipeline and Remote Facilities Coordinator
Department	Pipeline and Remote Facilities
Purpose of Travel	Attend AMPP (formerly NACE) Conference and Exposition
Destination	Nashville, Tennessee
Date of Departure	April 5, 2025
Date of Return	April 10, 2025

Estimated amount for each applicable expense:

Early-Bird Registration	\$	1,075
(Personal Vehicle) Transportation	\$	400
Lodging	\$	1,650
Rental Car	\$	0
Reference Materials	\$	0
Meals (\$75 per diem)	\$	450
Miscellaneous Expense	\$	0
Total Estimated Expense	\$	3,575

Attendance at this event will enhance DWC Staff knowledge in the field of cathodic protection.

Recommendations for Approval

Department Head	[REDACTED]	11/14/2024
General Manager		
Board Approval		