



AGENDA – Administration Committee

Thursday, September 18, 2025

6:15 PM

- I. Roll Call
- II. Approval of the June 19, 2025 Administration Committee Minutes

RECOMMENDED MOTION: To approve the Minutes of June 19, 2025 Administration Committee Meeting of the DuPage Water Commission.

- III. Request for Board Action: Approval of the 2026 Schedule of Meetings
- IV. Resolution No. R-74-25: A Resolution Ratifying the Execution of a First Amendment to the Vacant Land Purchase and Sale Agreement with Pulte Home Company LLC, for the sale of 32.47 acres adjacent to 75th Street in unincorporated DuPage County.

RECOMMENDED MOTION: To recommend approval of Items 2 through 4 of the Administration Committee Report section of the Commission meeting agenda.

- V. Old Business
- VI. New Business
- VII. Executive Session

RECOMMENDED MOTION: To go into Executive Session to discuss security procedures pursuant to 5 ILCS 120/2(c)(8), to discuss matters related to personnel pursuant to 5 ILCS 120/2(c)(1) and (2), to discuss acquisition of real estate pursuant to 5 ILCS 120/2(c)(5), to discuss the setting of a price for sale or lease of property owned by the DuPage Water Commission 5 ILCS 120/2(c)(6), to discuss pending, probable, or imminent litigation pursuant to 5 ILCS 120/2(c)(11), and/or to discuss minutes of closed meetings pursuant to 5 ILCS 120/2(c)(21) (Roll Call).

RECOMMENDED MOTION: To come out of Executive Session (Voice Vote).

- VIII. Adjournment

Minutes of a Meeting
of the

DRAFT

ADMINISTRATION COMMITTEE

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

June 19, 2025

- I. Commissioner Romano called the meeting to order at 6:15 PM.
Commissioners in attendance: A. Honig, S. Greaney, K. Romano, J. Zay
Commissioners absent: D. Van Vooren
Also in attendance: P. May, D. Mundall
- II. Commissioner Romano asked for a motion to approve the Minutes of the May 15, 2025 Administration Committee Meeting, Commissioner Honig moved, seconded by Chairman Zay, unanimously approved by a voice vote. All aye, motion carried.
- III. Commissioner Romano asked for a motion to approve Resolution No. R-46-25, a Resolution Authorizing the execution of Tax-Exempt Bond Certification for the WaterLink Communities. No cost for this action. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.
- IV. Commissioner Romano asked for a motion to approve Resolution No. R-58-25, a Resolution Authorizing the General Manager to execute a contract with Sikich LLP, for Communications Management, at a cost not-to-exceed \$50,000. Commissioner Greaney moved, seconded by Commissioner Honig, unanimously approved by a voice vote, all aye, motion carried.
- V. Commissioner Romano asked for a motion to approve Resolution R-40-25, A Resolution Authorizing and Ratifying the Disposal of Certain Personal Property owned by the Commission. There is no cost for this action. Commissioner Romano described the reason for the contract being to bring the DWC website into ADA compliance and update the DWC logo and overall branding. General Manager May added that this is a task-by-task contract. The WaterLink Project will require its own website, Sikich will be able to get that up and running. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried. Chairman Zay added the the WaterLink website will be a valuable tool for residents, contractors and all involved with the project to provide real time updates.

- VI. Commissioner Romano asked for a motion to approve Resolution No. R-59-25, to Authorize Approval of Requisition No. 80668 to Concentric Integration for The Upgrade of the Meter Shop Test Bench Computer and Associated Programs at an approximate cost of \$16,800. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.
- VII. Commissioner Romano asked for a motion to approve a Request for Board Action, travel for two (2) Commission Employees for Factory Valve QA/QC Testing for High Lift Pump Cone Valve Rebuilds in York Pennsylvania, at an estimated cost of \$2,000. Commissioner Honig moved, seconded by Commissioner Greaney, unanimously approved by a voice vote, all aye, motion carried.
- VIII. Old Business
No Old Business was offered.
- IX. New Business
Chairman Zay informed the committee that the July meeting will be cancelled.
- X. Executive Session
No Executive Session was required.
- XI. Adjournment

Commissioner Honig moved to adjourn the meeting at 6:24 PM, seconded by Chairman Zay, unanimously approved by a voice vote. All aye, motion carried.

Meeting adjourned at 6:24 PM.



Resolution #: N/A

Account: N/A

Approvals: *Author / Manager / Finance / Admin*

DM - CAP PDM

REQUEST FOR BOARD ACTION

Date: 9/11/2025
Description: 2026 Schedule of Meetings
Agenda Section: Administration Committee
Originating Department: Administration

Seeking Board approval of the 2026 Schedule of Board and Committee Meetings for calendar year 2026.

Recommended Motion:

To Approve the 2026 Schedule of Meetings



MEMORANDUM

To: Interested News Mediums

From: Paul D. May, P.E., Geneal Manager

Date: 9/1/2026

Subject: 2026 Schedule of Meetings

As required in 5 ILCS 120/2.03 the following is a list of regular board meetings for the DuPage Water Commission:

January 15, 2026
February 19, 2026
March 19, 2026
April 16, 2026
May 21, 2026
June 18, 2026
July 16, 2026
August 20, 2026
September 17, 2026
October 15, 2026
November 19, 2026
December 17, 2026

The regular Commission meetings begin at **6:30 P.M.**, and are held at the Commission Offices at 600 East Butterfield Road, Elmhurst, Illinois 60126. The Administration Committee to begin at **6:15 P.M.**, the Engineering and Construction Committee to begin at **6:00 P.M.**, and the Finance Committee to begin at **5:45 P.M.** prior to the regular Board meetings.



Resolution #: R-74-25

Account: N/A

Approvals: *Author / Manager / Finance / Admin*

PDM - CAP PDM

REQUEST FOR BOARD ACTION

Date: 9/11/2025

Description: **A Resolution Ratifying the Execution of a First Amendment to the Vacant Land Purchase and Sale Agreement for the 32.47 Acres of adjacent to 75th Street in Unincorporated DuPage County**

Agenda Section: Administration Committee

Originating Department: Administration

On February 20, 2025 Resolution R-19-25 was approved which designated property on 75th Street in Woodridge/Naperville as surplus. Following a solicitation period, Resolution R47-25 was approved on June 19, 2025 authorizing a purchase contract with Pulte for the sale of subject property.

The contract purchaser mobilized to commence the inspection but was not able to complete all survey work during the inspection period because of delays associated with ensuring that access did not disrupt existing wetlands on the site, and related coordination with the permitting authorities. It is recommended that approval of an extension of the inspection period through October 24, 2025 be ratified.

Recommended Motion:

To adopt Resolution R-74-25

DUPAGE WATER COMMISSION

RESOLUTION NO. R-74-25

A RESOLUTION RATIFYING THE EXECUTION OF A FIRST AMENDMENT TO THE VACANT LAND PURCHASE AND SALE AGREEMENT WITH PULTE HOME COMPANY LLC FOR THE SALE OF 32.47 ACRES ADJACENT TO 75TH STREET IN UNINCORPORATED DUPAGE COUNTY

WHEREAS, the DuPage Water Commission (the “Commission”) is a County Water Commission organized and existing under the laws of Illinois including, without limitation, the Water Commission Act of 1985 (the “Act”) (70 ILCS 3720/0.001 *et seq.*) and the Illinois Municipal Code (65 ILCS 5/11-135-1 *et seq.*) (the “Code”); and

WHEREAS, the Commission owns in fee simple interest various parcels of real property, including vacant land on 75th Street in unincorporated DuPage County (the “Property”);

WHEREAS, the Commission has the power to sell, lease, transfer or dispose of real property as it deems appropriate in the exercise of its powers for its lawful purposes; and

WHEREAS, as expressed in Resolution 47-25, the Commission previously approved entering into a Vacant Land Purchase and Sale Agreement (the “Agreement”) with Pulte Home Company, LLC (“Pulte”) to sell the Property;

WHEREAS, the Commission authorized the Commission to take whatever steps necessary to complete the sale of the Property to Pulte in accordance with the terms of the Agreement.

WHEREAS, Pulte requested an extension of the Inspection Period due to delays associated with ensuring that survey access did not disrupt existing wetlands, and the Commission’s staff and counsel have negotiated an amendment to the Agreement to allow the Purchaser until October 24, 2025 to complete its inspection of the Property (the “First Amendment”), which is attached hereto as Exhibit 1;

WHEREAS, the because the Inspection Period would expire before the Commission's September meeting without the First Amendment, the First Amendment was executed subject to ratification by the Commission pursuant to the authority granted by Resolution 47-25;

WHEREAS, the Commission deems it to be in the best interests of the Commission to approve the First Amendment and ratify the execution of the First Amendment on behalf of the Commission.

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: The Commission approves the First Amendment and ratifies the General Manager's execution of the First Amendment on behalf of the Commission.

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

	Aye	Nay	Absent	Abstain
Cuzzone, N.				
Fennell, J.				
Greaney, S.				
Honing, A.				
Noonan, T.				
Novotny, D.				
Pruyn, J.				
Romano, K.				
Russo, D.				
Saverino, F.				
Suess, P.				
Van Vooren, D.				
Zay, J.				

ADOPTED THIS _____ DAY OF _____, 2025.

James Zay, Chairman

ATTEST:

Danna Mundall, Clerk
Board/Resolutions/2025/R-74-25.docx

EXHIBIT 1

FIRST AMENDMENT TO VACANT LAND PURCHASE AGREEMENT

This First Amendment to the Vacant Land Purchase Agreement (this “First Amendment”) is entered into effective as of August ____, 2025 (the “Effective Date”), by and among the **DUPAGE WATER COMMISSION**, organized and operating under the Water Commission Act of 1985 (70 ILCS 3720) (“Seller”), and **PULTE HOME COMPANY LLC**, a Michigan limited liability company or its assignee (“Purchaser”).

RECITALS

WHEREAS, Seller and Purchaser entered into that certain Vacant Land Purchase Agreement effective as of June 19, 2025 (the “Purchase Agreement”), pursuant to which Purchaser agreed to purchase, and Seller agreed to sell, the land described therein; and

WHEREAS, Seller and Purchaser desire to amend the Purchase Agreement as set forth herein.

NOW, THEREFORE, in consideration of the promises and the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Purchase Agreement is hereby amended as follows:

1. Definitions. Capitalized terms used, but not otherwise defined herein, shall have their respective meanings as set forth in the Purchase Agreement.
2. Extension of Inspection Period. The Inspection Period as defined in Section 5(b) of the Purchase Agreement is hereby extended from September 2, 2025 through October 24, 2025.
3. Continuing Effectiveness. Except as expressly amended by this First Amendment, the remaining terms, covenants, conditions, and provisions of the Purchase Agreement shall remain unchanged and in full force and effect, and the Purchase Agreement, as amended herein, shall constitute the full, true, and complete agreement between the parties.
4. Caption Headings. Caption headings in this First Amendment are for convenience purposes only and are not to be used to interpret or define the provisions of this Amendment.
5. Successors and Assigns. This First Amendment shall be binding upon and inure to the benefit of the parties, and their successors and assigns.
6. Severability. If any provision of this First Amendment is held to be illegal, invalid or unenforceable under present or future laws effective during the term hereof, such provision shall be fully severable. This First Amendment shall be construed and enforceable as if the illegal, invalid or unenforceable provision had never comprised a part of it, and the remaining provisions of this Amendment shall remain in full force and effect and shall not be affected by the illegal, invalid or unenforceable provision or by its severance here from. Furthermore, in lieu of such illegal, invalid or unenforceable provision, there shall be added automatically as a part of this First Amendment, a provision as similar in terms to such illegal, invalid or unenforceable provision as may be possible and legal, valid and enforceable.

7. Counterparts/Electronic Signatures. This First Amendment may be executed in counterparts, each of which shall be deemed an original instrument, but all such counterparts together shall constitute but one agreement. Delivery of an executed counterpart signature page by facsimile, electronic transmittal (PDF), DocuSign or other electronic signature means is as effective as executing and delivering this First Amendment in the presence of the other parties to this Amendment.

IN WITNESS WHEREOF, Seller and Purchaser have executed and delivered this First Amendment effective as of the Effective Date.

SELLER:

DUPAGE WATER COMMISSION, organized and operating under the Water Commission Act of 1985 (70 ILCS 3720)

By: _____
Name: _____
Title: _____

PURCHASER:

PULTE HOME COMPANY LLC, a Michigan limited liability company

By: _____
Name: _____
Title: _____