

**MINUTES OF A MEETING OF THE
ADMINISTRATION COMMITTEE
OF THE DUPAGE WATER COMMISSION
HELD ON MARCH 15, 2012**

The meeting was called to order at 7:10 P.M. at the Commission's office located at 600 East Butterfield Road, Elmhurst, Illinois.

Committee members in attendance: T. Cullerton, W. Murphy, J. B. Webb, and L. Crawford

Committee members absent: J. Zay (*ex officio*)

Also in attendance: J. Spatz (arrived at 7:25 P.M.), M. Crowley, and F. Frelka

Commissioner Murphy moved to approve the Minutes of the December 15, 2011, Administration Committee meeting as presented. Seconded by Commissioner Cullerton and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

The Administration Committee preliminarily reviewed the draft of recommended changes to the Commission By-Laws that was included in the meeting materials for the February 2012 Administration Committee, with Staff Attorney Crowley highlighting some of the changes being recommended as a matter of policy rather than law and Commissioner Crawford questioning the legal requirements for the appointment of the Chairman and Vice Chairman. Because the draft of recommended changes had not been included in the March meeting packet, it was the consensus of the Administration Committee to conduct an in-depth review of the recommended changes at the April 2012 meeting for which a 6:30 P.M. start time would be scheduled.

After the Staff Attorney was directed to e-mail the February 2012 Administration Committee review draft of recommended changes to the Administration Committee members on Friday, March 16, 2012, General Manager Spatz arrived at the meeting at 7:25 P.M.

General Manager Spatz reported that the Crowe Horwath report commissioned by DuPage County had recommended several ethics and procurement policy revisions that would impact the Commission By-Laws. General Manager also advised that he would like to use an outside consultant to help with tailoring the DuPage County policies recommended by Crowe Horwath to the Commission's organizational structure on an expedited basis.

The Administration Committee concurred with General Manager Spatz' plan to use an outside consultant and planned to proceed with its review of the February 2012 Administration Committee review draft of recommended changes at the April 2012 meeting and then review the consultant recommended changes at the May or June 2012 meeting.

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Commissioner Murphy moved to adjourn the meeting at 7:29 P.M. Seconded by Commissioner Webb and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

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