

**BROADVIEW-WESTCHESTER JOINT WATER AGENCY
NOTICE AND AGENDA
FOR BOARD OF DIRECTORS MEETING
TO BE HELD ON WEDNESDAY, DECEMBER 3, 2025 AT 10:30 A.M.
AT THE BROADVIEW MUNICIPAL BUILDING, COUNCIL CHAMBERS
2350 SOUTH 25TH AVENUE, BROADVIEW, ILLINOIS**

This will be an in-person meeting, but will also be broadcast via the YouTube platform.

The link to the YouTube platform can be found on the Agency's website.

Public comments submitted electronically and any responses will be read into the public hearing record.

Public comments may be submitted to Superintendent Wesley Barber by leaving a hard copy at the Broadview Village Hall in the drop box or via email in advance of the meeting to: wbarber@bwjwa.org

The public may listen and watch the meeting by viewing the broadcast on the YouTube platform.

- I. Call to Order and Roll Call
- II. Pledge of Allegiance
- III. Public Comment
- IV. Presentation of:
 - A. Minutes of: November 5, 2025 Board Meeting Minutes
 - B. Monthly Financial Reports for October 2025
[Detailed Revenue and Expense Report on Items Over Budget and Under Budget to be Provided at the Meeting]
- V. Communications
 - A. New Business:
 - 1. Consideration and approval of: Finance Report as of December 3, 2025 and Check Detail Report for the Period: November 6, 2025 to December 3, 2025 in the amount of **\$TBD at Meeting** at Board Meeting (**Agency Check Numbers TBD through TBD**). (Dollar Amount and Check Numbers subject to adjustment by the Agency Board during the Meeting).
 - 2. Consideration and approval of: Motion to Approval the Preparation, Issuance and Processing of a Request for Proposals ("RFP") for Auditing Services for **Fiscal Year 2026 and** Direct the Agency Accountant / Treasurer Steven Litko of Lauterbach & Amen, in Consultation with Agency Superintendent Wesley Barber, to Provide to the Agency Board of Directors and Executive Committee with a Report on the Proposals Submitted in Response to the RFP and Recommendation for the Selection of an Auditing Firm Based on Relevant Professional Auditing Qualifications and Experience, Responsiveness of Proposal to RFP Requirements and Competitive Pricing of Auditing Services.

(See copy of **Request for Proposals** prepared by Agency Accountant / Treasurer Steven Litko of Lauterbach & Amen in consultation with Superintendent Wesley Barber and Agency Legal Counsel Mike Jurusik and the related **Memorandum dated December 1, 2025** prepared by Agency Accountant / Treasurer Steven Litko of Lauterbach & Amen)

3. Consideration and approval of: Motion to Authorize the Approval and Execution of an Updated Engagement Letter with Klein, Thorpe and Jenkins, Ltd. (“KTJ”) dated November 27, 2025 For the Performance of Legal Services for the Broadview-Westchester Joint Water Agency (Billings Rates and Charges shall be the same for Calendar Year 2026 and Calendar Year 2027).

(See copy of Memorandum dated November 27, 2025 prepared by Mike Jurusik, Agency Legal Counsel, regarding Updated Engagement Letter with KTJ)

4. Consideration of: Updated Five Year Capital Improvement Plan for Agency Regarding Major Capital Projects for Fiscal Year 2026 / 2027 to Fiscal Year 2030 / 2031 and related Memorandum dated November 17, 2025 prepared by Agency Engineer Mark Volk of Hancock Engineering Company.

B. Old Business:

1. Status Report on: Expansion of Agency Water Reservoir Capacity to a 1.5 Million Gallon Water Reservoir at the 10th Avenue Pump Station Site, Financing from Water Revenue Bonds and Refunding of IEPA Loan.

VI. Superintendent’s Report

VII. Closed Meeting

- A. Pending Litigation per 5 ILCS 120/2(c)(11)
- B. Probable or Imminent Litigation per 5 ILCS 120/2(c)(11)
- C. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property per 5 ILCS 120/2(c)(8)
- D. The purchase or lease of real property for use by the Agency per 5 ILCS 120/2(c)(5)
- E. The setting of a price for the sale or lease of property owned by the Agency per 5 ILCS 120/2(c)(6)
- F. **The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body per 5 ILCS 120/2(c)(1) [Annual Review for Superintendent and Resolution of Vacation Time - Employee Benefits / Employee Compensation Matter]**
- G. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, for the purposes of approval by the body of the minutes or semi-annual review of the minutes (5 ILCS 120/2(c)(21) and 2.06)

VIII. Adjournment

Note: Minutes of past meetings are available upon request at the Broadview-Westchester Joint Water Agency, 2222 South 10th Avenue, Broadview, Illinois.