

DOWNERS GROVE SANITARY DISTRICT  
GENERAL MANAGER'S REPORT  
February 9, 2024

February Board Meeting

Copies of documentation for the following agenda items are enclosed for the February 13, 2024, meeting:

- 1) Proposed Agenda
- 2) Minutes of the January 16, 2024, regular meeting
- 3) Minutes of the January 16, 2024, Executive Session (*Confidential under Separate Cover*)
- 4) Claim Ordinance 1934
- 5) Resolution of Appreciation – Wallace D. Van Buren
- 6) Change Order No. 1 – 2023 Trunk Sewer Rehabilitation: Curtiss St.
- 7) Employee Policy Manual Revisions
- 8) Proposal for Audit Professional Services
- 9) Memo regarding final disposition of executive session records
- 10) Proposed FY 2024-25 Budget/Five Year Plan and Appropriation Ordinance

BOLI Meeting

There is no BOLI meeting scheduled this month.

Operations Reports

Copies of the following are enclosed for January operations:

- 1) Progress Report from Carly on Administrative Services activities.
- 2) The WWTC Operations Report from Marc.
- 3) The WWTC/Lift Station Maintenance Report from Nick.
- 4) Progress Report from Todd on Collection System Maintenance activities.
- 5) Progress Report from Keith on Collection System Construction activities.
- 6) Progress Report from Reese on Laboratory activities.
- 7) Engineering Report

Infiltration/Inflow Removal Work

Inspection efforts on private property under the I/I program with the intention of conducting I/I removal are ongoing in the 2C-025 in downtown Downers Grove. A map showing progress for the 2C-025 area is included herein, as well as a status summary sheet.

Safety

The Safety Committee met on January 23, 2024. The 2024 Committee has several new members who have not participated on the Safety Committee before. The January meeting was spent updating new members on current projects as well as reviewing open incident reports.

Brandon Morris, Sewer System Engineering Technician, completed OSHA 10-Hour certification. Jessie Gwozdz, Safety Coordinator, attended the National Safety Council’s “Safety Resolutions for 2024” meeting at the NSC headquarters. All employees attended fire extinguisher training, presented by Fredriksen Fire Equipment Company. The training allowed each employee to practice putting out a fire using a simulator.



### Financial

A copy of the Investment Schedule as of January 31, 2024, is enclosed.

The Treasurer’s Report for January 2024 covering the first nine months of FY 23-24 is included herein, along with a summary cover memo.

### Meetings

I attended the following meetings since the January 12, 2024, General Manager’s report:

- January 16 attended Metropolitan Mayors Caucus Environment Committee Meeting
- January 18 attended CSWEA Executive Committee Meeting in Schaumburg
- February 2 attended site visit of Curtiss St lining project with Congressman Sean Casten. Amy Sejnost, Jeremy Wang and Danny also attended.
- February 6 attended CSWEA Ad Hoc Strategic Planning Committee meeting with WEF
- February 7 attended CSWEA IL Section meeting in Oswego
- February 8 attended DRSCW Executive Board meeting in Lombard. Larry attended also.

### Miscellaneous

Copies of the following items are enclosed:

- 1) General Manager’s Report to the Employees dated January 26 and February 9
- 2) January 2024 DGSD WWTC wastewater reports of SARS-CoV-2, influenza A & B and RSV levels
- 3) January 29 cover letter transmitting documents to DuPage County Board Chair Deb Conroy

cc: AES, JMW, BOLI, DM, CS

**DOWNERS GROVE SANITARY DISTRICT  
BOARD OF TRUSTEES MEETING  
FEBRUARY 13, 2024 – 7:00 PM  
BOARD ROOM**

**PROPOSED AGENDA**

- I. APPROVAL OF MINUTES
  - A. REGULAR MEETING – JANUARY 16, 2024
  - B. EXECUTIVE SESSION – JANUARY 16, 2024
  
- II. APPROVAL OF CLAIM ORDINANCE NO. 1934
  
- III. PUBLIC COMMENT
  
- IV. OLD BUSINESS
  
- V. NEW BUSINESS
  - A. RESOLUTION OF APPRECIATION – WALLACE D. VAN BUREN
  - B. APPROVAL OF CHANGE ORDER NO. 1 – 2023 TRUNK SEWER REHABILITATION: CURTISS ST
  - C. EMPLOYEE POLICY MANUAL REVISIONS
  - D. FINANCIAL AUDITING SERVICES AGREEMENT
  - E. REVIEW AND FINAL DISPOSITION OF EXECUTIVE SESSION RECORDS
  - F. REVIEW OF FY 2024-25 BUDGET/FIVE YEAR PLAN AND APPROPRIATION ORDINANCE

**PUBLIC COMMENT:**

The District has an online form for the Public who cannot attend the meeting to submit public comment. District staff shall read aloud any received public comments during the Public Comment portion of the meeting. Public comments for Public not attending the meeting in person need to be submitted before 4:00 p.m. on February 13, 2024. The form can be found here:  
<https://www.dgsd.org/government/public-comment/>



**MINUTES**

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, January 16, 2024, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Trustees Amy E. Sejnost and Jeremy M. Wang, General Manager Amy R. Underwood, Administrative Supervisor Carly S. Shaw, Sewer Construction Supervisor Keith Shaffner, Information Coordinator Alyssa J. Caballero, and Attorney Dan McCormick.

A moment of silence was had for Board President, Wally D. Van Buren, who passed away on January 11.

Minutes of Regular Meeting – December 19, 2023

A motion was made by Trustee Wang seconded by Trustee Sejnost approving the minutes of the regular meeting held on December 19, 2023 and authorizing the Acting President and Clerk to sign same. The motion carried.

Change Order No. 1 – Basin 2D Sewer Rehabilitation

A motion was made by Trustee Wang seconded by Sejnost approving Change Order No. 1 for the Basin 2D Sewer Rehabilitation agreement with Visu-Sewer of Illinois, LLC. for a net decrease in contract price of \$1,230.00 and authorizing the General Manager to sign the same. The motion carried. (Votes recorded: Ayes-Sejnost and Wang.)

Claim Ordinance No. 1933

A motion was made by Trustee Wang seconded by Trustee Sejnost adopting Claim Ordinance No. 1933 in the total amount of \$604,158.09 as presented and authorizing the Acting President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Sejnost and Wang.)

Public Comment – None

New Business

Resolution No. R2024-01 Presidential Powers

General Manager Underwood presented Resolution No. R2024-01. This resolution devolves the powers, duties, and emoluments of the Board President to the Vice-President, Amy E. Sejnost, until a successor is appointed and chosen. This is due to the passing of Board President Wally D. Van Buren. A motion was made by Trustee Wang seconded by Trustee Sejnost to pass the resolution. The motion carried. (Votes recorded: Ayes–Sejnost and Wang.)

Wastewater Treatment Center Operations Summary for 2023

General Manager Underwood presented the 2023 Wastewater Treatment Center Performance

Report. The report includes information and comparisons to prior years on flows, available remaining capacity, treatment provided, NPDES permit compliance, sludge quantities produced, biosolids disposal, utilities consumption, digester gas, chemical usage and an overall summary.

#### Collection System Construction Summary for 2023

Sewer Construction Supervisor Keith Shaffner presented the 2023 Collection System Construction Summary Report. The report includes information regarding permits issued, annexations, Board of Local Improvements, Illinois EPA permits and public sewer main construction.

#### Collection System Performance Summary for 2023

General Manager Underwood presented the 2023 Collection System Performance Report as prepared by Sewer System Maintenance Supervisor Todd Freer. The report includes information regarding maintenance work progress, manhole overflows, sewer backups, public sewer blockages and building service blockages.

#### Collection System Work Plan for 2024

General Manager Underwood presented the Collection System Work Plan for 2024 as prepared by Sewer System Maintenance Supervisor Todd Freer. The report includes information on proposed work on the collection system during 2024 including cleaning and televising sewers, flow metering, the Private Property Infiltration and Inflow Removal Program and the Building Sanitary Service Repair Assistance Program and manhole inspections.

#### Other New Business

General Manager Underwood informed the Board that the District's insurance carrier denied the claim for the Ops Center blower room mitigation.

Trustee Wang thanked the supervisors for their annual reports. He expressed his appreciation for the change order for the 2D sewer rehabilitation project. He noted the net positive consumption of energy in 2023 in comparison to the previous two years. He also noted the increase of biosolids production from 2022, noted in the 2023 WWTC performance report. He noted the number of sewer blockages and sewer cleanings, I/I removal work and number of BSSRAP repairs, noted in the Collection System Performance report for 2023. Trustee Wang noted a new maintenance mechanic was hired and congratulated Frank Furtak on his upcoming retirement. He noted the increase in past due notices for customer billing. He inquired about the status of the new accounting software. Trustee Wang inquired about the flushable wipes lawsuit. He inquired about the status of the District obtaining a credit card. He also inquired about the operating budget and how it compares to past years. He thanked General Manager Underwood for the part-time employee report. Lastly, Trustee Wang acknowledged the passing of fellow trustee Wally Van Buren and expressed his sympathies, noting his legacy will remain.

Trustee Sejnost noted a new maintenance mechanic was hired. She congratulated Chuck Preen on his promotion to Senior Mechanic and Frank Furtak on his upcoming retirement. She noted the number of discharge days over 11 MGD in December, noted in Operations Supervisor Majewski's report. She noted the CHP units are operating as expected. Trustee Sejnost was happy to see the

plant profile about the District in the CSWEA magazine. She appreciated reading the BSSRAP letter from the District customer. Lastly, she expressed her appreciation for the Nutrient Implementation Plan.

Executive Session – Employee Compensation

A motion was made by Trustee Wang seconded by Trustee Sejnost to recess the regular meeting and convene an executive session at 8:23 p.m. under exception 2(c)1 of the Open Meetings Act to discuss the compensation and performance of specific employees of the District. The motion carried. (Votes recorded: Ayes–Sejnost and Wang.)

A motion was made by Trustee Wang seconded by Trustee Sejnost to reconvene the regular meeting at 10:11 p.m. The motion carried. (Votes recorded: Ayes–Sejnost and Wang.)

A motion was made by Trustee Wang seconded by Trustee Sejnost to adjourn the regular meeting at 10:12 p.m. The motion carried.

Approved: February 13, 2024

\_\_\_\_\_  
Acting President

Attest: \_\_\_\_\_  
Clerk

This attachment has been removed for its contents are currently confidential.

Downers Grove, Illinois

Date: February 13, 2024

Claim Ordinance No. 1934

An Ordinance Providing for the Payment of Certain Claims.

WHEREAS, it appears to the Board of Trustees of the Downers Grove Sanitary District that there are certain claims against said District which would be allowed and paid therefore,

BE IT ORDAINED, by the Board of Trustees of the Downers Grove Sanitary District

That the following claims be and they are hereby approved and ordered paid and that an order be drawn on the Treasurer of said District out of the funds shown below. Said claims, totaling **\$704,710.70** being in words and figures as follows:



GENERAL LEDGER RECAP

DATE 01/16/24 PERIOD END 01/06/24 PAGE 4

Payroll Ending Date: 01/15/24  
 Payroll Paid Date: 01/17/24  
 GL Date: 02/29/24

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		21301.78-
01-00.2000	FEDERAL TAX WITHHELD		3174.77-
01-00.2001	STATE TAX WITHHELD		1490.64-
01-00.2002	SOCIAL SECURITY WITHHELD		2459.32-
01-00.2003	IMRF WITHHELD		1446.66-
01-00.2013	CREDIT UNION WITHHELD		515.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1425.04-
01-00.2017	VOLUNTARY GROUP LIFE		64.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		283.33-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		741.09-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		125.00-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-11.A003	GENERAL MANAGEMENT	6817.65	
01-11.A004	FINANCIAL RECORDS	3147.43	
01-11.A007	CODE ENFORCEMENT	7955.12	
01-11.A008	SAFETY ACTIVITIES	155.00	
01-11.A030	BUILDING AND GROUNDS	110.72	
01-12.A009	OPERATIONS MANAGEMENT	6729.46	
01-12.A011	MAINTENANCE - WWTC	1327.70	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	221.43	
01-12.A014	MAINTENANCE - ELECTRICAL	110.72	
01-12.A021	WWTC - OPERATIONS	243.85	
01-12.A023	WWTC - ENERGY RECOVERY	55.21	
01-12.A030	BUILDING AND GROUNDS	155.00	
01-13.A009	OPERATIONS MANAGEMENT	4304.34	
01-13.A042	LAB - PRETREATMENT	457.08	
01-14.A006	ENGINEERING	161.73	
01-15.A006	ENGINEERING	96.50	
01-15.A009	OPERATIONS MANAGEMENT	995.55	
01-15.A080	LIFT STATION MAINTENANCE	22.14	
		33066.63	33066.63-

GENERAL LEDGER RECAP

DATE 01/23/24 PERIOD END 01/20/24 PAGE 5

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		59396.21-
01-00.2000	FEDERAL TAX WITHHELD		9907.02-
01-00.2001	STATE TAX WITHHELD		4373.93-
01-00.2002	SOCIAL SECURITY WITHHELD		7137.32-
01-00.2003	IMRF WITHHELD		4170.13-
01-00.2005	CLEARING		20.89-
01-00.2013	CREDIT UNION WITHHELD		2182.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		4386.85-
01-00.2017	VOLUNTARY GROUP LIFE		160.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		305.00-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		192.31-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		1160.95-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		449.15-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		471.67-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		418.64-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		224.21-
01-11.A003	GENERAL MANAGEMENT	628.89	
01-11.A004	FINANCIAL RECORDS	8592.32	
01-11.A005	ADMINISTRATIVE RECORDS	616.50	
01-11.A007	CODE ENFORCEMENT	4965.73	
01-11.A008	SAFETY ACTIVITIES	1668.80	
01-11.A030	BUILDING AND GROUNDS	186.30	
01-12.A011	MAINTENANCE - WWTC	13405.69	
01-12.A014	MAINTENANCE - ELECTRICAL	9469.25	
01-12.A021	WWTC - OPERATIONS	16328.82	
01-12.A022	WWTC - SLUDGE HANDLING	5975.02	
01-12.A023	WWTC - ENERGY RECOVERY	111.37	
01-12.A030	BUILDING AND GROUNDS	6566.83	
01-13.A041	LAB - WWTC	5991.69	
01-13.A048	LAB - ENERGY RECOVERY	150.45	
01-14.A051	SEWER MAINTENANCE	11418.94	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	429.92	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	2516.87	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	107.36	
01-14.A064	INSPECTION - MISCELLANEOUS	952.38	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	279.23	
01-14.A066	INSPECTION - CODE ENFORCEMENT	3635.46	
01-14.A072	SEWER INVESTIGATIONS	558.46	
01-15.A080	LIFT STATION MAINTENANCE	400.00	
		94956.28	94956.28-

PAYROLL END DATE: 01.31.24  
 PAYROLL PAID DATE: 02.02.24  
 G/L DATE: 02.29.24

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		24864.43-
01-00.2000	FEDERAL TAX WITHHELD		3481.11-
01-00.2001	STATE TAX WITHHELD		1715.46-
01-00.2002	SOCIAL SECURITY WITHHELD		2806.19-
01-00.2003	IMRF WITHHELD		1448.19-
01-00.2013	CREDIT UNION WITHHELD		515.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1591.84-
01-00.2017	VOLUNTARY GROUP LIFE		80.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		283.33-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		741.09-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		40.00-
01-11.A001	TRUSTEES	4500.00	
01-11.A003	GENERAL MANAGEMENT	7456.00	
01-11.A004	FINANCIAL RECORDS	3660.86	
01-11.A007	CODE ENFORCEMENT	7955.13	
01-11.A008	SAFETY ACTIVITIES	219.63	
01-11.A030	BUILDING AND GROUNDS	119.76	
01-12.A006	ENGINEERING	30.38	
01-12.A009	OPERATIONS MANAGEMENT	5361.65	
01-12.A011	MAINTENANCE - WWTC	1598.84	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	359.72	
01-12.A014	MAINTENANCE - ELECTRICAL	199.74	
01-12.A021	WWTC - OPERATIONS	243.60	
01-12.A030	BUILDING AND GROUNDS	79.99	
01-13.A009	OPERATIONS MANAGEMENT	3996.69	
01-13.A041	LAB - WWTC	98.89	
01-13.A042	LAB - PRETREATMENT	665.84	
01-14.A006	ENGINEERING	60.76	
01-15.A006	ENGINEERING	59.87	
01-15.A009	OPERATIONS MANAGEMENT	779.54	
01-15.A030	BUILDING AND GROUNDS	19.88	
01-15.A080	LIFT STATION MAINTENANCE	99.87	
		37566.64	37566.64-

PAYROLL END DATE: 02.03.24  
 PAYROLL PAID DATE: 02.09.24  
 G/L DATE: 02.29.24

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		63191.17-
01-00.2000	FEDERAL TAX WITHHELD		10940.28-
01-00.2001	STATE TAX WITHHELD		4657.82-
01-00.2002	SOCIAL SECURITY WITHHELD		7583.76-
01-00.2003	IMRF WITHHELD		4106.76-
01-00.2005	CLEARING		20.89-
01-00.2013	CREDIT UNION WITHHELD		2182.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		4667.14-
01-00.2017	VOLUNTARY GROUP LIFE		160.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		305.00-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		192.31-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		1160.95-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		238.49-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		742.82-
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH		418.64-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		224.21-
01-11.A003	GENERAL MANAGEMENT	1317.47	
01-11.A004	FINANCIAL RECORDS	8336.89	
01-11.A005	ADMINISTRATIVE RECORDS	1459.98	
01-11.A007	CODE ENFORCEMENT	4306.58	
01-11.A008	SAFETY ACTIVITIES	1668.80	
01-12.A011	MAINTENANCE - WWTC	17098.02	
01-12.A014	MAINTENANCE - ELECTRICAL	8744.47	
01-12.A021	WWTC - OPERATIONS	19580.52	
01-12.A022	WWTC - SLUDGE HANDLING	6530.79	
01-12.A023	WWTC - ENERGY RECOVERY	275.35	
01-12.A030	BUILDING AND GROUNDS	3913.71	
01-13.A041	LAB - WWTC	6114.99	
01-13.A048	LAB - ENERGY RECOVERY	198.54	
01-14.A051	SEWER MAINTENANCE	12705.66	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	400.00	
01-14.A061	INSPECTION - NEW CONSTRUCTION	37.48	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	2326.90	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	235.50	
01-14.A064	INSPECTION - MISCELLANEOUS	483.67	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	708.05	
01-14.A066	INSPECTION - CODE ENFORCEMENT	3369.91	
01-14.A072	SEWER INVESTIGATIONS	378.96	
01-15.A080	LIFT STATION MAINTENANCE	600.00	
		100792.24	100792.24-

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
AFC INTERNATIONAL INC	A000066	01/17/24	68758	01-14.B113	CALIBRATION GAS FOR METER	446.33			
		01/25/24	68815	01-14.B113	GAS METER SENSOR CALIB	234.55	680.88	105495	
ACCURATE OFFICE SUPPLY	A000093	01/25/24	608653	01-11.B116	OFFICE SUPPLIES	18.50			
		01/31/24	609019	01-11.B113	FIRST AID KIT	21.32			
		01/31/24	609019	01-11.B116	RULER	1.07	40.89	064655	
ACI Payments Inc.	A000096	01/16/24	1000108859	01-11.B110	OLR FEES	33.40	33.40	105496	
ALTORFER INDUSTRIES, INC.	A000292	01/11/24	PM6A0023225	01-15.B520	BUTTERFIELD GEN VLV ADJ	1147.31			
		01/11/24	PM6A0023226	01-15.B522	COLLEGE GEN VLV ADJ	1275.04			
		01/11/24	PM6A0023227	01-15.B524	HOBSON GEN VLV ADJ	2407.02			
		01/11/24	PM6A0023228	01-15.B526	NORTHWEST GEN VLV ADJ	1165.13			
		01/11/24	PM6A0023229	01-15.B527	VENARD GEN VLV ADJ	1275.04			
		01/11/24	PM6A0023230	01-15.B528	WROBLE GEN VLV ADJ	1275.04			
		01/12/24	PM6A0023252	01-15.B529	150W PORT GEN ANNUAL PM	1783.71	10328.29	105497	
Amazon Business	A000296	01/28/24	13QHKHGJ6N4G	01-14.B117	JR BOOTS/SHOES	319.90			
		01/10/24	19LK4K7PJXF1	01-11.B116	LAPTOP BAGS	97.27			
		01/29/24	19LXQ734DGJ4	01-12.B805	LABEL MAKERS	143.26			
		01/30/24	1CMYPJ1P7WF9	01-12.B116	PLASTIC CYLINDER	49.98			
		02/05/24	1DJPLWX64DKN	01-12.B805	VINYL LABELS	145.14			
		01/16/24	1GGTTW1GL3CL	01-11.B116	PAPER TOWELS	47.93			
		01/16/24	1GGTTW1GL3CL	01-14.B117	DC BOOTS	159.75			
		01/28/24	1JFT1TRF74W9	01-11.B116	MONITOR CABLES	23.33			
		01/11/24	1JGR3MM1M9QD	01-12.B513	CHP GAS CLEAN FLTRS	15.87			
		01/29/24	1M4LJQLCWTW	01-12.B805	CREDIT	143.26-			
		01/30/24	1NWRWNTK976J	01-11.B115	MONITOR STANDS	136.82			
		01/24/24	1PKLXM6RC1RF	01-11.B116	WATER COOLER FILTER	98.50			
		01/29/24	1TGR17XN1XWF	01-13.B116	KLEENEX	27.99			
		01/25/24	1XGP1QXJLY4V	01-14.B115	NITROGEN CARTRIDGE	70.59			
		01/10/24	2JCGTKKPH4DF	01-12.B112	CP PHONE CASE	22.97	1216.04	105498	
AUTOZONE - AZ COMMERCIAL	A000600	01/09/24	2576484547	01-12.C225	STARTER/WIPERS	160.97			
		01/09/24	2576484555	01-12.C225	WIPER BLADES	31.98			
		01/11/24	2576486059	01-14.B115	BATTERY	69.84			
		01/11/24	2576486060	01-14.C225	CREDIT	10.00-			
		01/16/24	2576490456	01-12.C225	CNG CAR BATTERY	174.99			
		01/16/24	2576490457	01-11.C225	BATTERY CORE CREDIT	23.76-			
		01/19/24	2576492860	01-14.C225	MOTOR OIL	7.19			
		01/19/24	2576492967	01-12.C225	OIL CHANGE SUPPLIES	62.65			
		01/19/24	2576492968	01-14.C225	OIL CHANGE SUPPLIES	35.42			
		01/19/24	2576492970	01-12.C225	OIL CHANGE SUPPLIES	35.42			
		01/19/24	2576492971	01-12.B510	HEAT EXCHANGE 1 WTR LEAK	27.88			
		01/19/24	2576492983	01-12.C225	CREDIT	12.90-			
		01/25/24	2576497260	01-14.C225	WINDSHIELD WASHER FLUID	6.36	566.04	064656	
BAXTER & WOODMAN, INC.	B000120	01/23/24	0254590	01-11.B124	FLOW MONITORING	7101.34			
		01/23/24	0254591	01-14.B902	OUTFALL SEWER SAG CS	1333.71			
		01/23/24	0254593	01-14.B901	CURTISS ST CIPP LINING	575.00			
		01/23/24	0254596	01-11.B124	2023 MISC ENGINEERING SVC	1094.30			
		01/23/24	0254597	01-14.B903	BASIN 2D CIPP	520.00			

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		01/23/24	0254601	01-13.B124	IU DISCHARGE PERMIT	2365.00			
		01/23/24	0254603	01-15.B124	BUTTERFIELD LS REPLACE	1413.50			
		01/31/24	0255430	01-12.B513	STORAGE TANK REMOVE/RPLC	14986.25	29389.10	105499	
BradyIFS	B000319	01/11/24	8565904	01-12.B116	MSB SUPPLIES	156.36			
		01/15/24	8572167	01-12.B116	MSB SUPPLIES	130.36			
		01/25/24	8597587	01-12.B116	MSB SUPPLIES	100.00			
		01/26/24	8601100	01-12.B116	MSB SUPPLIES	43.66	430.38	105500	
BUMPER TO BUMPER WHEATON	B000460	01/10/24	470197501	01-12.B116	WASHER SOLVENT	71.88	71.88	064693	
CSWEA	C000060	01/31/24	15A1F09A0002	01-12.B117	OPS TRAINING	240.00	240.00	105544	
CAREERSAFE	C000087	01/22/24	CS633985	01-11.B113	BM/KS/SG OSHA CLASS	177.00	177.00	064694	
CASSIDY TIRE & SERVICE	C000090	01/24/24	912012767	01-12.B501	SKID STR TIRE REPAIR	55.00	55.00	105501	
CERTIFIED BALANCE & SCALE CORP	C000130	01/17/24	25895	01-13.B115	CLEAN/CALIBRATE METER	2239.00	2239.00	064657	
CHICAGO METROPOLITAN FIRE	C000240	01/14/24	00425638	01-12.B113	RADIO MAINTENANCE	63.00	63.00	064658	
CINTAS #344	C000300	01/16/24	4180387018	01-12.B117	WWTC UNIFORMS	102.20			
		01/16/24	4180387018	01-14.B117	SS UNIFORMS	37.80			
		01/23/24	4181089084	01-12.B117	WWTC UNIFORMS	102.20			
		01/23/24	4181089084	01-14.B117	SS UNIFORMS	37.80			
		01/30/24	418186241	01-12.B117	WWTC UNIFORMS	107.66			
		01/30/24	418186241	01-14.B117	SS UNIFORMS	37.80			
		02/06/24	4182536524	01-12.B117	WWTC UNIFORMS	102.20			
		02/06/24	4182536524	01-14.B117	SS UNIFORMS	38.72	566.38	064659	
CINTAS FIRST AID & SAFETY	C000320	02/07/24	5196620085	01-11.B113	FIRST AID REPLENISH	333.12	333.12	064660	
ADAM CIONI	C000322	01/30/24	REIMBURSE	01-12.B117	AC OUTERWEAR	183.56	183.56	105502	
CLOUDEMELLOW	C000333	02/01/24	240251	01-11.B115	MONTHLY WEBSITE HOSTING	95.00	95.00	064695	
COLE-PARMER	C000345	01/22/24	3641011	01-13.B115	LAB PIPETTES	1819.76	1819.76	064661	
COMCAST	C000373	02/03/24	877120120055	01-11.B112	BACK UP INTERNET	144.85	144.85	064662	
Comcast	C000375	02/01/24	001001087786	01-11.B112	INTERNET SERVICE	830.00	830.00	064663	
COMED	C000380	01/16/24	0055025057	01-15.B100	COLLEGE LS ELECTRIC	697.01			
		01/16/24	0068029014	01-15.B100	CENTEX LS ELECTRIC	199.52			
		01/16/24	0120089072	01-15.B100	WROBLE LS ELECTRIC	1301.34			
		01/16/24	0458029046	01-15.B100	LIBERTY PARK LS ELECTRIC	599.46			
		01/22/24	0562080004	01-15.B100	VENARD LS ELECTRIC	686.18			
		01/16/24	1095091170	01-15.B100	NORTHWEST LS ELECTRIC	2281.72			
		01/16/24	1810068039	01-15.B100	EARLSTON LS ELECTRIC	498.90			
		01/16/24	3240038012	01-15.B100	BUTTERFIELD LS ELECTRIC	260.22			
		01/15/24	4657083017	01-15.B100	HOBSON LS ELECTRIC	3123.64			
		01/24/24	6770572011	01-12.B100	WALNUT HSE ELECTRIC	84.91			
		01/24/24	6770572011	01-14.B910	BSSRAP ELECTRIC	568.94			
		01/24/24	8762083052	01-12.B100	BIG TOP ELECTRIC	143.00	10444.84	064664	
CONCENTRIC INTEGRATION, LLC	C000410	01/23/24	0254594	01-12.B513	SCADA SFTWRE PLTFRM RPLC	7361.25			
		01/23/24	0254599	01-11.B115	2023-2024 SUPP AGREEMENT	2038.80			
		01/23/24	0254599	01-12.B513	2023-2024 SUPP AGREEMENT	3058.20			
		01/23/24	0254600	01-11.B115	2023-2024 T&M SUPP SVCS	4165.00			
		01/31/24	0255442	01-11.B115	2023-2024 T&M SUPP SVCS	7867.26			
		01/31/24	0255442	01-12.B513	2023-2024 T&M SUPP SVCS	867.50	25358.01	105503	
COVERALL NORTH AMERICA, INC	C000557	02/01/24	1010725102	01-12.B812	MSB CLEANING	304.00			

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/01/24	1010725102	01-13.B116	LAB CLEANING	157.00			
		02/01/24	1010725103	01-11.B116	ADMIN CTR CLEANING	489.00	950.00	105504	
CUMMINS, INC.	C000650	01/29/24	F238800	01-12.B501	ANNUAL PM DUMP TRUCK	2245.31	2245.31	064665	
DANIEL MCCORMICK, P. C.	D000035	01/31/24	009	01-11.B124	LEGAL SERVICES	840.00	840.00	064666	
DELTA SONIC	D000220	01/26/24	0012394	01-14.C225	SS CAR WASH	8.33	8.33	064667	
DF SUPPLY INC	D000302	01/25/24	1641785	01-12.B512	WWTC MAIN GATE PARTS	148.93	148.93	064696	
VILLAGE OF DOWNERS GROVE	D000480	01/16/24	12706	01-11.B121	METER READINGS	491.12	491.12	064668	
DYNEGY ENERGY SERVICES	D000800	01/18/24	131643524011	01-15.B100	COLLEGE LS ELECTRIC	334.98			
		01/18/24	131643624011	01-15.B100	CENTEX LS ELECTRIC	95.36			
		01/18/24	131643724011	01-15.B100	WROBLE LS ELECTRIC	807.18			
		01/24/24	131643924011	01-15.B100	VENARD LS ELECTRIC	473.91			
		01/18/24	131644024011	01-15.B100	NORTHWEST LS ELECTRIC	1571.78			
		01/18/24	131644224011	01-15.B100	EARLSTON LS ELECTRIC	281.18			
		01/18/24	131644324011	01-15.B100	BUTTERFIELD LS ELECTRIC	168.20			
		01/18/24	131644424011	01-15.B100	HOBSON LS ELECTRIC	2030.03	5762.62	105505	
EJ EQUIPMENT, INC.	E000030	01/15/24	P11376	01-14.B115	SS SUPPLIES	176.40	176.40	064669	
EJ USA, INC.	E000040	01/31/24	110240006006	01-14.B913	MANHOLE FRMS/LIDS STOCK	1838.50	1838.50	064670	
ESRI	E000050	12/27/23	94632605	01-14.B115	ARCGIS ANNUAL FEES	2090.00			
		01/26/24	95156241	01-14.B115	CREDIT	330.00-	1760.00	105545	
Elmhurst Occupational Health	E000127	12/31/23	0017685600	01-11.B113	RESPIRATOR REVIEWS	385.00	385.00	064697	
EYE MED VISION CARE	E000600	02/01/24	166144926	01-17.E455	VISION INSURANCE	429.25	429.25	064671	
FEECE OIL CO.	F000085	01/18/24	4047421	01-15.B104	LS GENERATOR FUEL	3056.93	3056.93	064672	
FIRST ADVANTAGE	F000130	01/31/24	2501302401	01-12.B117	DRUG TESTS	67.83	67.83	105506	
FirstComm	F000136	02/06/24	126313532	01-11.B112	ADMIN PHONE SERVICE	554.23			
		02/06/24	126313532	01-12.B112	PLANT PHONE SERVICE	803.32			
		02/06/24	126313532	01-13.B112	LAB PHONE SERVICE	146.33			
		02/06/24	126313532	01-14.B112	SS PHONE SERVICE	423.09	1926.97	064698	
FIRST ENVIRONMENTAL LAB	F000140	01/16/24	180847	01-13.B123	2024 NPDES MONTHLY	117.60			
		01/17/24	180857	01-13.B123	1ST QTR 2024 BIOSOLIDS	288.00			
		01/19/24	180897	01-13.B123	JAN 2024 BIOSOLIDS	322.80	728.40	105507	
FREDRIKSEN FIRE EQUIPMENT CO	F000382	01/17/24	229479	01-11.B113	FIRE EXTINGUISHER TRAIN	1100.00	1100.00	064699	
Galco Industrial Electronics,	IG000122	02/05/24	4541577	01-12.B503	EXC FLOW TRVL BRDG PARTS	705.16	705.16	064700	
W. W. GRAINGER, INC.	G000520	01/29/24	9000366287	01-12.B512	SEE SHEET	37.00			
		01/29/24	9001164517	01-12.B503	SEE SHEET	84.00			
		01/29/24	9001164525	01-12.B512	SEE SHEET	162.45			
		01/29/24	9001933648	01-12.B116	SEE SHEET	118.55			
		01/29/24	9002087915	01-12.B805	SEE SHEET	78.75			
		01/30/24	9002513670	01-12.B510	SEE SHEET	37.24			
		01/31/24	9004420122	01-12.B812	SEE SHEET	114.48			
		01/31/24	9004676335	01-12.B512	SEE SHEET	149.00-			
		01/31/24	9004676343	01-12.B512	SEE SHEET	25.00-			
		01/31/24	9005345624	01-12.B512	SEE SHEET	23.25			
		02/02/24	9007741847	01-12.B812	SEE SHEET	14.28			
		01/11/24	9959984015	01-12.B512	SEE SHEET	16.71			
		01/16/24	9963794715	01-12.B512	SEE SHEET	17.45			
		01/17/24	9964459276	01-12.B812	SEE SHEET	114.48			

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		01/17/24	9964459284	01-12.B512	SEE SHEET	72.12			
		01/17/24	9965053771	01-12.B512	SEE SHEET	38.57			
		01/19/24	9968784901	01-12.B113	SEE SHEET	57.72			
		01/19/24	9968784919	01-13.B116	SEE SHEET	423.50			
		01/22/24	9970188729	01-12.B805	SEE SHEET	3559.64			
		01/24/24	9973565774	01-12.B805	SEE SHEET	220.56			
		01/24/24	9973565782	01-12.B805	SEE SHEET	9.06			
		01/24/24	9973565790	01-12.B805	SEE SHEET	.88			
		01/25/24	9975701179	01-12.B512	SEE SHEET	163.98	5190.67	105508	
GRAYBAR	G000530	01/30/24	MULTIPLE	01-15.B113	ARC FLASH STUDY BALANCE	2800.90	2800.90	064673	
AARON GUTIERREZ	G000610	01/30/24	REIMBURSE	01-12.B117	AG OUTERWEAR	62.23			
		01/30/24	REIMBURSE2	01-12.B117	AG SAFETY GLASSES	137.80			
		02/05/24	REIMBURSE3	01-12.B117	REPLCMNT SAFETY GLASSES	125.20	325.23	105546	
JESSICA GWOZDZ	G000630	02/06/24	REIMBURSE	01-11.B113	NSC SAFETY CONF/EXPO	335.00	335.00	105509	
HML, INC.	H000035	02/05/24	105985	01-13.B123	BIOSOLIDS PATHOGEN TEST	1025.00	1025.00	064674	
ALAN HARTIGAN	H000144	01/11/24	REIMBURSE	01-14.B117	AH BOOTS	133.22	133.22	105510	
HOME DEPOT	H000400	01/17/24	0011342	01-12.B116	SEE SHEET	34.38			
		02/06/24	0620033	01-12.B506	SEE SHEET	212.77			
		01/26/24	1011746	01-13.B115	SEE SHEET	60.87			
		01/16/24	1082149	01-12.B116	SEE SHEET	9.94			
		01/08/24	191600097040	01-12.B117	SEE SHEET	169.00			
		01/12/24	191600097064	01-12.B117	SEE SHEET	169.00			
		01/25/24	191600097131	01-12.B805	SEE SHEET	295.14			
		01/05/24	2510133	01-12.B506	SEE SHEET	84.94			
		01/25/24	2620310	01-14.B116	SEE SHEET	25.94			
		01/23/24	4011535	01-12.B812	SEE SHEET	37.97			
		02/02/24	4022585	01-13.B115	SEE SHEET	78.13			
		02/01/24	5024005	01-12.B506	SEE SHEET	79.37			
		01/22/24	5042275	01-12.B113	SEE SHEET	8.78			
		01/22/24	5052617	01-12.B512	SEE SHEET	49.07			
		01/12/24	5194862	01-12.B117	SEE SHEET	169.00-			
		01/12/24	5363723	01-12.B812	SEE SHEET	73.96			
		01/11/24	6041746	01-12.B116	SEE SHEET	77.82			
		01/30/24	7011873	01-12.B512	SEE SHEET	35.94			
		01/09/24	8011009	01-13.B115	SEE SHEET	81.31			
		01/19/24	8011462	01-14.B116	SEE SHEET	32.47			
		01/19/24	8511708	01-13.B115	SEE SHEET	64.78			
		01/08/24	9041467	01-12.B117	SEE SHEET	169.00			
		01/08/24	9204860	01-12.B117	SEE SHEET	169.00-			
		12/29/23	9972429	01-12.B512	SEE SHEET	301.31	1813.89	064675	
IMPACT NETWORKING, LLC	I000400	01/19/24	3145159	01-11.B115	COPIER SERVICE	89.00	89.00	105511	
INFOSEND, INC.	I000415	01/19/24	255110	01-11.B121	MAILING SERVICE	663.90			
		01/31/24	255888	01-11.B121	MAILING SERVICE	4302.62	4966.52	105512	
ISTHA	I000470	01/18/24	G12900006549	01-11.C225	ADMIN TOLLS	8.95			
		01/18/24	G12900006549	01-12.C225	PLANT TOLLS	191.55			
		01/18/24	G12900006549	01-13.C225	LAB TOLLS	13.20			



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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
		01/18/24	G12900006549	01-14.C225	SS TOLLS	42.90	256.60	064701
IWEA	I000900	01/22/24	E5758	01-12.B117	IWPC CONFERENCE	700.00		
		01/22/24	E5758	01-13.B117	IWPC CONFERENCE	350.00	1050.00	064676
John Crane Inc.	J000120	01/16/24	24A056879	01-12.B505	EXC FLOW RAW SEW 8 PART	191.06	191.06	064677
JOHNSTONE SUPPLY	J000140	01/17/24	S10154106400	01-12.B809	BLT PRESS HEATER PART	72.02	72.02	105513
JULIE, INC.	J000250	01/08/24	20240436	01-14.B127	LOCATE SERVICES	4005.36	4005.36	064702
KANSAS CITY LIFE INSURANCE CO	K000045	02/06/24	1607081	01-17.E455	LIFE INSURANCE	391.87	391.87	105514
KOMLINE-SANDERSON	K000230	01/31/24	42059010	01-12.B509	BELT FLTR PRESS PMP/SWTCH	1834.00	1834.00	105515
LAI, LTD	L000012	01/31/24	011331	01-12.B502	HYPOCHLORITE HOSE	4054.55	4054.55	105516
LIFELINK EMS	L000240	01/30/24	13024	01-11.B113	AED PAD CARTRIDGE/COVER	100.00	100.00	105547
MCMMASTER-CARR SUPPLY COMPANY	M000360	01/11/24	20252895	01-12.B510	HEAT EXCHANGER 1 PART	29.06		
		01/19/24	20687459	01-12.B510	HEAT EXCHANGER 1 PART	233.20		
		01/22/24	20773031	01-15.B113	EXHAUST PIPE HOSE	165.32		
		01/24/24	20918466	01-15.B113	EXHAUST PIPE HOSE	200.52		
		01/25/24	21011214	01-12.B805	BAR SCREEN LIGHTING	46.92		
		01/26/24	21055511	01-15.B113	CREDIT	165.32-	509.70	105517
MENARDS - BOLINGBROOK	M000430	02/02/24	86036	01-12.B512	MAINT REPAIR SUPPLIES	212.37	212.37	064678
MOTION INDUSTRIES, INC.	M000750	01/17/24	IL1000776615	01-12.B506	PRIME CROSS COLLECT 9 MTR	497.50	497.50	105518
NALCO WATER PRETREATMENT	N000030	01/29/24	6660240520	01-13.B116	DI WATER SUPPLIES	263.12		
		01/25/24	6670576654	01-13.B114	DEIONIZER SYSTEM RENTAL	35.44		
		01/25/24	6670576655	01-13.B114	DEIONIZER SYS RENT BLDG M	160.38	458.94	105519
NAPA AUTO PARTS	N000040	01/18/24	4343872346	01-12.B116	WINDSHIELD WASHER FLUID	13.20		
		02/06/24	4343875153	01-14.B115	BATTERY	397.88	411.08	064679
NEUCO, INC.	N000260	01/17/24	7457630	01-12.B809	BLT PRESS HEATER MOTOR	224.44	224.44	105520
NICOR GAS	N000330	01/12/24	15876210004	01-12.B101	PLANT GAS	329.04		
		01/12/24	44976210003	01-12.B101	PLANT 2 GAS	313.60		
		01/12/24	51006900008	01-12.B101	CHEM FEED GAS	239.90		
		01/12/24	54976210002	01-11.B101	ADMIN CTR GAS	238.72		
		01/12/24	87801017812	01-12.B101	WALNUT HSE GAS	113.10	1234.36	064680
NISSAN ENERGY INC	N000350	02/02/24	375	01-12.B513	CHP 1 TENSION LEAD	764.00		
		02/02/24	376	01-12.B513	CHP 1&2 SPARK PLUGS	1234.00		
		01/31/24	377	01-12.B513	CHP 1 R2 MAINTENANCE	79467.95	81465.95	105521
NORTHERN ILLINOIS UNIVERSITY	N000557	01/17/24	CGS003336	01-11.B124	DECENNIAL COM FACILITATOR	9725.00	9725.00	064703
Northwest Electric Motor Co.	N000565	01/24/24	2401097	01-12.B502	HYPH BULK MIX VFD RPLC	540.84	540.84	064681
VILLAGE OF OAK BROOK	O000050	11/16/23	26525	01-11.B121	METER READINGS	956.34	956.34	064682
O'HARE TOWING SERVICE	O000270	01/15/24	2815281	01-11.C225	TOWING SERVICE	205.35	205.35	064683
PACKEY WEBB FORD	P000020	01/11/24	001501	01-12.C225	BIO TRUCK PART	45.27		
		01/24/24	C51721	01-14.C225	SS TRUCK OIL CHANGE	78.93	124.20	105522
PETTY CASH	P000350	02/05/24	CASH BOX	01-11.B116	OFFICE SUPPLIES	40.08		
		02/05/24	CASH BOX	01-11.B119	POSTAGE	7.74	47.82	064684
PHENOVA	P000360	11/15/23	199784	01-13.B114	LAB SUPPLIES	148.30		
		01/22/24	201333	01-13.B114	LAB SUPPLIES	527.90	676.20	105523
PORTABLE JOHN, INC	P000410	01/31/24	282168	01-12.B812	PORTABLE JOHN SERVICE	203.56	203.56	105524
PRINCIPAL LIFE INSURANCE CO	P000650	01/30/24	109309910001	01-17.E455	DENTAL INSURANCE	2553.55	2553.55	105525
RAPTOR TECH INC.	R000105	02/06/24	13149	01-12.B501	AUGER SPLINES FOR HUBS	637.00	637.00	105526
RED WING SHOE STORE	R000180	01/18/24	141159	01-13.B117	RB BOOTS	220.99	220.99	105527

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
RENTALMAX ADMINISTRATION	R000250	01/16/24	6298295	01-12.B116	FORKLIFT FUEL	33.69	33.69	064704
REX RADIATOR AND WELDING CO, INR000261		01/25/24	140404	01-12.B513	CHP 1 R2 INTERCOOL CLEAN	395.00	395.00	064705
Republic Services #551	R000264	01/15/24	055101584991	01-12.B102	RECYCLING	72.36		
		01/31/24	055101586357	01-12.B102	GRIT SCREEN DUMPSTER	866.15	938.51	064685
ROWELL CHEMICAL CORPORATION	R000400	01/30/24	1400784	01-12.B401	SODIUM HYPOCHLORITE	8150.25	8150.25	105528
SAFETY-KLEEN SYSTEMS, INC.	S000050	01/20/24	93512149	01-12.B116	PART WASHER SOLVENT	460.24	460.24	105529
CARLY SHAW	S000305	01/17/24	REIMBURSE	01-11.B117	SUPS LUNCH	96.26		
		01/30/24	REIMBURSE3	01-11.B117	FLOWERS FOR WALLY	106.27		
		02/01/24	REIMBURSE4	01-11.B116	HDMI CABLE	19.34	221.87	105530
SHERWIN-WILLIAMS CO.	S000320	01/30/24	52080	01-13.B115	LAB INTERIOR PAINTING	131.18		
		02/02/24	53567	01-13.B115	LAB TECH OFFICE PAINT	38.99		
		01/17/24	60907	01-13.B115	LAB INTERIOR PAINT	196.77		
		01/24/24	62226	01-12.B812	SAFETY PAINT	542.20		
		02/06/24	64867	01-13.B115	LAB INTERIOR PAINT	110.56	1019.70	105531
SOLENIS LLC	S000450	01/11/24	132528890	01-12.B402	TWAS POLYMER	3192.84	3192.84	105532
SOUTHLAND ELECTRICAL SUPPLY	S000493	01/17/24	3246796	01-12.B505	PUMP CIRCUIT BREAKER	950.45	950.45	105533
STAPLES INC.	S000640	01/02/24	3558966855	01-11.B116	LAMINATING POUCHES	43.99		
		01/02/24	3558966855	01-12.B116	INK CARTRIDGE	43.98		
		01/02/24	3558966856	01-12.B116	APPOINTMENT BOOKS	162.75		
		01/19/24	3558966858	01-11.B116	TONER CARTRIDGE	51.09		
		01/23/24	3558966859	01-11.B116	C-FOLD TOWELS/TRASH BAGS	191.49		
		01/26/24	3558966860	01-11.B116	NOTARY LOG COVERS	41.90	535.20	105534
STEVENSON CRANE SERVICE, INC.	S000720	01/31/24	283843	01-12.B510	DIG 4 COMPRESSOR PICK	795.00	795.00	105535
SUBURBAN DOOR CHECK & LOCK	S000850	01/11/24	IN566175	01-15.B821	CENTEX LS PADLOCKS	225.54	225.54	105536
TELCO BILL CENTER	T000155	02/05/24	3098	01-12.B112	ELEVATOR PHONES	39.99	39.99	105537
TERRACE SUPPLY COMPANY	T000250	01/31/24	0001055564	01-12.B116	CYLINDER RENTAL	47.12	47.12	105538
TRI-STATE HYDRAULICS, INC	T000570	01/26/24	504257	01-12.B501	AUGER MOTOR REPAIR/RPLC	5034.50		
		02/05/24	504280	01-12.B812	AUGER MOTOR REPAIR	595.00	5629.50	064686
USABLUEBOOK	U000150	01/24/24	00256264	01-13.B116	GLOVES	72.32		
		01/25/24	00256657	01-13.B116	GLOVES	180.81	253.13	064687
UNITED PARCEL SERVICE	U000300	01/13/24	00003Y009102	01-13.B116	SHIPPING SERVICE	143.01		
		02/03/24	00003Y009105	01-14.B116	SHIPPING SERVICE	41.62		
		12/23/23	0003Y0091513	01-14.B116	SHIPPING SERVICE	28.56	213.19	064688
UNO CONSTRUCTION CO., INC.	U000450	02/07/24	1418	01-14.B913	MANHOLE REPAIR	1346.09		
		02/06/24	JANUARY 2024	01-14.B910	BSSRAP PROGRAM	58784.62	60130.71	105539
VWR INTERNATIONAL INC.	V000030	01/22/24	8815070208	01-13.B114	LAB CHEMICALS	260.44		
		01/24/24	8815096448	01-13.B114	LAB CHEMICALS	572.23	832.67	064689
VERIZON WIRELESS	V000135	01/28/24	9955385435	01-12.B112	RAIN GAUGE	67.55		
		01/28/24	9955385435	01-15.B112	LS REMOTE COMS	270.37		
		02/01/24	9955574200	01-11.B112	ADMIN CELL SERVICE	215.10		
		02/01/24	9955574200	01-12.B112	PLANT CELL SERVICE	870.08		
		02/01/24	9955574200	01-13.B112	LAB CELL SERVICE	155.70		
		02/01/24	9955574200	01-14.B112	SS CELL SERVICE	502.41		
		02/01/24	9955574201	01-12.B112	PLANT TABLETS	165.45		
		02/01/24	9955574201	01-14.B112	SS TABLETS	30.06		
		02/01/24	9955574201	01-15.B112	LS TABLETS	36.01	2312.73	064690

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
WAGNER COMMUNICATIONS, INC	W000070	02/01/24	000031681101	01-11.B112	ANSWERING SERVICE	584.21	584.21	105540
WESTFAX	W000350	02/01/24	1444428	01-11.B112	FAXING SERVICE	8.99	8.99	105541
WEST SIDE TRACTOR SALES CO.	W000380	01/17/24	N48018	01-12.B501	SKID STEER REPAIR	673.03	673.03	064691
VILLAGE OF WESTMONT	W000450	01/31/24	1131	01-11.B121	METER READING	370.01	370.01	064692
						=====	=====	
					Total Payments:	325480.82	325480.82	
					ACH Payments Total:	258609.73	.00	
					Check Payments Total:	66871.09	325480.82	

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
CHASE	B000050	01/17/24	SUPVPR011524	01-00.2000	FEDERAL TAX WITHHELD	3174.77			
		01/17/24	SUPVPR011524	01-00.2002	EMPL SOC SEC TAX	2459.32			
		01/17/24	SUPVPR011524	01-17.E461	EMPLR SOC SEC TAX	2459.31	8093.40	105468	
CHASE	B000050	01/26/24	EMPLPR012024	01-00.2000	FEDERAL TAX WITHHELD	9907.02			
		01/26/24	EMPLPR012024	01-00.2002	EMPL SOC SEC TAX	7137.32			
		01/26/24	EMPLPR012024	01-17.E461	EMPLR SOC SEC TAX	7137.27	24181.61	105473	
CHASE	B000050	02/03/24	SUPVPR013124	01-00.2000	FEDERAL TAX WITHHELD	3481.11			
		02/03/24	SUPVPR013124	01-00.2002	EMPL SOC SEC WITHHELD	2806.19			
		02/03/24	SUPVPR013124	01-17.E461	EMPLR SOC SEC WITHHELD	2806.16	9093.46	105483	
CHASE	B000050	02/12/24	EMPLPR020324	01-00.2000	FEDERAL TAX WITHHELD	10940.28			
		02/12/24	EMPLPR020324	01-00.2002	EMPL SOC SEC TAX	7583.76			
		02/12/24	EMPLPR020324	01-17.E461	EMPL SOC SEC TAX	7583.74	26107.78	105492	
Barnes & Thornburg LLP	B000068	01/19/24	3182178	01-11.B124	LEGAL SERVICES	2045.25	2045.25	105489	
D.G. SANIT DIST #XXXXXXXXX1117	D000400	02/13/24	REIMBURSE	01-00.1001	PAYROLL REIMBURSE	168753.59	168753.59	105490	
D.G. SANIT DIST #XXXXXXXXX1114	D000420	01/24/24	REFUNDS	01-05.3001	REFUNDS	2660.77	2660.77	105487	
D.G. SANIT DIST #XXXXXXXXX1112	D000440	02/07/24	REIMBURSE	01-11.B120	EMBROIDERY	32.00			
		02/07/24	REIMBURSE	01-12.B116	MSB SUPPLIES	79.30			
		02/07/24	REIMBURSE	01-12.C225	NW TOLLS	17.20			
		02/07/24	REIMBURSE	01-14.B910	RODDING REFUND	801.80	930.30	105488	
VILLAGE OF DOWNERS GROVE	D000480	01/22/24	194	01-12.B104	UNDER/ABOVE GRND STORAGE	215.00	215.00	064651	
DUPAGE CREDIT UNION	D000650	01/17/24	SUPVPR011524	01-00.2013	EMPL AUTHORIZED W/HOLDING	515.00	515.00	105467	
DUPAGE CREDIT UNION	D000650	01/26/24	EMPLPR012024	01-00.2013	EMPL AUTHORIZED W/HOLDING	2182.00	2182.00	105471	
DUPAGE CREDIT UNION	D000650	02/02/24	SUPVPR013124	01-00.2013	EMPL AUTHORIZED W/HOLDING	515.00	515.00	105482	
DUPAGE CREDIT UNION	D000650	02/12/24	EMPLPR020324	01-00.2013	EMPL AUTHORIZED W/HOLDING	2182.00	2182.00	105491	
HEALTH CARE SERVICE CORP.	H000190	01/29/24	165585	01-17.E455	HEALTH INSURANCE	46293.25	46293.25	105480	
ILLINOIS DEPARTMENT OF REVENUE	I000240	01/17/24	SUPVPR011524	01-00.2001	STATE TAX WITHHELD	1490.64	1490.64	105469	
ILLINOIS DEPARTMENT OF REVENUE	I000240	01/26/24	EMPLPR012024	01-00.2001	STATE TAX WITHHELD	4373.93	4373.93	105474	
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/03/24	SUPVPR013124	01-00.2001	STATE TAX WITHHELD	1715.46	1715.46	105484	
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/12/24	EMPLPR020324	01-00.2001	STATE TAX WITHHELD	4657.82	4657.82	105493	
ILLINOIS MUNICIPAL	I000300	02/08/24	PENSION	01-00.2003	EMPL PENSION DEPOSIT	11001.69			
		02/08/24	PENSION	01-00.2014	EMPL VOL PENSION DEPOSIT	11480.36			
		02/08/24	PENSION	01-17.E460	EMPLR VOL PENSION DEPOSIT	13788.78	36270.83	105481	
GREG IMES	I000402	02/01/24	REFUND	01-05.3001	BILLING REFUND	531.05	531.05	064653	
MIDAMERICA ADMIN HRA ACCOUNT	M000557	01/26/24	HRA FUNDING	01-17.E455	HRA FUNDING	600.00	600.00	105479	
ROWELL CHEMICAL CORPORATION	R000400	01/26/24	1397453	01-12.B401	SODIUM HYPOCHLORITE	8052.30	8052.30	105477	
SMARTSIGN	S000432	01/22/24	SMT673845	01-11.B113	FALL PROTECTION SIGN	97.90	97.90	064650	
TRAINING FORCE USA	T000411	01/26/24	8754661809	01-11.B117	CS TRAINING SEMINAR	202.00	202.00	064652	
TRANSAMERICA RETIREMENT	T000415	01/17/24	SUPVPR011524	01-00.2026	DEF COMP IPPFA	125.00			
		01/17/24	SUPVPR011524	01-00.2027	DEF COMP ROTH IPPFA	40.00	165.00	105470	
TRANSAMERICA RETIREMENT	T000415	01/26/24	EMPLPR012024	01-00.2026	DEF COMP IPPFA	471.67			
		01/26/24	EMPLPR012024	01-00.2027	DEF COMP ROTH IPPFA	418.64			
		01/26/24	EMPLPR012024	01-00.2028	DEF COMP LOAN REPAY IPPFA	224.21	1114.52	105475	
TRANSAMERICA RETIREMENT	T000415	02/03/24	SUPVPR013124	01-00.2027	DEF COMP ROTH IPPFA	40.00	40.00	105485	
TRANSAMERICA RETIREMENT	T000415	02/12/24	EMPLPR020324	01-00.2026	DEF COMP IPPFA	742.82			
		02/12/24	EMPLPR020324	01-00.2027	DEF COMP ROTH IPPFA	418.64			
		02/12/24	EMPLPR020324	01-00.2028	DEF COMP LOAN REPAY IPPFA	224.21	1385.67	105494	

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
U.S. POSTAL SERVICE	U000130	02/01/24	REFILL	01-11.B119	POSTAGE METER REFILL	1000.00	1000.00	105486
WASTE MANAGEMENT SERVICES, INC.	W000170	02/01/24	002148020098	01-12.B102	RECYCLING/GARBAGE	604.88	604.88	064654
ZAZZO'S PIZZA & BAR	Z000055	01/17/24	FF DINNER	01-11.B117	FF RETIRE DINNER	808.22	808.22	064649
						=====	=====	
Total Payments:						356878.63	356878.63	
ACH Payments Total:						354419.58	.00	
Check Payments Total:						2459.05	356878.63	

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
BAXTER & WOODMAN, INC.	B000120	01/23/24	0254592	02-47.0504	CENTEX PS REPLACEMENT	1620.00			
		01/23/24	0254598	02-48.0502	VENARD FM REPLACEMENT	2886.25	4506.25	105542	
						=====	=====		
					Total Payments:	4506.25	4506.25		
					ACH Payments Total:	4506.25	.00		
					Check Payments Total:	.00	4506.25		

===== VENDOR =====		===== INVOICE =====							
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
BAXTER & WOODMAN, INC.	B000120	01/23/24	0254602	03-20.0502	CGD SYSTEM DESIGN	8313.75			
		01/23/24	0254604	03-21.0501	BIOSOLIDS STUDY	9531.25	17845.00	105543	
						=====	=====		
					Total Payments:	17845.00	17845.00		
					ACH Payments Total:	17845.00	.00		
					Check Payments Total:	.00	17845.00		

DATE \_\_\_\_\_

REVIEWED \_\_\_\_\_

TRUSTEE APPROVAL \_\_\_\_\_

PRESIDENT

CLERK

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-00.1000	CASH		682359.45-
01-00.1001	CASH - PAYROLL ACCOUNT	168753.59	
01-00.2000	FEDERAL TAX WITHHELD	27503.18	
01-00.2001	STATE TAX WITHHELD	12237.85	
01-00.2002	SOCIAL SECURITY WITHHELD	19986.59	
01-00.2003	IMRF WITHHELD	11001.69	
01-00.2013	CREDIT UNION WITHHELD	5394.00	
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION	11480.36	
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA	1339.49	
01-00.2027	DEFERRED COMPENSATION WITHHELD - IPPFA ROTH	917.28	
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD	448.42	
01-05.3001	USER RECEIPTS	3191.82	
01-11.B101	NATURAL GAS	238.72	
01-11.B110	BANK CHARGES	33.40	
01-11.B112	COMMUNICATION	2337.38	
01-11.B113	EMERGENCY/SAFETY EQUIPMENT	2549.34	
01-11.B115	EQUIPMENT/EQUIPMENT REPAIR	14391.88	
01-11.B116	SUPPLIES	1163.49	
01-11.B117	EMPLOYEE/DUTY COSTS	1212.75	
01-11.B119	POSTAGE	1007.74	
01-11.B120	PRINTING/PHOTOGRAPHY	32.00	
01-11.B121	USER BILLING MATERIALS	6783.99	
01-11.B124	CONTRACT SERVICES	20805.89	
01-11.C225	OPERATION/REPAIR	190.54	
01-12.B100	ELECTRICITY	227.91	
01-12.B101	NATURAL GAS	995.64	
01-12.B102	WATER, GARBAGE AND OTHER UTILITIES	1543.39	
01-12.B104	FUEL - GENERATORS	215.00	
01-12.B112	COMMUNICATION	1969.36	
01-12.B113	EMERGENCY/SAFETY EQUIPMENT	129.50	
01-12.B116	SUPPLIES	1633.21	
01-12.B117	EMPLOYEE/DUTY COSTS	2099.88	
01-12.B401	CHEMICALS - DISINFECTION	16202.55	
01-12.B402	CHEMICALS - SLUDGE DEWATERING	3192.84	
01-12.B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOSAL	8644.84	
01-12.B502	EQPT/EQPT REPAIR - DISINFECTION	4595.39	
01-12.B503	EQPT/EQPT REPAIR - EXCESS FLOW	789.16	
01-12.B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	1141.51	
01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	874.58	
01-12.B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING	1834.00	
01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	1122.38	
01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	1105.15	
01-12.B513	EQPT/EQPT REPAIR - WWTC UTILITIES	108150.02	
01-12.B805	BLDG AND GROUNDS - INFLUENT PUMPING	4356.09	
01-12.B809	BLDG AND GROUNDS - SLUDGE DEWATERING	296.46	
01-12.B812	BLDG AND GROUNDS - WWTC GENERAL	1999.93	



G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-12.C225	OPERATION/REPAIR	707.13	
01-13.B112	COMMUNICATION	302.03	
01-13.B114	CHEMICALS	1704.69	
01-13.B115	EQUIPMENT/EQUIPMENT REPAIR	4821.35	
01-13.B116	SUPPLIES	1267.75	
01-13.B117	EMPLOYEE/DUTY COSTS	570.99	
01-13.B123	OUTSIDE LAB SERVICES	1753.40	
01-13.B124	CONTRACT SERVICES	2365.00	
01-13.C225	OPERATION/REPAIR	13.20	
01-14.B112	COMMUNICATION	955.56	
01-14.B113	EMERGENCY/SAFETY EQUIPMENT	680.88	
01-14.B115	EQUIPMENT/EQUIPMENT REPAIR	2474.71	
01-14.B116	SUPPLIES	128.59	
01-14.B117	EMPLOYEE/DUTY COSTS	764.99	
01-14.B127	JULIE SYSTEM	4005.36	
01-14.B901	SEWER SYSTEM REPAIRS - I/I PROGRAM	575.00	
01-14.B902	SEWER SYSTEM REPAIRS - REPLACEMENT	1333.71	
01-14.B903	SEWER SYSTEM REPAIRS - REHABILITATION	520.00	
01-14.B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	60155.36	
01-14.B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/REH	3184.59	
01-14.C225	OPERATION/REPAIR	169.13	
01-15.B100	ELECTRICITY	15410.61	
01-15.B104	FUEL - GENERATORS	3056.93	
01-15.B112	COMMUNICATION	306.38	
01-15.B113	EMERGENCY/SAFETY EQUIPMENT	3001.42	
01-15.B124	CONTRACT SERVICES	1413.50	
01-15.B520	EQPT/EQPT REPAIR - BUTTERFIELD	1147.31	
01-15.B522	EQPT/EQPT REPAIR - COLLEGE	1275.04	
01-15.B524	EQPT/EQPT REPAIR - HOBSON	2407.02	
01-15.B526	EQPT/EQPT REPAIR - NORTHWEST	1165.13	
01-15.B527	EQPT/EQPT REPAIR - VENARD	1275.04	
01-15.B528	EQPT/EQPT REPAIR - WROBLE	1275.04	
01-15.B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL	1783.71	
01-15.B821	BLDG AND GROUNDS - CENTEX	225.54	
01-17.E455	EMPLOYEE GROUP HEALTH	50267.92	
01-17.E460	IMRF	13788.78	
01-17.E461	SOCIAL SECURITY	19986.48	
02-00.1000	CASH		4506.25-
02-47.0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUPRVISN	1620.00	
02-48.0502	DESIGN ENGINEERING/ARCHITECTURAL	2886.25	
03-00.1000	CASH		17845.00-
03-20.0502	DESIGN ENGINEERING/ARCHITECTURAL	8313.75	
03-21.0501	REPORT ENGINEERING/ARCHITECTURAL	9531.25	
		=====	
		704710.70	704710.70-

Vendor	Invoice Date	Amount	Coding	Coding Description	Purchase Location	Emp.	Procurement	Project Name (If applicable)	Item Description
Grainger	01/29/24	\$37.00	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC	Shipping Waved (\$25)	Maintenance repair supplies	Shear pin stock (6'), coin batteries (2)
Grainger	01/29/24	\$84.00	01-12.B503	EQPT/EQPT REPAIR - EXCESS FLOW	Delivered	RF		Excess Flow traveling bridge 2 (North)	5 pin cordset (Female) (2)
Grainger	01/29/24	\$162.45	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC	Shipping Waved (\$149)	Maintenance repair supplies	Shear pin stock (8')
Grainger	01/29/24	\$118.55	01-12.B116	WWTC SUPPLIES	Delivered	ST			Vehicle Detergent
Grainger	01/29/24	\$78.75	01-12.B805	BLDG & GROUNDS - INFLUENT PUMPING	Delivered	MM			Pipe markers
Grainger	01/30/24	\$37.24	01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	In-Store	MR		Dig. 4 Mixing sys. Pearth	Control relay (2)
Grainger	01/16/24	\$114.48	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	MR		MSB Interior lighting	48" T8 buld (36)
Grainger	01/31/24	-\$149.00	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC	\$149 Credit	Maintenance repair supplies	Shear pin stock (8')
Grainger	01/31/24	-\$25.00	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC	\$25 Credit	Maintenance repair supplies	Shear pin stock (6'), coin batteries (2)
Grainger	01/31/24	\$23.25	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance repair supplies	Cable tie 100pk (1)
Grainger	02/02/24	\$14.28	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	Delivered	AG		Ops. Center Roof vent fans	V-Belt (2)
Grainger	01/11/24	\$16.71	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance repair supplies	Gasket 150psi (50)
Grainger	01/16/24	\$17.45	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	RF		WWTC Main Gate Repair	Reflector 3"
Grainger	01/17/24	\$114.48	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	Delivered	MR		Plant Lights	Linear Fluor Bulb
Grainger	01/17/24	\$72.12	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	CP		Maintenance repair supplies	Wire cup 4", wire cup arbor
Grainger	01/17/24	\$38.57	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance repair supplies	Grd.-5, 5/8" hardware
Grainger	01/19/24	\$57.72	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	MM			Winter work gloves XL
Grainger	01/19/24	\$423.50	01-13.B116	LAB SUPPLIES	Delivered	RB			Qualitative Filter Paper
Grainger	01/21/24	\$3,559.64	01-12.B805	BLDG & GROUNDS - INFLUENT PUMPING	Delivered	RF		Bar Screen Lower levels lighting	Explosion proof light fixture(11), Mount Hood (1)
Grainger	01/24/24	\$220.56	01-12.B805	BLDG & GROUNDS - INFLUENT PUMPING	Delivered	MR		Bar Screen Lower levels lighting	LED light bulb (12)
Grainger	01/24/24	\$9.06	01-12.B805	BLDG & GROUNDS - INFLUENT PUMPING	Delivered	MM			Pipe markers/Coin Battery
Grainger	01/24/24	\$0.88	01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	Delivered	MM			Pipe Marker
Grainger	01/25/24	\$163.98	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	AC		Maintenance repair supplies	Misc. hardware & plumbing supplies
Home Depot	01/17/24	34.38	01-12.B116	WWTC SUPPLIES	In-Store	CP		supplies	contact cleaner, graphite powder lubricant
Home Depot	02/06/24	\$212.77	01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	In-Store	AC		Primary Sludge Pump 2 Install	Concrete paddle mixer, mixer attachment, trowel
Home Depot	01/26/24	\$60.87	01-13.B115	LAB EQUIPMENT/EQUIPMENT REPAIR	In-Store	CP		Lab interior Painting	Drywall mounting hardware, vinyl sheet (window sill)
Home Depot	01/16/24	\$9.94	01-12.B116	WWTC SUPPLIES	In-Store	AC		supplies	long reach lighter (2)
Home Depot	01/08/24	\$169.00	01-11.B117	EMPLOYEE/DUTY COSTS	In-Store	MR		Employee outerwear	M12 size L Jacket
Home Depot	01/11/24	\$169.00	01-11.B117	EMPLOYEE/DUTY COSTS	Delivered	MR		Employee outerwear	M12 size M Jacket
Home Depot	01/29/24	\$295.14	01-12.B805	BLDG & GROUNDS - INFLUENT PUMPING	In-Store	RF		Bar Screen Lower levels lighting	300watt LED Bulb 12pk. (2)
Home Depot	01/05/24	\$84.94	01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	In-Store	AC		Primary Sludge Pump 2 Rplc.	SDS Bit Demolition (2)
Home Depot	01/24/24	\$25.94	01-14.B116	SEWER SYSTEM SUPPLIES	Delivered	AH		Tools	TV Truck Tools
Home Depot	01/23/24	\$37.97	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	CP		MSB Locker room	Hook(6), mounting hardware
Home Depot	02/02/24	\$78.13	01-13.B115	LAB EQUIPMENT/EQUIPMENT REPAIR	In-Store	CP		Lab bath vent fan	4-Way Light switch, exhaust fan motor, electrical tape
Home Depot	02/01/24	\$79.37	01-12.B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	In-Store	AG		Primary Sludge Pump 2 Rplc.	Plywood, Rebar, Deck screws
Home Depot	01/22/24	\$8.78	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	In-Store	RF		Microstrainer interior fence gate	Padlock
Home Depot	01/22/24	\$49.07	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	CP		Pressure washer parts	3/8" fittings / quick-connects
Home Depot	01/08/24	-\$169.00	01-11.B117	EMPLOYEE/DUTY COSTS	In-Store	MR	*Credit	Employee outerwear	M12 size L Jacket
Home Depot	01/12/24	\$73.96	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	MR		MSB - supplies B&G	Shower head (2)
Home Depot	01/11/24	\$77.82	01-12.B116	WWTC SUPPLIES	In-Store	ST			Snow Shovels
Home Depot	01/30/24	\$35.94	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	AC		Maintenance repair supplies	1/2"x50' rope (3)
Home Depot	01/09/24	\$81.31	01-13.B115	LAB EQUIPMENT/EQUIPMENT REPAIR	In-Store	CP		Lab interior Painting	Supplies, rollers, brushes, paint trays (2)
Home Depot	01/19/24	\$32.47	01-14.B-116	SEWER SYSTEM SUPPLIES	in-Store	AL			Laundry Detergent
Home Depot	01/19/24	\$64.78	01-13.B115	LAB EQUIPMENT/EQUIPMENT REPAIR	In-Store	CP		Lab interior Painting	Painting Supplies, Caulk, trim hardware
Home Depot	01/12/24	\$169.00	01-11.B117	EMPLOYEE/DUTY COSTS	Delivered	MR		Employee outerwear	M12 size S Jacket
Home Depot	01/12/24	-\$169.00	01-11.B117	EMPLOYEE/DUTY COSTS	Delivered	MR	*Credit	Employee outerwear	M12 size M Jacket
Home Depot	01/07/24	\$301.31	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	MR		MSB Lunchroom hot water	Instant hot water dispenser tank

Date: 02.07.24  
Due Date: 02.13.24  
Invoice #: Reimburse

Petty Cash Checking Reimbursement

D-440

Date	Purchased From	Description	Code	Amount	Ck No.
01.22.24	Costco	MSB Supplies	12B116	79.30	3893
01.26.24	Holy Cow	Embroidery	11B120	16.00	3894
01.26.24	IL Tollway	NW Tolls	12C225	17.20	3895
01.29.24	Holy Cow	Embroidery	11B120	16.00	3896
02.02.24	Jennifer Hand	Refund Replacement Check	14B910	400.00	3897
02.02.24	John & Kathleen Cantlon	Refund Replacement Check	14B910	400.00	3898
02.02.24	Sandra Krohnert	Rodding Fee Overpayment	14B910	1.80	3900

Total Receipts/Reimbursement 930.30

Expense by code

11B120	32.00
12C225	17.20
14B910	801.80
12B116	79.30
<b>TOTAL</b>	<b>930.30</b>



DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Amy R. Underwood  
General Manager

FROM: Carly Shaw  
Administrative Supervisor

DATE: February 8, 2024

RE: Resolution of Appreciation

Attached is a Resolution of Appreciation for Wallace D. Van Buren for his years of dedicated service to the District. We will present the original framed Resolution to his spouse at a later time with a copy remaining on file at the District. This item should be placed on the agenda for the February 13 Board meeting.

Attachment

C: AES, JMW, KJR, RTJ, MJS, DM

RESOLUTION OF APPRECIATION

WHEREAS, WALLACE D. VAN BUREN served the residents of the DOWNERS GROVE SANITARY DISTRICT on the Board of Local Improvements from 1990-1997 and on the Board of Trustees since 1992 and as President of the Board from 2013 until his passing in 2024; and

WHEREAS, the exemplary leadership and guidance of WALLACE D. VAN BUREN as President of the BOARD OF TRUSTEES has resulted in the orderly and efficient provision of sanitary sewer service and wastewater treatment in the District; and

WHEREAS, WALLACE D. VAN BUREN exhibited a keen interest and dedication to public service acting as a steward of the public funds and providing a comprehensive and careful review and attention to all matters brought before the Board of Trustees for consideration; and

WHEREAS, the outstanding professional expertise, judgment and foresight exhibited by WALLACE D. VAN BUREN helped create customer assistance programs to help protect them in the event of flooding and has played a vital role in the success and continuation of these programs; and

WHEREAS, WALLACE D. VAN BUREN exhibited a genuine and personal interest in the employees and viewed them as the District's greatest asset; and

WHEREAS, WALLACE D. VAN BUREN represented the interests of the DISTRICT through his service to the Illinois Association of Wastewater Agencies (IAWA), including on the Legislative Subcommittee and as Chair of the Facilities Planning Area Subcommittee, and the interests of wastewater agencies as the IAWA Commissioner to the Northeastern Illinois Planning Commission, serving as Vice President of Water Resources on its Executive Committee, and subsequently as the IAWA representative on the Chicago Metropolitan Agency for Planning Wastewater Committee; and

WHEREAS, WALLACE D. VAN BUREN was recognized for his outstanding contributions to the water environment benefiting the people of the State of Illinois as the recipient of the Illinois Award from IAWA in 2007 and was recognized for his service to the community, the public and IAWA as well as his outstanding achievements in protecting the water environment as the recipient of the Public Officials Award from IAWA in 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT, that WALLACE D. VAN BUREN be, and he is hereby commended for his loyal, dedicated, and exemplary service to the DOWNERS GROVE SANITARY DISTRICT and to the residents thereof; and

BE IT FURTHER RESOLVED that a copy of this Resolution be spread upon the records of the DOWNERS GROVE SANITARY DISTRICT and an embossed copy thereof be delivered by the Clerk of this District to the wife of said WALLACE D. VAN BUREN.

PASSED AND APPROVED by the Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT, this 13th day of February 2024, in honor of the outstanding service by WALLACE D. VAN BUREN to the District.

DOWNERS GROVE SANITARY DISTRICT

BY: \_\_\_\_\_  
Acting President

ATTEST: \_\_\_\_\_  
Clerk

**Board of Trustees**  
Wallace D. Van Buren  
*President*  
Amy E. Sejnost  
*Vice President*  
Jeremy M. Wang  
*Clerk*



**General Manager**  
Amy R. Underwood, P.E.

**Legal Counsel**  
Daniel McCormick, PC

2710 Curtiss Street  
P.O. Box 1412  
Downers Grove, IL 60515-0703  
Phone: 630-969-0664  
Fax: 630-969-0827  
www.dgsd.org

*Providing a Better Environment for South Central DuPage County*

## MEMORANDUM

To: Board of Trustees

From: Amy R. Underwood, General Manager

Date: February 9, 2024

Subject: Change Order No. 1 – 2023 Trunk Sewer Rehabilitation: Curtiss Street

The pre-lining televising of the Curtiss Street trunk sewer indicates that the manholes are in good condition. As this project came in over the budgeted amount and the condition of the manholes does not necessitate rehabilitation at this time, District staff recommends removing rehabilitation of the manholes from the project.

At the February 13 Board meeting, I will be requesting approval from the Board for Change Order No. 1 to the 2023 Trunk Sewer Rehabilitation: Curtiss Street agreement with Visu-Sewer of Illinois, LLC. for a net decrease in the contract price of \$94,100.00 and for the General Manager to sign same.

C: BOLI, CS, DM

## CHANGE ORDER FORM

<b>PROJECT:</b> <u>2023 Curtiss Street Sanitary Rehabilitation</u>	<b>DATE OF ISSUANCE:</b> <u>January 23, 2024</u>
<b>OWNER:</b> <u>Downers Grove Sanitary District</u>	<b>ENGINEER:</b> <u>Baxter &amp; Woodman, Inc.</u>
<b>CONTRACTOR:</b> <u>Visu-Sewer of Illinois, LLC</u>	<b>ENGINEER's Project No.</b> <u>0211126.60</u>

You are directed to make the following changes in the Contract Documents:

**Description:** Removal of Manhole Rehabilitation from Project

**Purpose of Change Order:** The purpose of this Change Order is to remove the manhole rehabilitation work from the scope of the project. This will remove Pay Item 1.9 – INTERIOR MANHOLE REHABILITATION, and deduct \$94,100 from the total contract value.

**Attachments:** None

**CHANGE IN CONTRACT PRICE:**

Original Contract Price: \$1,886,180.00

Previous Change Orders:  
No. - to No. - \$0.00

Current Contract Price: \$1,886,180.00

Net decrease of this Change Order: \$94,100.00

Contract Price with this Change Order: \$1,792,080.00

**CHANGE IN CONTRACT TIME:**

Original Contract Time:  
Substantial Completion: June 1, 2024  
Completion: July 1, 2024

Change from previous Change Orders:  
N/A

Current Contract Time:  
Substantial Completion: June 1, 2024  
Completion: July 1, 2024

Net increase/decrease of this Change Order:  
0 days

Contract Time with this Change Order:  
Substantial Completion: June 1, 2024  
Completion: July 1, 2024



**NOTE: USE ANYTIME THE CHANGE ORDER EXCEEDS \$10,000 ± OR 30 DAYS EXTENSION.**

Pursuant to 720 ILCS 5/33E-9, (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, (2) the change is germane to the original contract as signed, and (3) the change order is in the best interest of the Downers Grove Sanitary District, Illinois.

**PREPARED BY:**

BAXTER & WOODMAN, INC.

**APPROVED:**

Downers Grove Sanitary District

**ACCEPTED:**

Visu-Sewer of Illinois, LLC

By



Reggie Jansen, P.E.  
Construction Project Manager

By

Amy R. Underwood, P.E.  
General Manager

By



David Alexander  
Project Manager

**RECOMMENDED BY:**

By



Derek Wold, P.E.  
Client Manager

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Amy R. Underwood, P.E.  
General Manager

DATE: February 13, 2024

RE: Employee Policy Manual Revision -Vacations and Nonexempt Hourly Employees

Proposed modifications to Section 2.3 and 3.11 of the Employee Policy Manual are shown in the attached marked up document. The reasons for these recommended changes are provided below.

1. The amount of vacation leave for part-time staff is recommended to be based on the percentage of hours worked compared to full-time staff. That percentage should be applied to the amount of leave they will receive in comparison to full-time staff. This was brought up by staff and discussed with our labor attorney at Seyfarth Shaw who recommended that we do make this change. We now include a schedule of eligibility based weekly hours worked of 24 hours and 28 hours based on staff's current arrangements.
2. We have removed overtime for part time staff. Illinois law only requires overtime rate be paid on hours worked over 40 hours. Staff can use discretion when part-time staff will be paid overtime rather than it being mandated by policy.

I will be requesting Board approval of the attached proposed changes to Section 2.3 and 3.11 of the Employee Policy Manual at the Board's regular meeting on February 13, 2024.

Enclosure

cc: KJR, RTJ, MJS, DM

**Level of Eligibility -  
Continuous Years of Service  
as of January 1\***

**Vacation Days Earned Per Year**

90 days but less than 12 months	accrual of 1 hour for every 40 hours worked (maximum 40 vacation hours for the calendar year)
12 months but less than 3 years	80 hours vacation of which 40 hours should be taken in one workweek
3 years but less than 5 years	104 hours vacation of which 40 hours should be taken in one workweek
5 years but less than 7 years	120 hours vacation of which 80 hours should be taken in two workweeks
7 years but less than 10 years	144 hours vacation of which 80 hours should be taken in two workweeks
10 years but less than 15 years	176 hours vacation of which 120 hours should be taken in three workweeks
15 years of service or more	200 hours vacation of which 120 hours should be taken in three workweeks

\* A pro-rated portion of the increase in earned vacation days will be granted to an employee during the calendar year that a new level of eligibility will be reached.

Newly hired part-time employees scheduled to work 24 hours or more per week will accrue vacation leave of 1 hour for every 40 hours worked (not to include any paid leave hours) until a maximum of 40 vacation hours is accrued for the calendar year. This leave will be available for use after 90 days of employment and will continue to accrue through December 31 of the calendar year in which the employee reaches 12 months of employment with the District.

The part time employee scheduled to work 24 hours per week will ~~then~~ earn vacation time according to the schedule below:

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**Level of Eligibility -  
Continuous Years of Service  
as of January 1\***

**Vacation Days Earned Per Year**

90 days but less than 12 months	accrual of 1 hour for every 40 hours worked (maximum 40 vacation hours for the calendar year)
12 months but less than 3 years	<del>80</del> hours vacation ( <del>65 days</del> )

3 years but less than 5 years	<del>62.52</del> hours vacation ( <del>6.57.75</del> days)
5 years but less than 7 years	<del>60.72</del> hours vacation ( <del>7.59</del> days)
7 years but less than 10 years	<del>72.86</del> hours vacation ( <del>9.10.75</del> days) of which 24 hours should be taken in one workweek
10 years but less than 15 years	<del>88.105</del> hours vacation ( <del>11.13</del> days) of which 32 hours should be taken consecutively.
15 years of service or more	<del>100.120</del> hours vacation ( <del>12.515</del> days) of which 48 hours should be taken consecutively.

The part time employee scheduled to work **28 hours per week** will earn vacation time according to the schedule below:

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**Level of Eligibility -**

**Continuous Years of Service as of January 1\***

**Vacation Days Earned Per Year**

90 days but less than 12 months	accrual of 1 hour for every 40 hours worked (maximum 40 vacation hours for the calendar year)
12 months but less than 3 years	56 hours vacation (7 days)
3 years but less than 5 years	72 hours vacation (9 days)
5 years but less than 7 years	84 hours vacation (10.5 days)
7 years but less than 10 years	100 hours vacation (12.5 days) of which 24 hours should be taken in one workweek.
10 years but less than 15 years	123 hours vacation (15.5) of which 32 hours should be taken consecutively.
15 years of service or more	140 hours vacation (17.5 days) of which 48 hours should be taken consecutively.

Part time employees scheduled to work less than 24 hours per week will accrue 1 hour of vacation time for every 40 hours worked which does not include any paid leave hours. These employees may carry over vacation time of 80 hours each year.

All employees are entitled to use 40 hours of their vacation time per year for any reason under the Paid Leave for All Workers Act. Under this act employees can request time off and are not obligated to provide a reason or documentation for their absence. If the need for time off is foreseeable, an employee should make the request with their supervisor 7 days

Labor Standards Act and state law. Please refer to the Salary Basis / Safe Harbor Policy attached to the Policy Manual for more information.

An employee's exempt or nonexempt status may be changed only upon written notification from management.

Compensatory time off may be provided in lieu of overtime pay when authorized by the General Manager.

### 3.11 Nonexempt Hourly Employees

The following provisions apply to all nonexempt hourly employees unless noted otherwise:

Regular overtime for ~~full-time~~ all employees shall be applied to those hours actually worked in excess of forty (40) hours per workweek at the rate of time and one-half times their regular rate of pay.

~~For part-time employees, overtime will be paid for all actual hours worked over a part-time employee's regularly scheduled hours per week at a rate of time and one-half times their regular rate of pay.~~

Overtime is based on actual hours worked. Paid time off for holidays, vacation, personal days, and paid sick time does not count as "hours worked" for overtime purposes. Holidays not worked will be paid at an employee's regular rate of pay.

Scheduled overtime includes any time arranged in advance for which the employee would receive overtime pay. If an employee is unable to work scheduled overtime due to illness or other reasons, no sick time or other pay will be applied.

Holiday premium pay for full-time employees - An employee working on a District recognized holiday shall receive holiday premium pay at the rate of time and one-half for those hours actually worked on the holiday. The employee will also receive either their regular holiday pay for the day pursuant to the District's holiday policy if the work is done on the day the holiday is observed or time off on the day of observance if different from the actual holiday.

Holiday premium pay for part-time and temporary full-time employees - A part-time or temporary full-time employee required to work on a District recognized holiday shall receive holiday premium pay at the rate of time and one-half for those hours actually worked on the holiday.

Emergency Response Pay – An employee may be called in to work during nonscheduled work time to respond to an emergency situation. The employee called in to work will be paid time and one-half (1.5 times the base hourly wage) for the hours worked. The employee will receive a minimum of two (2) hours of time and one-half pay for each call-in except

**DOWNERS GROVE SANITARY DISTRICT**

**MEMO**

TO: Board of Trustees

FROM: Carly Shaw  
Administrative Supervisor

DATE: February 13, 2024

RE: Proposal for Audit Professional Services for FY’s 2024-25, 2025-26 and 2026-27

For the last nine fiscal years, Lauterbach & Amen, LLP has performed the District's audit. This year staff reached out to several firms requesting proposals for our upcoming audit services. We only received one additional proposal that came in at \$6,600 more than Lauterbach’s in the first year with increases each year thereafter. One firm declined to offer a proposal based on what we paid last year as they felt their costs were much too high to compete, and the other firm did not do governmental audits.

You can see below a comparison of the current proposal from Lauterbach versus the last three-year engagement. This shows their increases year to year are minimal with no increase in this year’s services. The District has also requested a rotation of the partner and client manager assigned as we have in the past so that the team doesn’t become complacent and the audit process remains thorough.

Lauterbach & Amen, LLP	Audit Fees FY 2021-2023	Proposed Audit Fees FY 2024-2027	Percentage Increase
FY20-21	\$14,300.00		
FY21-22	\$14,600.00		
FY22-23	\$14,900.00		
Proposed FY23-24		\$14,900.00	0.00%
Proposed FY24-25		\$15,500.00	4.03%
Proposed FY25-26		\$16,100.00	3.87%
Totals	\$43,800.00	\$46,500.00	6.16%

The District will also have a single audit performed on the 2023 Trunk Sewer Rehabilitation – Curtiss Street project because we are receiving funds through a Federal Grant that exceed \$750,000. This will be an additional cost to the District of \$4,500.

We are recommending that the District sign an engagement agreement with Lauterbach & Amen, LLP to perform the District’s annual audit for Fiscal Years 2023-24, 2024-25 and 2025-26 in the corresponding amounts of \$14,900, \$15,500, and \$16,100. I will be seeking approval from the

Board of Trustees for the Acting President and Clerk to execute that agreement at the February 13 regular Board meeting.

cc: KJR, RTJ, MJS, ARU, DM

Enclosure



February 06, 2024

Members of the Board of Trustees  
Downers Grove Sanitary District, Illinois

We are pleased to confirm our understanding of the services we are to provide the Downers Grove Sanitary District, Illinois for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026.

*Audit Scope and Objectives*

We will audit the financial statements of the governmental activities, business-type activities, each major fund and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements of the District as of and for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, GASB-required pension reporting and GASB-required other post-employment benefit (OPEB) reporting, if applicable.

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements: combining fund statements, individual fund statements, budgetary comparison schedules and other information as supplemental schedules.



## *Audit Scope and Objectives - Continued*

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

## *Auditor's Responsibilities for the Audit of the Financial Statements*

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if applicable, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

### *Audit Procedures – Internal Control*

Our audit will include obtaining an understanding of the District and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning: management override of controls, improper revenue recognition, and general or local economic challenges. Planning for this engagement has not concluded and is subject to change.

### *Audit Procedures – Compliance*

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### *Other Services*

We will also assist in preparing the financial statements and required audit adjustments, if any, for the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services, and required audit adjustments, if any, and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### *Responsibilities of Management for the Financial Statements*

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

*Responsibilities of Management for the Financial Statements - Continued*

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on, the supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

*Engagement Administration, Fees, and Other*

Our fees for the fiscal years ended April 30, 2024, April 30, 2025, and April 30, 2026 audits will be as follows:

Services Provided	April 30, 2024	April 30, 2025	April 30, 2026
Audit and all Associated Work	\$14,900	\$15,500	\$16,100
Single Audit *	\$4,500	\$4,500	\$4,500

\* - The Single Audit fee is for the testing of one (1) major program. An additional \$1,500 would be charged for each additional major program required to be tested.

In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. Please be advised that we will charge interest on late invoices over 30 days.

Lauterbach & Amen’s client portal is used solely as a method of exchanging information and is not intended to store the District’s information. At the end of the engagement, we will provide the District with a copy (in an agreed-upon format) of deliverables and data related to the engagement from the portal. For multi-year engagements, this exchange will occur annually.

Upon completion of the engagement, data and other content will either be removed from the portal or become unavailable to Lauterbach & Amen, LLP within twelve months. For multi-year engagements, completion of the engagement occurs when the deliverables are completed for that year.

The District agrees that during the term of this agreement and for a period of twelve months thereafter, the District shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the District to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person’s annual compensation.

*Reporting*

We will issue a written report upon completion of our audit of the District’s financial statements. Our report will be addressed to the Board of Trustees of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

*Reporting - Continued*

We appreciate the opportunity to be of service to the Downers Grove Sanitary District, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

*Lauterbach & Amen, LLP*

LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Downers Grove Sanitary District, Illinois.

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: Acting President, Board of Trustees

Title: Clerk, Board of Trustees

DOWNERS GROVE SANITARY DISTRICT  
MEMO

TO: Amy R. Underwood  
General Manager

FROM: Carly Shaw  
Administrative Supervisor

DATE: February 8, 2024

RE: Executive Session Minutes

State statutes require that public bodies meet, at least semi-annually, to review minutes of all closed sessions. At such meeting, a determination is made and reported in open session that:

1. the need for confidentiality still exists as to all or part of the minutes, or
2. the minutes, or portions thereof, no longer require confidential treatment and are available for public inspection.

The executive session minutes were last reviewed on August 15, 2023. The executive session minutes of March 21, 2023 have not yet been reviewed. Copies of the minutes for these dates are attached.

I am recommending the following:

- A. The minutes of March 21, 2023 should be made available for public inspection as there is no longer a need for confidentiality.

cc: AES, JMW, KJR, RTJ, MJS, DM

Attachment

This attachment has been removed for its contents are currently confidential.

DOWNERS GROVE SANITARY DISTRICT

M E M O

DATE: February 9, 2024  
TO: Board of Trustees  
FROM: Amy R. Underwood  
General Manager  
RE: Five-Year Financial Plan

Enclosed please find copies of the following items:

1. Five-year financial plan for Fiscal Years 2024-2025 to 2028-2029.
2. Notice of availability of Appropriation Ordinance/Budget for public review.
3. Revised Budget Calendar.
4. Appropriation Ordinance for Fiscal Year 2024-2025.

Staff will review these documents with the Board at the February 13 meeting. We will be seeking Board approval to publish the notice of availability in the Downers Grove Suburban Life on February 15. Final action is scheduled for the March 19 Board meeting.

cc: KJR, RTJ, MJS, DM, CS



DOWNERS GROVE SANITARY DISTRICT  
FIVE YEAR FINANCIAL PLAN  
FISCAL YEARS 2024-2025 TO 2028-2029

Proposed 02/13/2024

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## Introduction

This five-year plan presents recommended expenditures and revenues necessary to meet the operation, maintenance, replacement, capital improvement and debt service requirements of the District over the five-year period from May 1, 2024 to April 30, 2029. The plan contains separate projections for the combined General Corporate and Replacement Fund (operation, maintenance and replacement needs), the Construction Fund (Wastewater Treatment Center capital improvements), the Improvement Fund (sewer system and pump station capital improvements) and the Public Benefit Fund. A brief overview of each of these separate projections is provided below.

General Corporate Fund – This plan treats the Replacement Fund as a designated portion of the General Corporate Fund. The balance in the Replacement Fund is maintained throughout the five-year period at the April 30, 1991, level of \$820,000. This treatment allows major replacements to be included in the operation and maintenance budget of the General Corporate Fund, allows all interest earned on the Replacement Fund to be fully utilized, and applies the balance in the Replacement Fund towards meeting the minimum recommended working balance in the General Corporate Fund.

The plan includes expenditures for the replacement and rehabilitation of the wastewater collection system, including building service repairs to help control sewer system backups and overflows. The goal is to sustain annual replacement and rehabilitation expenses at a level equal to 1.0% of the replacement value of the sewer infrastructure. Expenses include the portion of ARRA loan repayments to the Illinois Environmental Protection Agency (IEPA) associated with sewer rehabilitation work previously conducted with ARRA loan funding.

Planned replacements and major maintenance items for non-sewer fixed assets necessary for continued reliable operation are identified. The FY 2024-25 non-sewer annual replacement, rehabilitation and upgrade expenses budget for all funds represents about 380% of the FY 2022-23 annual depreciation of non-sewer fixed assets. This percentage is much higher than in previous years due the significant number of projects being completed under the Construction and Improvement Funds as well as the significant projects planned for FY 2024-25 as identified herein.

The user rate is proposed to increase annually by \$0.50 per 1,000 gallons across the five-year plan. This results in the user rate increasing from its current level of \$2.25 per 1,000 gallons to \$2.75 per 1,000 gallons in FY 2024-25. Monthly service fees are proposed to remain the same in FY 2024-25 at the current amount of \$20.00. An increase in the monthly service fee of \$1.00 is projected in both FY 2025-26 and FY 2026-27 with no increases projected in FY 2027-28 or FY 2028-29. The combined user rate and monthly service fee increases starting in FY 2022-23 have been higher rate and fee increases than the District has historically implemented. The higher increases were needed due to high inflation in the cost of goods and services. Higher increases were also needed to address aging infrastructure and the recommended improvements in the Baxter & Woodman (B&W) WWTC and lift station code review report which was completed in FY 2022-23. The increases continue to accommodate the desired levels of sewer system replacement and rehabilitation expenditures while keeping up with inflation. The surcharge rates are proposed to be increased for an average surcharge customer by 17% in FY 2024-25 and 10% annually thereafter. The surcharge rate increases are planned to gradually bring the costs per pound of biological oxygen demand (BOD) and per pound of total suspended solids (TSS) up to match the cost of service. Other user charges such

as sampling and monitoring charges will increase as the cost to provide services increases. The rates for hauled grease waste are also proposed to increase in FY 2024-25.

Construction Fund – The Construction Fund is utilized for improvements and additions at the WWTC, including purchasing of adjacent property. Gas detection and alarming systems are proposed to be installed in FY 2024-25. Improvements to the digester gas safety equipment and biosolids processing are planned for FY 2024-25 through FY 2025-26. Design and construction of a chemical feed system for phosphorus removal are planned in FY 2025-26 through FY 2027-28.

The primary source of revenue for the Construction Fund has historically been sewer permit fees. Starting in FY 2024-25, additional revenue to the Construction Fund will include transfers from the General Corporate Fund. This is necessary as the cost of addressing aging infrastructure and other needs at the wastewater treatment center is expected to outpace the revenue received from sewer permit fees.

Improvement Fund – The Improvement Fund is used for sewer additions and sewer and lift station capital improvements as well as to finance special assessments extending sewers into unsewered areas, with funds repaid by the owners of properties benefited by the new sewers using vouchers. Construction of the Centex Lift Station is expected to be completed by the end of FY 2023-24. Replacement of a portion of the Venard Lift Station force main is planned for FY 2024-25. Replacement of a portion of the Wroble Lift Station force main is planned for FY 2025-26. Replacement of the Butterfield Lift Station is planned for FY 2026-27, and replacement of the College Lift Station is planned for FY 2028-29.

The primary sources of revenue to the Improvement Fund have historically been trunk and lateral sewer service charges. Starting in FY 2021-22, additional revenue to the Improvement Fund will include transfers from the General Corporate Fund. This is necessary as the cost of addressing aging infrastructure at the lift stations is outpacing the revenue received from trunk and lateral sewer service charges.

Public Benefit Fund – The public benefit fund may only be used to pay for the portion of sewer extensions or sewer special assessments which the Board of Trustees deems to be of benefit to an area larger than the immediate service area.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Appropriation	Projected	Projected	Projected	Projected
11. Administration												
A. Salary & Wages												
001. Trustees	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000	\$18,000		\$18,000	\$18,000	\$18,000	\$18,000
002. B.O.L.I.	0	0	0	0	900	0	900		900	900	900	900
003. General Management	345,560	242,887	222,921	236,921	272,250	263,880	290,100		304,600	319,850	335,850	352,650
004. Financial Records	203,039	198,066	204,280	207,371	254,450	243,060	275,200		288,950	303,400	318,550	334,500
005. Administrative Records	28,343	25,335	26,371	25,061	24,900	31,130	31,300		32,900	34,550	36,250	38,050
006. Engineering	7,067	4,503	3,677	16,558	4,250	1,600	1,200		1,250	1,300	1,350	1,450
007. Code Enforcement	420,277	366,512	332,411	371,184	430,700	354,140	334,500		351,250	368,800	387,250	406,600
008. Safety Activities	11,895	27,658	35,868	36,076	49,500	61,870	54,900		57,700	60,550	63,600	66,750
030. Building & Grounds	605	1,006	1,133	6,863	1,150	8,440	8,600		9,000	9,450	9,900	10,400
085. Incentive			2,025	200	0	0	0		0	0	0	0
086. Vacation Buyout			5,650	0	0	0	0		0	0	0	0
090. Work from Home Reimbursement Allowance		4,475	4,163	75	0	0	0		0	0	0	0
Subtotal	\$1,034,786	\$888,440	\$856,498	\$918,308	\$1,056,100	\$982,120	\$1,014,700	\$1,170,000	\$1,064,550	\$1,116,800	\$1,171,650	\$1,229,300
B. Operation & Maintenance												
100. Electricity	\$3,172	\$3,737	\$6,023	\$4,120	\$5,500	\$5,450	\$8,800		\$9,050	\$9,350	\$9,700	\$10,000
101. Natural Gas	1,240	912	1,902	2,260	3,000	2,870	3,500		3,600	3,750	3,900	4,000
102. Water, Garbage, Other	741	767	803	473	1,250	550	1,300		1,300	1,350	1,400	1,450
110. Bank Charges	15,158	20,299	21,739	6,883	25,200	500	11,500		12,000	12,500	13,000	13,500
112. Communication	16,562	22,190	25,391	24,830	28,000	27,400	28,000		29,000	29,000	31,000	31,000
113. Emergency/Safety Eqpt		29,399	13,872	23,349	20,450	20,540	21,700		29,950	22,100	22,500	20,000
115. Eqpt/Eqpt Repair	92,596	88,604	89,741	97,374	165,000	196,500	297,000		179,000	147,500	185,500	183,000
116. Supplies	7,109	3,020	4,119	3,964	7,000	6,410	7,500		7,800	8,000	8,000	8,200
117. Employee/Duty Costs	19,256	4,988	5,736	19,127	19,000	13,000	23,500		21,000	20,500	21,000	21,500
118. Building & Grounds	20,157	26,947	44,148	62,918	74,500	204,000	56,200		28,300	58,800	30,100	32,400
119. Postage	4,225	3,286	4,223	6,294	7,550	6,200	9,200		8,000	8,200	8,500	8,900
120. Printing/Photography	8,121	7,125	8,142	9,487	12,700	9,520	14,500		14,300	15,100	15,100	16,500
121. User Billing Material	63,831	67,672	69,466	80,661	88,000	76,100	83,000		78,500	65,000	60,500	61,000
124. Contract Services	70,220	52,387	62,255	91,756	167,000	115,910	348,800		320,300	169,300	174,900	176,900
137. Memberships/Subscriptions	8,469	7,497	7,290	6,185	9,500	7,950	8,900		9,150	9,300	9,500	9,850
Subtotal	\$330,858	\$338,832	\$364,848	\$439,681	\$633,650	\$692,900	\$923,400	\$1,110,000	\$751,250	\$579,750	\$594,600	\$598,200
C. Vehicles												
222. Gas/Fuel	\$1,114	\$299	\$697	\$2,318	\$3,200	\$2,200	\$3,100		\$3,200	\$3,300	\$3,400	\$3,500
225. Operation/Repair	2,217	380	1,321	522	2,600	1,050	2,700		2,700	2,800	2,900	3,000
226. Vehicle Purchase	0	0	0	18,637	0	0	28,000		29,000	0	0	0
Subtotal	\$3,331	\$680	\$2,019	\$21,477	\$5,800	\$3,250	\$33,800	\$50,000	\$34,900	\$6,100	\$6,300	\$6,500
TOTALS	\$1,368,974	\$1,227,952	\$1,223,365	\$1,379,466	\$1,695,550	\$1,678,270	\$1,971,900	\$2,330,000	\$1,850,700	\$1,702,650	\$1,772,550	\$1,834,000

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Appropriation	Projected	Projected	Projected	Projected
12. Wastewater Treatment Center												
A. Salary & Wages												
006. Engineering	\$29,473	\$47,440	\$52,406	\$50,305	\$58,350	\$4,440	\$7,900		\$8,300	\$8,700	\$9,150	\$9,600
009. Oper. Management	107,667	100,206	100,335	110,553	113,900	110,840	122,400		128,550	135,000	141,750	148,850
010. Maintenance	524,751	526,489	578,180	679,935	689,650	681,710	695,600		730,400	766,900	805,250	845,500
020. WWTC	536,379	597,945	584,269	539,441	614,600	617,590	614,500		645,150	677,450	711,300	746,850
030. Building & Grounds	87,810	104,344	103,355	105,954	119,150	96,220	72,700		76,300	80,100	84,100	88,300
085. Incentive		200	2,000	0	0	0	0		0	0	0	0
086. Vacation Buyout			4,871	0	0	0	0		0	0	0	0
090. Work from Home Reimbursement Allowance		288	50	0	0	0	0		0	0	0	0
Subtotal	\$1,286,080	\$1,376,912	\$1,425,466	\$1,486,188	\$1,595,650	\$1,510,800	\$1,513,100	\$1,740,000	\$1,588,700	\$1,668,150	\$1,751,550	\$1,839,100
B. Operation & Maintenance												
100. Electricity	\$80,975	\$125,288	\$64,278	\$88,445	\$65,000	\$127,500	\$145,000		\$150,000	\$155,450	\$160,900	\$166,500
101. Natural Gas	6,346	4,991	9,708	10,944	12,500	9,500	12,500		13,000	13,500	14,000	14,550
102. Water, Garbage, Other	17,838	23,816	27,549	41,546	40,550	45,390	43,500		44,950	44,050	45,500	47,150
103. Odor Control	39,195	1,806	3,391	2,406	3,400	4,180	4,000		4,150	4,300	4,450	4,600
104. Fuel - Generators	3,382	3,423	4,799	14,460	16,500	220	14,500		15,000	15,550	16,100	16,650
112. Communication	17,690	18,515	23,948	22,516	27,600	23,020	22,500		25,500	24,500	28,000	25,000
113. Emergency/Safety Eqpt	13,018	10,391	22,289	21,124	35,350	32,820	38,200		30,150	31,850	32,300	53,400
116. Supplies	31,799	26,144	27,016	21,919	32,750	30,550	33,800		34,050	35,250	36,500	37,750
117. Employee/Duty Costs	20,039	11,348	15,759	19,060	30,000	26,500	34,500		34,500	35,500	36,000	37,000
124. Contract Services	203,705	209,816	216,110	222,594	203,500	203,485	204,300		205,100	27,300	28,100	29,000
130. NPDES Permit Fees	53,000	53,000	53,000	53,000	53,000	53,000	53,000		53,000	53,000	53,000	53,000
131. Sludge Hauling/Disposal Services	134,615	119,669	34,524	119,197	90,000	89,938	135,000		139,750	144,600	149,700	154,900
400. Chemicals	125,859	109,342	148,897	160,777	287,950	165,900	246,500		254,900	263,850	980,100	1,258,350
500. Eqpt/Eqpt Repair	997,579	2,178,507	872,710	651,748	1,851,250	1,223,980	2,032,500		1,873,350	2,568,650	2,084,800	1,897,250
800. Building & Grounds	231,631	242,897	180,314	362,934	362,750	324,800	555,300		380,450	448,700	333,750	332,550
Subtotal	\$1,976,672	\$3,138,955	\$1,704,291	\$1,812,671	\$3,112,100	\$2,360,782	\$3,575,100	\$4,290,000	\$3,257,850	\$3,866,050	\$4,003,200	\$4,127,650
C. Vehicles												
222. Gas/Fuel	\$16,360	\$10,798	\$22,194	\$29,898	\$40,000	\$19,160	\$27,000		\$27,950	\$28,900	\$29,950	\$31,000
225. Operation/Repair	5,065	5,132	6,408	6,886	8,500	4,720	7,000		7,250	7,500	7,750	8,050
226. Vehicle Purchase	64,060	0	47,647	17,403	93,300	17,768	104,800		74,250	54,000	0	80,000
Subtotal	\$85,486	\$15,930	\$76,248	\$54,187	\$141,800	\$41,648	\$138,800	\$160,000	\$109,450	\$90,400	\$37,700	\$119,050
TOTALS	\$3,348,238	\$4,531,797	\$3,206,006	\$3,353,046	\$4,849,550	\$3,913,229	\$5,227,000	\$6,190,000	\$4,956,000	\$5,624,600	\$5,792,450	\$6,085,800

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Appropriation	Projected	Projected	Projected	Projected
13. Laboratory												
A. Salary & Wages												
009. Oper. Management	\$75,903	\$78,304	\$73,366	\$64,521	\$83,450	\$74,770	\$73,000		\$76,600	\$80,450	\$84,500	\$88,700
040. Laboratory	158,457	164,102	173,521	170,416	189,350	202,920	225,900		237,200	249,050	261,500	274,600
085. Incentive			400	0	0	0	0		0	0	0	0
086. Vacation Buyout			2,438	0	0	0	0		0	0	0	0
090. Work from Home Reimbursement Allowance		25	0	0	0	0	0		0	0	0	0
Subtotal	\$234,360	\$242,431	\$249,725	\$234,937	\$272,800	\$277,690	\$298,900	\$340,000	\$313,800	\$329,500	\$346,000	\$363,300
B. Operation & Maintenance												
112. Communication			\$2,122	\$2,263	\$4,000	\$3,100	\$3,000		\$3,500	\$3,500	\$4,000	\$3,500
114. Chemicals	\$16,704	\$12,740	15,755	22,152	25,500	19,140	27,700		28,750	29,900	31,100	32,350
115. Eqpt/Eqpt Repair	12,532	12,480	39,209	13,344	28,000	21,240	52,000		13,000	43,000	60,000	34,000
116. Supplies	13,207	13,186	15,876	20,300	25,900	18,400	29,700		30,800	32,050	33,350	34,650
117. Employee/Duty Costs	2,265	2,224	1,542	2,609	6,000	5,500	8,000		8,450	8,500	9,000	9,500
122. Monitoring Equipment	1,508	2,419	4,365	5,686	5,500	1,000	9,700		5,500	9,700	5,500	9,700
123. Outside Lab Services	18,498	19,321	17,473	17,744	24,800	24,770	51,500		39,450	41,050	42,700	44,400
124. Contract Services						33,720	75,000		16,500	5,000	5,000	10,800
Subtotal	\$64,713	\$62,368	\$96,343	\$84,099	\$119,700	\$126,870	\$256,600	\$310,000	\$145,950	\$172,700	\$190,650	\$178,900
C. Vehicles												
222. Gas/Fuel	\$444	\$251	\$576	\$825	\$900	\$1,000	\$1,000		\$1,050	\$1,100	\$1,150	\$1,150
225. Operation/Repair	1,245	189	884	926	250	970	1,000		1,000	1,000	1,000	1,000
226. Vehicle Purchase	0	0	0	22,701	0	0	0		56,000	0	0	0
Subtotal	\$1,689	\$440	\$1,461	\$24,452	\$1,150	\$1,970	\$2,000	\$10,000	\$58,050	\$2,100	\$2,150	\$2,150
<b>TOTALS</b>	<b>\$300,762</b>	<b>\$305,239</b>	<b>\$347,528</b>	<b>\$343,488</b>	<b>\$393,650</b>	<b>\$406,530</b>	<b>\$557,500</b>	<b>\$660,000</b>	<b>\$517,800</b>	<b>\$504,300</b>	<b>\$538,800</b>	<b>\$544,350</b>

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Appropriation	Projected	Projected	Projected	Projected
14. Collection System												
A. Salary & Wages												
006. Engineering	\$8,324	\$7,641	\$4,782	\$4,907	\$7,600	\$4,600	\$4,900		\$5,200	\$5,450	\$5,700	\$6,000
050. Sewer Maintenance	189,689	233,518	223,340	286,149	274,200	318,800	301,600		316,700	332,500	349,150	366,600
060. Inspection	195,426	168,752	224,655	183,836	243,600	219,590	235,900		247,700	260,100	273,100	286,750
070. Investigations	4,245	1,312	2,747	6,170	4,450	2,590	20,600		21,600	22,650	23,800	25,000
085. Incentive		200	1,400	0	0	0	0		0	0	0	0
086. Vacation Buyout			0	0	0	0	0		0	0	0	0
090. Work from Home Reimbursement Allowance		800	225	0	0	0	0		0	0	0	0
Subtotal	\$397,684	\$412,223	\$457,150	\$481,062	\$529,850	\$545,580	\$563,000	\$650,000	\$591,200	\$620,700	\$651,750	\$684,350
B. Operation & Maintenance												
112. Communication	\$7,828	\$8,100	\$7,718	\$6,942	\$12,000	\$9,020	\$9,500		\$11,000	\$9,000	\$11,500	\$10,500
113. Emer/Safety Equipment	958	3,580	2,301	2,606	3,400	1,850	3,000		2,450	6,050	3,150	3,300
115. Eqpt/Eqpt Repair	50,497	21,821	35,104	60,340	44,500	41,070	74,500		108,700	60,750	80,350	65,050
116. Supplies	3,077	4,786	5,821	4,158	4,100	5,800	4,700		4,850	5,050	5,200	5,400
117. Employee/Duty Costs	9,315	6,063	7,050	10,434	15,500	18,500	21,500		19,900	20,400	20,900	20,900
124. Contract Services	120,840	80,808	79,814	126,724	0	0	105,000		105,000	105,000	105,000	105,000
127. JULIE	16,489	16,224	15,819	11,659	15,400	19,100	16,400		16,700	17,000	17,300	17,600
128. Overhead Sewer Program	6,088	27,333	8,814	6,017	15,000	6,000	15,000		15,000	15,000	15,000	15,000
129. Public Sewer Blockage Program	502	3,559	4,803	5,307	12,000	5,000	12,000		12,000	12,000	12,000	12,000
900. Collection System Repair	1,054,951	1,412,771	1,824,173	1,347,041	4,271,600	4,070,860	3,055,100		2,456,600	2,456,600	2,456,600	2,456,600
Subtotal	\$1,270,544	\$1,585,044	\$1,991,418	\$1,581,228	\$4,393,500	\$4,177,199	\$3,316,700	\$3,980,000	\$2,752,200	\$2,706,850	\$2,727,000	\$2,711,350
C. Vehicles												
222. Gas/Fuel	\$12,253	\$8,436	\$14,107	\$23,851	\$26,000	\$17,910	\$20,000		\$20,700	\$21,450	\$22,150	\$22,950
225. Operation/Repair	12,175	6,994	10,904	16,657	9,000	13,830	15,000		15,550	16,050	16,650	17,200
226. Vehicle Purchase	25,720	26,461	30,795	0	567,500	483,212	114,500		40,000	330,000	100,000	180,000
Subtotal	\$50,149	\$41,891	\$55,807	\$40,508	\$602,500	\$514,952	\$149,500	\$180,000	\$76,250	\$367,500	\$138,800	\$220,150
TOTALS	\$1,718,377	\$2,039,158	\$2,504,375	\$2,102,798	\$5,525,850	\$5,237,731	\$4,029,200	\$4,810,000	\$3,419,650	\$3,695,050	\$3,517,550	\$3,615,850



DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
15. Lift Stations												
A. Salary & Wages												
006. Engineering	\$1,361	\$726	\$4,955	\$467	\$7,750	\$1,620	\$4,900		\$5,200	\$5,450	\$5,700	\$6,000
009. Oper. Management	3,998	106	3,861	1,999	4,250	\$8,660	1,500		1,600	1,650	1,750	1,850
030. Building & Grounds	3,394	286	808	3,205	900	\$7,030	2,400		2,550	2,650	2,800	2,950
080. Lift Station Maint.	53,858	11,861	9,603	11,274	15,700	\$13,690	22,400		23,500	24,650	25,900	27,200
Subtotal	\$62,611	\$12,979	\$19,227	\$16,946	\$28,600	\$31,000	\$31,200	\$50,000	\$32,850	\$34,400	\$36,150	\$38,000
B. Operation & Maintenance												
100. Electricity	\$119,635	\$101,719	\$115,814	\$153,398	\$162,000	\$124,200	\$200,000		\$203,000	\$210,000	\$217,500	\$225,000
104. Fuel - Generators	2,789	3,734	4,298	6,522	4,000	4,450	4,600		4,750	4,950	5,100	5,300
112. Communication	4,396	4,390	4,425	3,675	5,400	4,000	5,000		4,500	4,500	4,500	5,500
113. Emer/Safety Eqpt.	274	59	514	300	11,100	13,900	2,200		2,300	2,350	2,450	17,550
116. Supplies	73	183	171	169	300	300	400		350	350	350	400
124. Contract Services						20,000	500		21,500	500	500	500
500. Eqpt/Eqpt Repair	112,519	72,416	88,694	147,566	249,350	186,860	271,600		218,150	185,700	167,850	173,550
800. Building & Grounds	88,461	15,122	80,157	16,123	153,350	110,950	143,300		67,200	71,700	79,750	64,750
Subtotal	\$328,148	\$197,622	\$294,073	\$327,751	\$585,500	\$464,660	\$627,600	\$750,000	\$521,750	\$480,050	\$478,000	\$492,550
TOTALS	\$390,759	\$210,601	\$313,300	\$344,697	\$614,100	\$495,660	\$658,800	\$800,000	\$554,600	\$514,450	\$514,150	\$530,550
17. Insurance & Employee Benefits												
E. Insurance & Payroll												
452. Liability/Property	\$190,591	\$199,837	\$214,321	\$226,632	\$249,850	\$219,000	\$242,000		\$250,000	\$258,000	\$266,000	\$274,500
455. Employee Group Coverage	472,701	451,363	518,159	532,504	658,000	541,500	587,500		621,500	658,000	699,000	740,500
460. I.M.R.F.	275,719	296,425	286,739	256,235	250,000	205,500	194,000		235,500	231,000	225,500	218,500
461. Social Security	218,714	220,546	226,100	234,779	260,000	251,500	256,500		269,000	282,000	296,000	310,000
TOTALS	\$1,157,725	\$1,168,171	\$1,245,319	\$1,250,150	\$1,417,850	\$1,217,500	\$1,280,000	\$1,470,000	\$1,376,000	\$1,429,000	\$1,486,500	\$1,543,500
GRAND TOTALS	\$8,284,836	\$9,482,918	\$8,839,892	\$8,773,644	\$14,496,550	\$12,948,920	\$13,724,400	\$16,260,000	\$12,674,750	\$13,470,050	\$13,622,000	\$14,154,050

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

EXHIBIT 1

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
	Actual	Actual	Actual	Actual	Budget	Projected	Budget	Appropriation	Projected	Projected	Projected	Projected
REVENUES												
User receipts	\$3,097,564	\$3,317,633	\$3,670,965	\$3,735,727	\$3,959,800	\$4,010,500	\$4,702,200	\$4,702,200	\$5,463,700	\$6,192,800	\$6,890,600	\$7,557,900
Surcharges	343,452	310,537	354,923	392,992	418,000	405,500	474,000	\$474,000	521,000	577,000	635,000	700,000
Monthly service fees	4,068,677	4,126,210	4,174,355	4,524,537	4,836,800	4,703,500	4,860,200	4,860,200	5,071,700	5,314,700	5,346,300	5,346,300
Plan review fees	418	230	3,585	244	500	100	500	500	500	500	500	500
Const inspection fees	0	0	548	316	500	100	500	500	500	500	500	500
Permit inspection fees	24,728	16,952	19,144	17,821	20,000	17,000	19,000	19,000	19,500	19,500	20,000	20,000
Interest	51,925	21,539	8,441	129,297	67,050	340,800	77,500	77,500	53,000	46,000	46,000	53,000
Sampling & monitoring charges	103,235	104,388	111,473	117,546	113,000	115,600	116,000	116,000	119,500	123,100	126,800	130,600
Real estate taxes	1,219,196	1,255,378	1,301,388	1,363,345	1,403,700	1,430,718	1,473,600	1,473,600	1,517,800	1,563,300	1,610,200	1,658,500
Television inspection fees	0	0	0	0	150	0	150	150	150	150	150	150
Replacement taxes	98,083	92,480	214,976	281,814	120,000	215,687	120,000	120,000	120,000	120,000	120,000	120,000
Lease payments	34,456	34,707	35,624	37,743	39,300	39,065	40,000	40,000	40,800	41,600	42,450	43,300
Miscellaneous	13,502	31,930	17,554	9,758	5,000	4,143	4,000	4,000	4,000	4,000	4,000	4,000
Sale of electricity			4,547	13,234	12,000	12,000	20,000	20,000	20,000	20,000	20,000	20,000
Sale of property			19,405	11,818	37,700	16,028	92,000	92,000	40,000	13,000	15,000	28,000
Grease waste	186,142	149,426	210,066	203,438	230,000	195,780	200,000	200,000	200,000	200,000	200,000	200,000
Interfund transfer			(275,000)	(500,000)	(800,000)	(800,000)	(1,150,000)	(1,150,000)	(1,150,000)	(1,150,000)	(1,150,000)	(1,150,000)
Renewable energy credits	3,722	0	0	62,619	24,000	44,640	30,000	30,000	30,000	30,000	30,000	30,000
Grants and incentives			160,259	63,427	1,589,881	1,592,130	0	0	0	0	0	0
TOTAL REVENUES	\$9,245,099	\$9,461,410	\$10,032,253	\$10,465,675	\$12,077,381	\$12,343,290	\$11,079,650	\$11,079,650	\$12,072,150	\$13,116,150	\$13,957,500	\$14,762,750
TOTAL EXPENSES	\$8,284,836	\$9,482,918	\$8,839,892	\$8,773,644	\$14,496,550	\$12,948,920	\$13,724,400	\$16,260,000	\$12,674,750	\$13,470,050	\$13,622,000	\$14,154,050
EXCESS (DEFICIT) REVENUES OVER EXPENSES	\$960,263	(\$21,507)	\$1,192,361	\$1,692,032	(\$2,419,169)	(\$605,630)	(\$2,644,750)	(\$5,180,350)	(\$602,600)	(\$353,900)	\$335,500	\$608,700
ENDING FUND BALANCE	\$4,237,890	\$4,216,382	\$5,408,744	\$7,100,776	\$4,681,607	\$6,495,145	\$3,850,395	\$1,314,795	\$3,247,795	\$2,893,895	\$3,229,395	\$3,838,095
DESIGNATED - REPLACEMENT FUND	\$820,000	\$820,000	\$820,000	\$820,000	\$820,000	\$820,000	\$820,000		\$820,000	\$820,000	\$820,000	\$820,000
UNDESIGNATED	\$3,417,890	\$3,396,382	\$4,588,744	\$6,280,776	\$3,861,607	\$5,675,145	\$3,030,395		\$2,427,795	\$2,073,895	\$2,409,395	\$3,018,095
ENDING FUND BALANCE AS PERCENTAGE OF TOTAL EXPENSES	51%	44%	61%	81%	32%	50%	28%		26%	21%	24%	27%
USER RATE	\$1.70	\$1.80	\$1.95	\$2.05	\$2.25	\$2.25	\$2.75		\$3.25	\$3.75	\$4.25	\$4.75
INCREASE FROM PRIOR YEAR'S RATE	3.0%	5.9%	8.3%	5.1%	9.8%	9.8%	22.2%		18.2%	15.4%	13.3%	11.8%
MONTHLY SERVICE FEE	\$17.00	\$17.00	\$17.00	\$19.00	\$20.00	\$20.00	\$20.00		\$21.00	\$22.00	\$22.00	\$22.00
INCREASE FROM PRIOR YEAR'S FEE	6.3%	0.0%	0.0%	11.8%	5.3%	5.3%	0.0%		5.0%	4.8%	0.0%	0.0%

GENERAL CORPORATE FUND  
EXPENDITURES

Summary

The annual budgets for operation, maintenance and replacement for the next five years are provided in Exhibit 1. The proposed budget amounts represent the best estimates of actual expenditures each year. Necessary contingencies for FY 2024-25 are provided in the proposed appropriation amounts for the major categories in each department. The appropriation amounts represent the legal limit on spending during the year as established in the appropriation ordinance.

Actual expenditures for FY 2023-24 are projected to be \$12,948,920, which is approximately 11% less than was budgeted. Total operation, maintenance and replacement expenditures for FY 2024-25 are budgeted at \$13,724,400 and actual expenditures are expected to be 100% of the budget. The FY 2024-25 budget is approximately 5% lower than the FY 2023-24 budget. The decrease in budgeted expenses over the previous year's budget is due to the FY 2023-24 budget being increased to accommodate a couple of larger construction projects which had been delayed from previous fiscal years. For the past few years, the ending fund balance has been above the target level, which is 25% of the total annual expenses. The projected actual increase in expenditures in FY 2023-24 and the proposed expenditures in the next three years will bring down the surplus. The following table presents budget and actual totals for the last ten years and projected budget totals for the next five years:

<u>Fiscal Year</u>	<u>O &amp; M Budget</u>	<u>Actual Expenditures</u>	<u>% of Actual to Budget</u>	<u>Annual Increase in Actual Expenditures</u>
2014-15	7,509,450	7,546,493	100%	-0.2%
2015-16	7,824,150	7,379,248	94%	-2.2%
2016-17	8,343,000	8,299,047	99%	12.5%
2017-18	8,796,200	8,295,420	94%	0.0%
2018-19	9,204,250	8,539,717	93%	2.9%
2019-20	9,429,400	8,284,836	88%	-3.0%
2020-21	10,931,950	9,482,918	87%	14.5%
2021-22	11,301,900	8,839,892	78%	-6.8%
2022-23	13,015,350	8,773,644	67%	-0.7%
2023-24	14,496,550	12,948,920*	89%*	47.6%*
2024-25	13,724,400	13,724,400*	100%*	6.0%*
2025-26	12,674,750	12,674,750*	100%*	-7.6%*
2026-27	13,470,050	13,470,050*	100%*	6.3%*
2027-28	13,622,000	13,622,000*	100%*	1.1%*
2028-29	14,154,050	14,154,050*	100%*	3.9%*

\*Projected

The increase from FY 2015-16 to FY 2016-17 represents the successful completion of new and outstanding sewer system rehabilitation and replacement projects and new equipment in the sewer televising truck. The increase from FY 2017-18 to FY 2018-19 represents an increase in the annual expenditures for sewer replacement and rehabilitation. The increase from FY 2019-20 to FY 2020-21 is due to carryover of FY 2019-20 projects as well as a combined heat and power (CHP) engine replacement. The actual expenses in FY 2020-21, FY 2021-22 and FY 2022-23 were below budget due to planned expenses being moved into future

fiscal years. This was partly due to large construction projects being delayed. It was also due to the cost of goods being higher than anticipated requiring the delay of in-house projects in order to re-budget them at the actual cost. In general, the increase in the proposed O&M expenses for the next five years over expenditures for the past ten years is due to several projects and equipment replacements associated with aging infrastructure, which are shown in Exhibit 2, as well as an overall increase in the cost of goods. The FY 2024-25 proposed expenditures are higher than the projected actual expenditures in FY 2023-24 for several additional reasons, which are discussed in more detail herein.

Analysis by Type of Expenditure

I. Salaries and Wages

<u>Year</u>	<u>Salaries and Wages</u>	<u>Change</u>	<u>Full Time Equivalents</u>
FY 2019-20	3,015,522	4.0%	36.7
FY 2020-21	2,932,985	-2.7%	35.5
FY 2021-22	3,008,065	2.6%	35.9
FY 2022-23	3,137,440	4.3%	37.6
FY 2023-24	3,347,190	6.7%	36.9
FY 2024-25	3,420,900	2.2%	36.8
FY 2025-26	3,591,100	5.0%	36.8
FY 2026-27	3,769,550	5.0%	36.8
FY 2027-28	3,957,100	5.0%	36.8
FY 2028-29	4,154,050	5.0%	36.8

The increase in FY 2019-20 reflects the addition of a staff engineering position and some overlapping hires needed to address pending retirements. Salaries and wages decreased in FY 2020-21 reflecting turnover at two higher salary positions, the general manager and sewer construction supervisor positions, due to retirement. The increase in FY 2021-22 reflects hiring of a permit technician to fill the position that was vacated by a promotion to the sewer construction supervisor position, hiring an operator due to a pending retirement, and the COVID pandemic related compensation, including the work from home allowance, vaccination incentives and a vacation buyout. The increase in FY 2021-22 due to these items was offset by the administrative supervisor position being open for a couple of months. The increase in FY 2022-23 was due to an average full-time salary adjustment of 5% plus the hiring of a mechanic in anticipation of retirement at the maintenance supervisor position and hiring of a part-time billing assistant. The increase in FY 2023-24 salaries and wages reflects a 7.7% salary adjustment for full-time employees, overlapping hires needed to address retirement at two positions, and planned vacation buyout for the retirees. The projected FY 2023-24 salary and wages also includes an extra employee payroll to get the employee payrolls aligned with the claim ordinance schedule. The proposed increase in salary and wages for FY 2024-25 is modest compared to other years due to a reduction in full-time employees. The staff engineering position was vacated and is not currently planned to be filled, and retirements resulted in the sunseting of overlapping positions which had occurred in order to train new employees prior to the retirements. The District intends to restart the summer intern program in FY 2024-25 and continue it moving forward. Annual salary adjustments of 5.0% at full staffing account for future increases beyond FY 2024-25.

II. O & M Expenses – Utilities

<u>Year</u>	<u>Utilities</u>	<u>Change</u>
FY 2019-20	229,948	2.8%
FY 2020-21	261,230	13.6%
FY 2021-22	226,077	-13.5%
FY 2022-23	301,185	33.2%
FY 2023-24	315,460	4.7%
FY 2024-25	414,550	31.4%
FY 2025-26	424,900	2.5%
FY 2026-27	437,450	3.0%
FY 2027-28	452,900	3.5%
FY 2028-29	468,650	3.5%

The increases in FY 2019-20 and FY 2020-21 are due to one and at times both CHP systems being out of service. The new CHP system to replace the CHP unit that failed in 2019 was placed into full-time operation in March of 2021. The decrease in FY 2021-22 is due to the second CHP system being in service for the entire year. The increase in FY 2022-23 is partly due to garbage expenses associated with years of accumulated grit removed from the sewer system during cleaning and spent media from the biogas cleaning system, which were disposed of in 2022. The increase in FY 2022-23 is also partly due to cash received for the sale of electricity no longer being applied against the expense code. (See the revenue section herein for more details.) Electricity and natural gas pricing increased significantly in 2022. Total utility expenses in FY 2023-24 are projected to be 9% over the budget of \$289,900. Several factors contributed to going over budget on utilities in FY 2023-24. These include the CHP units being in operation only 65% of the time; the electricity supplier's failure to bill correctly for the WWTC causing invoices for FY 2021-22 to not be paid until FY 2022-23; and the addition of the carbon-free energy resource adjustment to the electric utility's invoices. Since the creation of the sale of electricity revenue code in FY 2022-23, the sale of electricity has only been applied to the revenue code when the electric utility issued a check due to the invoice showing a credit. Otherwise, the sale of electricity was used to offset the expenses on the utility's invoices. Starting in FY 2024-25, all electricity sales will be coded to sale of electricity. The electricity budget for the WWTC reflects these credits no longer being applied directly to the electricity expenses. This will allow the District to more easily track the full revenue from excess electricity generation. The distribution facility charges, which is a large portion of the utility's bill, increased by approximately 30% at the beginning of 2024. This increase is also reflected in the budgeted electricity expenses for FY 2024-25. Electricity prices are projected to grow at 3.5%, and natural gas prices are projected to grow at 4% per year.

III. O & M Expenses – Other

<u>Year</u>	<u>O &amp; M Expenses - Excluding Utilities</u>	<u>Change</u>
FY 2019-20	3,740,986	-9.6%
FY 2020-21	5,061,591	35.3%
FY 2021-22	4,224,898	-16.5%
FY 2022-23	3,944,245	-6.6%
FY 2023-24	7,506,951	90.3%
FY 2024-25	8,284,800	10.4%
FY 2025-26	7,004,100	-15.5%
FY 2026-27	7,367,950	5.2%
FY 2027-28	7,540,550	2.3%
FY 2028-29	7,640,000	1.3%

The FY 2020-21 expenses are significantly higher than in previous years due to replacement of a CHP engine and a composting pilot as well as the WAS thickener project not being completed in FY 2019-20 as originally planned. In general, expenses in FY 2023-24 and over the next five years are projected to be significantly higher in comparison to the last five years to address aging infrastructure. Expenses for FY 2023-24 were significantly higher than previous years for several reasons in addition to aging infrastructure. These include bidding of the Curtiss St lining project being delayed while the District worked through the grant application process with USEPA, construction on the outfall sewer sag repair project progressing very slowly, higher than historic inflation rates, code compliance issues identified in the B&W report being addressed at the Wastewater Treatment Center, digester cleaning, and SCADA software upgrades. While the FY 2023-24 other O&M expenses are significantly higher than previous years, they are projected to finish approximately \$1,000,000 or 12% below the budget of \$8,554,650. The budgeted FY 2024-25 expenses are higher than the previous year. This is partly due to expenses, such as the dump truck purchase, which were delayed in FY 2023-24 and have been moved into FY 2024-25. The radio enhancement, blower room mitigation and pretreatment consulting are major planned expenses for FY 2024-25 which were not included in the five-year plan last year but need to be completed as soon as possible. The District has critical equipment that is beyond or reaching its useful life for which replacement funds are not available. Some of this equipment is identified in the list of projects not included in the five-year plan, which is found at the end of this document. Staff identified the need for a facility plan in order to determine the full replacements costs needed, make sure that major expenditures fit within the long-term needs of the District facilities and to plan out when the expenses need to be made and how the District will fund them. To this end, a facility plan has been included in the major expenses for FY 2024-25 and FY 2025-26. Sewer rehabilitation projects are planned for FY 2024-25 at approximately \$600,000 greater than the typical annual sewer system repair budget. This is based on need but also the hope that combining multiple sewer lining projects will result in more competitive bids. Major planned expenses are detailed in Exhibit 2.

IV. Vehicles

<u>Year</u>	<u>Vehicle Expenses</u>	<u>Number of Vehicles</u>	<u>Change</u>
FY 2019-20	140,654*	3	134.5%
FY 2020-21	58,941**	1	-58.1%
FY 2021-22	135,534	3	129.9%
FY 2022-23	140,623	3	3.8%
FY 2023-24	561,819	2	299.5%
FY 2024-25	324,100	5	-42.3%
FY 2025-26	278,650	4	-14.0%
FY 2026-27	466,100	3	67.3%
FY 2027-28	184,950	1	-60.3%
FY 2028-29	347,850	3	88.1%

\*Revenue from the sale of a portion of the vehicles replaced is included in the expense shown.

\*\* Revenue from the sale of vehicles is included where revenue is not included in subsequent years as it started being coded to the sale of property revenue code in FY 2021-22.

Vehicle expenses fluctuate based on vehicle replacement needs. Historically, small vehicles were generally scheduled for replacement after six years of use, while larger heavy-duty vehicles have a longer service life. Small CNG vehicles were scheduled for replacement after 10 years. The planned replacement schedule, however, has been affected by supply chain issues over the past four years. Ordered vehicles are taking much longer to arrive, and the significant savings that the District historically received through the government purchasing cooperatives are no longer available. The 2023 pricing through these programs provides a small percentage off MSRP. In addition, vehicles were not available at the beginning of FY 2023-24, and those that were ordered later in the fiscal year will not arrive until FY 2024-25. As a result of these issues, the replacement schedules have been extended to ten to twelve years. Proposed vehicle replacements are detailed in Exhibit 2 under budget codes 11C226, 12C226, 13C226 and 14C226. Major proposed replacements include the TV truck in FY 2026-27 and the jetter in FY 2028-29. The two vehicles which were planned to be sold in FY 2019-20 were not sold until FY20-21 due to delays associated with the COVID pandemic. Rather than posting the revenue against the vehicle expenses as was historically done, the \$20,251 sales revenue was posted to miscellaneous revenue for FY 2020-21. As recommended by the District's auditor in FY 2021-22, the sale of vehicles started to be applied to sale of property under revenue rather than to the vehicle expense code. The exception to this is trade-ins which are applied directly to the purchase price of the new vehicle.

V. Insurance and Employee Benefits

<u>Year</u>	<u>Ins/Emp Benefits</u>	<u>Change</u>
FY 2019-20	1,157,725	-4.8%
FY 2020-21	1,168,171	0.9%
FY 2021-22	1,245,319	6.6%
FY 2022-23	1,250,150	0.4%
FY 2023-24	1,217,500	-2.6%
FY 2024-25	1,280,000	5.1%
FY 2025-26	1,376,000	7.5%
FY 2026-27	1,429,000	3.9%
FY 2027-28	1,486,500	4.0%
FY 2028-29	1,543,500	3.8%

The proposed increases in these expenditures are due to anticipated premium increases on all coverages, particularly employee group medical, workers compensation and property and liability. IMRF contributions are expected to decrease each year over the next five years due to anticipated retirement activity. Proposed IMRF and social security expenses reflect the proposed annual salary adjustments.

Analysis by Department

The following tables provide an analysis of proposed expenditures from the General Corporate Fund by Department.



DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>SUMMARY AND ANALYSIS</b>												
<b>EXPENSE ANALYSIS BY DEPARTMENT</b>												
<b>ADMINISTRATION</b>												
SALARIES AND WAGES	\$1,034,786	\$888,440	\$856,498	\$918,308	\$1,056,100	\$982,120	\$1,014,700	\$1,170,000	\$1,064,550	\$1,116,800	\$1,171,650	\$1,229,300
% CHANGE FROM PRIOR YEAR	17.9%	-14.1%	-3.6%	7.2%	15.0%	6.9%	3.3%		4.9%	4.9%	4.9%	4.9%
OFFICE EXPENSES	\$330,858	\$338,832	\$364,848	\$439,681	\$633,650	\$692,900	\$923,400	\$1,110,000	\$751,250	\$579,750	\$594,600	\$598,200
% CHANGE FROM PRIOR YEAR	-11.7%	2.4%	7.7%	20.5%	44.1%	57.6%	33.3%		-18.6%	-22.8%	2.6%	0.6%
VEHICLE EXPENSES	\$3,331	\$680	\$2,019	\$21,477	\$5,800	\$3,250	\$33,800	\$50,000	\$34,900	\$6,100	\$6,300	\$6,500
% CHANGE FROM PRIOR YEAR	69.0%	-79.6%	197.0%	963.9%	-73.0%	-84.9%	940.0%		3.3%	-82.5%	3.3%	3.2%
TOTAL ADMINISTRATION EXPENSES	\$1,368,974	\$1,227,952	\$1,223,365	\$1,379,466	\$1,695,550	\$1,678,270	\$1,971,900	\$2,330,000	\$1,850,700	\$1,702,650	\$1,772,550	\$1,834,000
% CHANGE FROM PRIOR YEAR	9.1%	-10.3%	-0.4%	12.8%	22.9%	21.7%	17.5%		-6.1%	-8.0%	4.1%	3.5%

**COMMENTS**

**Salaries and Wages** The higher salary level in FY 2019-20 was a result of succession planning for the General Manager position. The decrease in salary level in FY 2020-21 was a result of retirements at the General Manager and Sewer Construction Supervisor positions. The higher than typical budgeted increase in FY 2023-24 was mostly due to planning for the retirement of the Sewer Maintenance Supervisor. Unfortunately, the Sewer System Engineering Technician position, which the District had intended to fill at the beginning of the FY to allow for training before promotion of the new Sewer Maintenance Supervisor, was not filled until after the Sewer Maintenance Supervisor retired. This contributed to the projected salary and wages being under budget for FY 2023-24.

**Office** With the FY 2021-22 change in staffing at the Administrative Supervisor position, contract services for IT support were increased. The increase in office expenses in FY 2022-23 was primarily due to replacement of the Administration Center server and network infrastructure. Remodeling of the reception area and Board room, new carpeting in the main office area and installation of the old Centex Lift Station generator to provide standby power at the Administration Center were completed in FY 2023-24. Numerous failures with the existing accounting system caused unexpected expenses, including programming support and a downpayment on a new accounting system software, that resulted in the Administration Department office expenses ending over budget in FY 2023-24. Major expenses planned in FY 2024-25 are new accounting system software, a new timekeeping system, replacement of the Wastewater Treatment Center server, network storage, engineering consultant expenses to start a facility plan and additional remodeling in the Administration Center. Future major expenses planned are the copier replacement and finalizing the facility plan in FY 2025-26, remodeling the cubicles in FY 2026-27, and data server replacements in both FY 2027-28 and FY 2028-29. Refer to Exhibit 2 for details on major expenses.

**Vehicles** Vehicle costs reflect replacement of vehicles in FY 2022-23, FY 2024-25 and FY 2025-26 as well as fuel and normal maintenance and repairs in all years. Fuel costs significantly increased in FY 2022-23.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>SUMMARY AND ANALYSIS</b>												
<b>EXPENSE ANALYSIS BY DEPARTMENT</b>												
<b>WASTEWATER TREATMENT CENTER</b>												
SALARIES AND WAGES	\$1,286,080	\$1,376,912	\$1,425,466	\$1,486,188	\$1,595,650	\$1,510,800	\$1,513,100	\$1,740,000	\$1,588,700	\$1,668,150	\$1,751,550	\$1,839,100
% CHANGE FROM PRIOR YEAR	4.4%	7.1%	3.5%	4.3%	7.4%	1.7%	0.2%		5.0%	5.0%	5.0%	5.0%
OPERATION & MAINTENANCE EXPENSES	\$1,976,672	\$3,138,955	\$1,704,291	\$1,812,671	\$3,112,100	\$2,360,782	\$3,575,100	\$4,290,000	\$3,257,850	\$3,866,050	\$4,003,200	\$4,127,650
% CHANGE FROM PRIOR YEAR	37.3%	58.8%	-45.7%	6.4%	71.7%	30.2%	51.4%		-8.9%	18.7%	3.5%	3.1%
VEHICLE EXPENSES	\$85,486	\$15,930	\$76,248	\$54,187	\$141,800	\$41,648	\$138,800	\$160,000	\$109,450	\$90,400	\$37,700	\$119,050
% CHANGE FROM PRIOR YEAR	126.8%	-81.4%	378.6%	-28.9%	161.7%	-23.1%	233.3%		-21.1%	-17.4%	-58.3%	215.8%
TOTAL PLANT EXPENSES	\$3,348,238	\$4,531,797	\$3,206,006	\$3,353,046	\$4,849,550	\$3,913,229	\$5,227,000	\$6,190,000	\$4,956,000	\$5,624,600	\$5,792,450	\$6,085,800
% CHANGE FROM PRIOR YEAR	23.6%	35.3%	-29.3%	4.6%	44.6%	16.7%	33.6%		-5.2%	13.5%	3.0%	5.1%

**COMMENTS**

Salaries and Wages	WWTC salaries and wages reflect full staffing and projected annual salary adjustments. The proposed hiring of summer interns, which was halted in FY 2020-21 due to COVID, is included in FY 2024-25 and all future years.
Operation & Maintenance	Planned upgrades and replacements are detailed in Exhibit 2 under codes 12B500 and 12B800. Operation & maintenance expenses are planned to be higher over the next five years due to digester cleaning, SCADA software platform and PLC replacement, items identified in the Baxter & Woodman code review report, replacement of the diesel storage tank, and motor control center (MCC) replacements. Dump truck replacement, replacement of the utility's automatic throwover switch (ATO), radio enhancement in the tunnels and basements at the WWTC for first responders and mitigation of the Operations Center blower room are major expenses included in the FY 2024-25 budget. Chemical costs are budgeted to increase in FY 2024-25 as the District will have to purchase bulk hypochlorite now that the OSEC generator has reached the end of its useful life. Chemical costs are budgeted to increase again in FY 2027-28 due to the anticipated startup of chemical phosphorus removal. A portion of this expense is offset by the elimination of the special assessments to the DuPage River Salt Creek Workgroup (DRSCW) ending in FY 2026-27. (The Nutrient Implementation Plan submitted by the DRSCW to IEPA in December 2023 recommended that the special assessments continue and phosphorus removal be delayed for several more years. These recommendation are expected to be reflected in next year's five-year plan.)
Vehicles	Vehicle costs vary based on replacement needs. Vehicle replacements are detailed in Exhibit 2 under budget code 12C226. The cost of fuel increased significantly in FY 2022-23.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>SUMMARY AND ANALYSIS</b>												
<b>EXPENSE ANALYSIS BY DEPARTMENT</b>												
<b>LABORATORY</b>												
SALARIES AND WAGES	\$234,360	\$242,431	\$249,725	\$234,937	\$272,800	\$277,690	\$298,900	\$340,000	\$313,800	\$329,500	\$346,000	\$363,300
% CHANGE FROM PRIOR YEAR	6.2%	3.4%	3.0%	-5.9%	16.1%	18.2%	7.6%		5.0%	5.0%	5.0%	5.0%
OPERATION & MAINTENANCE EXPENSES	\$64,713	\$62,368	\$96,343	\$84,099	\$119,700	\$126,870	\$256,600	\$310,000	\$145,950	\$172,700	\$190,650	\$178,900
% CHANGE FROM PRIOR YEAR	10.8%	-3.6%	54.5%	-12.7%	42.3%	50.9%	102.3%		-43.1%	18.3%	10.4%	-6.2%
VEHICLE EXPENSES	\$1,689	\$440	\$1,461	\$24,452	\$1,150	\$1,970	\$2,000	\$10,000	\$58,050	\$2,100	\$2,150	\$2,150
% CHANGE FROM PRIOR YEAR	260.5%	-73.9%	231.6%	1574.1%	-95.3%	-91.9%	1.5%		2802.5%	-96.4%	2.4%	0.0%
TOTAL LABORATORY EXPENSES	\$300,762	\$305,239	\$347,528	\$343,488	\$393,650	\$406,530	\$557,500	\$660,000	\$517,800	\$504,300	\$538,800	\$544,350
% CHANGE FROM PRIOR YEAR	7.6%	1.5%	13.9%	-1.2%	14.6%	18.4%	37.1%		-7.1%	-2.6%	6.8%	1.0%

**COMMENTS**

- Salaries and Wages      Projected lab salaries and wages reflect future annual salary adjustments with the laboratory supervisor and two full-time analysts. Salary and wages decreased in FY 2022-23 due to turnover at a lab analyst position. Hiring of summer help is included starting in FY 2024-25.
  
- Operation & Maintenance      Consulting services to assist with pretreatment program updates and permitting of dischargers who are currently not permitted, both of which were recommended by EPA during their inspection in June 2023, are budgeted in FY 2024-25 and FY 2025-26. Other major expenditures during the five-year period include scheduled equipment replacements and renewal of the online analyzer service contracts. These are detailed in Exhibit 2 under codes 13B115 and 13B124.
  
- Vehicles      Normal vehicle fuel and repair costs are included for the five year period, with replacement of the lab van in FY 2025-26.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>SUMMARY AND ANALYSIS</b>												
<b>EXPENSE ANALYSIS BY DEPARTMENT</b>												
<b>COLLECTION SYSTEM</b>												
SALARIES AND WAGES	\$397,684	\$412,223	\$457,150	\$481,062	\$529,850	\$545,580	\$563,000	\$650,000	\$591,200	\$620,700	\$651,750	\$684,350
% CHANGE FROM PRIOR YEAR	-18.7%	3.7%	10.9%	5.2%	10.1%	13.4%	3.2%		5.0%	5.0%	5.0%	5.0%
OPERATION & MAINTENANCE EXPENSES	\$1,270,544	\$1,585,044	\$1,991,418	\$1,581,228	\$4,393,500	\$4,177,199	\$3,316,700	\$3,980,000	\$2,752,200	\$2,706,850	\$2,727,000	\$2,711,350
% CHANGE FROM PRIOR YEAR	-41.6%	24.8%	25.6%	-20.6%	177.9%	164.2%	-20.6%		-17.0%	-1.6%	0.7%	-0.6%
VEHICLE EXPENSES	\$50,149	\$41,891	\$55,807	\$40,508	\$602,500	\$514,952	\$149,500	\$180,000	\$76,250	\$367,500	\$138,800	\$220,150
% CHANGE FROM PRIOR YEAR	152.5%	-16.5%	33.2%	-27.4%	1387.4%	1171.2%	-71.0%		-49.0%	382.0%	-62.2%	58.6%
TOTAL COLLECTION SYSTEM EXPENSES	\$1,718,377	\$2,039,158	\$2,504,375	\$2,102,798	\$5,525,850	\$5,237,731	\$4,029,200	\$4,810,000	\$3,419,650	\$3,695,050	\$3,517,550	\$3,615,850
% CHANGE FROM PRIOR YEAR	-36.0%	18.7%	22.8%	-16.0%	162.8%	149.1%	-23.1%		-15.1%	8.1%	-4.8%	2.8%

**COMMENTS**

- Salaries and Wages      The plan reflects full staffing and normal planned annual increases.
  
- Operation & Maintenance      Continued implementation of the Building Sanitary Service Repair Assistance Program (BSSRAP) is reflected, with the increase based on the five-year contract which was signed in FY 2022-23. The increase in collection system operation and maintenance expenses for FY 2023-24 is due to the Curtiss St lining project and the outfall repair project, which were originally budgeted in previous fiscal years, finally being constructed. Lining of sections of the outfall pipe is planned to be spread over two fiscal years, starting in FY 2024-25. Lining of another section of sewer on Ogden Ave is planned for FY 2024-25 as well as lining of a section of sewer that is rated likely to fail within the next five years. The FY 2024-25 expenses also includes higher than historic repair expenses for the flow meters in order to get them all back in working condition. Additional detail on sewer repair work is found in Exhibit 2 under code 14B900.
  
- Vehicles      Vehicle costs reflect fuel and normal maintenance and repairs. Future vehicle purchases are shown in Exhibit 2 under section 14C226. FY 2026-27 includes replacement of the TV truck, and FY 2028-29 includes the replacement of the jetter truck.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>SUMMARY AND ANALYSIS</b>												
<b>EXPENSE ANALYSIS BY DEPARTMENT</b>												
<b>LIFT STATIONS</b>												
SALARIES AND WAGES	\$62,611	\$12,979	\$19,227	\$16,946	\$28,600	\$31,000	\$31,200	\$50,000	\$32,850	\$34,400	\$36,150	\$38,000
% CHANGE FROM PRIOR YEAR	-21.9%	-79.3%	48.1%	-11.9%	68.8%	82.9%	0.6%		5.3%	4.7%	5.1%	5.1%
OPERATION & MAINTENANCE EXPENSES	\$328,148	\$197,622	\$294,073	\$327,751	\$585,500	\$464,660	\$627,600	\$750,000	\$521,750	\$480,050	\$478,000	\$492,550
% CHANGE FROM PRIOR YEAR	3.6%	-39.8%	48.8%	11.5%	78.6%	41.8%	35.1%		-16.9%	-8.0%	-0.4%	3.0%
TOTAL LIFT STATION EXPENSES	\$390,759	\$210,601	\$313,300	\$344,697	\$614,100	\$495,660	\$658,800	\$800,000	\$554,600	\$514,450	\$514,150	\$530,550
% CHANGE FROM PRIOR YEAR	-1.5%	-46.1%	48.8%	10.0%	78.2%	43.8%	32.9%		-15.8%	-7.2%	-0.1%	3.2%

**COMMENTS**

- Salaries and Wages      The budget reflects salary adjustments based on the proportion of recent time spent on lift stations for engineering and maintenance staff. The higher increase shown for FY 2023-24 and continued through the following five years reflects the anticipated shift in staff time from the wastewater treatment center to the lift stations due to planned lift station and force main projects, which are detailed in Exhibit 2.
- Operation & Maintenance      Planned expenses for the lift stations are shown in Exhibit 2 under 15B113, 15B124, 15B500 and 15B800. Major expenses include the arc flash study, an engineering study to plan replacement of the College Lift Station, automatic throw over switch (ATO) and motor replacements at Hobson Lift Station and ultrasonic testing of the Hobson and Wroble Lift Stations' walls.

DOWNERS GROVE SANITARY DISTRICT - FIVE YEAR FINANCIAL PLAN - FISCAL YEARS 2024-2025 to 2028-2029

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 24-25 Appropriation	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
SUMMARY AND ANALYSIS												
EXPENSE ANALYSIS BY DEPARTMENT												
<b>INSURANCE AND EMPLOYEE BENEFITS</b>												
TOTAL INSURANCE/EMPLOYEE BENEFITS	\$1,157,725	\$1,168,171	\$1,245,319	\$1,250,150	\$1,417,850	\$1,217,500	\$1,280,000	\$1,470,000	\$1,376,000	\$1,429,000	\$1,486,500	\$1,543,500
% CHANGE FROM PRIOR YEAR	-4.8%	0.9%	6.6%	0.4%	13.4%	-2.6%	5.1%		7.5%	3.9%	4.0%	3.8%

COMMENTS

Projected expenses for insurance and employee benefits reflect the following factors:

1. An expected increase in liability and property premiums of 11% is budgeted for FY 2024-25. Annual net increases of 5% are shown thereafter.
2. An increase of 8% for employee group medical was included for FY 2024-25 at the recommendation of the District's broker. A 5% increase was included for dental in FY 2024-25, and a 10% increase was included for vision as the four-year rate guarantee is ending. Increases of 6% for employee group medical, dental and vision are included for each year thereafter.
3. IMRF contributions are expected to decrease over the next five years mainly due to normal cost reductions impacted by upcoming retirements as well as adjustments to the unfunded actuarial accrued liability percentage rate.
4. No change is expected in the District's social security contribution rate. The overall social security expense accounts for proposed annual increases in wages.

DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
GENERAL CORPORATE FUND					
11B115 (ADMIN-Eqpt/Eqpt Repair)					
1. Replace data server	30,000			30,000	30,000
2. Network-attached storage	15,000				
3. Accounting system replacement	108,100				
4. Timekeeping system replacement	6,900				
5. Copier replacement		13,000			
Annual Totals	\$160,000	\$13,000	\$0	\$30,000	\$30,000
11B118 (ADMIN-Building & Grounds)					
1. Remodel workstations (cubicles)			30,000		
2. Replace floor tiles	8,000				
3. Replace ceiling tiles	6,000				
4. Vestibule and Board room decorating	5,000				
Annual Totals	\$19,000	\$0	\$30,000	\$0	\$0
11B124 (ADMIN-Contract Services)					
1. Decennial Committee facilitation	9,725				
2. Facility Plan	150,000	150,000			
Annual Totals	\$159,725	\$150,000	\$0	\$0	\$0
11B137 (ADMIN-Dues/Subscriptions)					
1. National Association of Clean Water Agencies	1,200	1,250	1,250	1,300	1,350
2. Illinois Association of Wastewater Agencies	4,400	4,550	4,650	4,800	4,950
3. Midwest Biosolids Association	1,150	1,150	1,200	1,250	1,250
Annual Totals	\$6,750	\$6,950	\$7,100	\$7,350	\$7,550
11C226 (ADMIN-Vehicle Purchases)					
1. Administration vehicles	28,000	29,000			
Annual Totals	\$28,000	\$29,000	\$0	\$0	\$0
12B113 (WWTC-Emergency/Safety Eqpt)					
1. Arc Flash Study					20,000
Annual Totals	\$0	\$0	\$0	\$0	\$20,000
12B124 (WWTC-Contract Services)					
1. DRSCW membership/stream restoration	204,300	205,100	27,300	28,100	29,000
Annual Totals	\$204,300	\$205,100	\$27,300	\$28,100	\$29,000
12B130 (WWTC-NPDES Permit Fees)					
1. Annual permit fees	53,000	53,000	53,000	53,000	53,000
Annual Totals	\$53,000	\$53,000	\$53,000	\$53,000	\$53,000
12B131 (WWTC-Sludge Hauling/Disposal Services)					
1. Class B Land Application	135,000	139,750	144,600	149,700	154,900
Annual Totals	\$135,000	\$139,750	\$144,600	\$149,700	\$154,900

DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
12B500 (WWTC-Eqpt/Eqpt Repair)					
1. Raw sewage pumping					
a. Bar screen back plate replacement				13,000	
b. Compactor overhaul	9,150			9,925	10,275
c. Excess flow pump overhaul	11,650				
d. Discharge valve replacement (installation)	4,000				
e. Protected water expansion tank replacement					1,800
f. Motor Control Center (MCC) replacement				12,000	275,000
2. Grit removal system					
a. Conveyor overhaul	29,000				32,900
b. Grit classifier overhaul			16,000		
c. Grit pump overhaul	7,300	7,750	8,000		
d. Grit tank protective lining				80,000	
e. MCC replacement			16,000	390,000	
3. Primary treatment					
a. Scum trough repairs	20,600	21,200			
b. Sludge collector replacement	8,500	8,750	9,000		
c. Sludge collector gear reducer replacement			11,000		
d. Railing, grating and concrete repairs	45,000		40,000		
e. Sludge grinder overhaul				7,500	
f. Sludge pump replacement	45,000				32,900
4. Secondary treatment					
a. Protective coatings - secondary clarifiers	56,000	58,000		45,000	20,000
b. Secondary clarifier main gear reducer				51,000	
c. Secondary clarifier weir replacement			40,000		
d. Hoffman/PD blower rebuild/overhaul	5,250		25,000	25,500	
e. Aeration tank influent gate actuator		8,500			
f. DO probe replacement	15,000				
g. Railing, grating, decking and concrete repairs	48,000	180,000			
h. RAS pump overhaul	22,500				
i. RAS system VFDs	15,000				
j. Fine bubble diffuser replacement				34,000	
k. MCC replacement					20,000
5. Intermediate clarifiers					
a. Protective coatings	48,000	49,000			
b. Railings and concrete repairs	47,850	50,250			
c. Intermediate sludge pump overhaul	8,000	8,300			
6. Sand filters					
a. Waste washwater pump overhaul	5,750	6,000			
b. Filter control panel replacement		10,000	10,500	11,000	
c. Concrete repairs			40,000		
7. Disinfection equipment					
a. Fiberglass tank inspections/repairs	36,000				
b. Fiberglass tank replacement					165,000
c. MCC replacement				11,000	225,000
d. Bisulfite pump replacements	9,300	9,750			
e. Hypochlorite feed pump VFD replacements	2,350	2,450	2,400	2,500	
f. Hypochlorite feed pump replacements			55,750	71,750	14,500
e. Potable water piping/accessories for bulk hypo					
g. Division box concrete slab replacement			30,000		



DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
8. Excess flow tanks					
a. Clarifier scum trough replacement	20,000				
b. Clarifier scraper blade/roller wheel replacements			20,000		
c. Sludge collector replacement	8,150	8,450	8,750	9,050	
d. Protective Coatings - Bridge			80,000		
e. Railings and sidewalk		100,000			
f. Overhaul sludge grinder	12,500				
g. Overhaul sludge pumps	8,500	8,750			
h. MCC replacement		10,000	225,000		
9. Sludge concentration					
a. Concentrator main gear reducers		25,000	25,750		
b. Concentrator protective coatings			40,000		
c. Concentrator sludge pump replacement		15,000		16,000	
d. WAS thickener feed pump replacement		15,000			
e. WAS thickener screw and bushing replacement	14,250				
f. TWAS pump replacement			15,500		
10. Sludge digestion					
a. Re-coat/repair covers	14,000				
b. Digester cleaning		165,000	167,000	173,000	179,500
c. Railings	20,000	31,000	15,500	15,500	
e. Replace Digester 2 mixing equipment			250,000		
f. Digester mixing compressor overhaul		8,750		9,500	9,800
g. Sludge recirculation/transfer pump overhaul	4,900	5,050			
g. Grease grinder overhaul	5,250	5,500			
h. Grease pump replacement		15,000	15,500		
11. Sludge dewatering system					
a. Belt press feed pump replacement			13,750	14,250	
b. Belt press conveyor liner replacement			12,000		
12. Biosolids aging and disposal					
a. Wheel loader replacement		85,000		125,000	
c. Auger rebuilds	16,000	16,000	16,000	16,000	16,000
d. Dump truck replacement	206,000				125,000
e. Curtiss lagoon drain system repairs	30,000				
13. Maintenance/utilities					
a. Maintenance Services Building equipment	12,400	10,500	10,350		
b. Replace portable pump			9,500		
c. Main switchgear maintenance				14,000	
d. ComEd ATO replacement	95,000				
e. CHP Engine/Generator overhaul	203,500	165,600	45,750	282,000	46,600
f. Emergency generator control panel replacement			125,000		
g. Emergency generator diesel tank replacement			322,000		
h. Radio enhancement for first responders	110,000				
i. SCADA PLC Upgrades	88,000	120,000			
j. SCADA software platform replacement	77,000				
k. Software Upgrades (MP2, BioWin)	3,450	40,000			
l. Yard piping repairs	43,900	45,450	47,050	48,700	50,400
ii. Natural gas main replacement			225,000		
m. Main gate replacement					40,000
Annual Totals	\$1,492,000	\$1,315,000	\$1,993,050	\$1,487,175	\$1,264,675

DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
12B800 (WWTC-Building & Grounds)					
1. Roof repairs	64,350	55,000	9,500	26,000	
2. Road / sidewalk repair	97,050	34,130	42,200	42,810	43,440
3. Window / door replacement	62,250	70,250	54,500	36,700	15,750
4. HVAC repairs	27,750	57,250			4,500
a. Munters dehumidifier replacement			200,000		
5. Outside stairs, railings, gratings, and fencing	6,950	7,200	7,450	7,700	8,000
6. Interior stairs				32,000	
7. Tuckpointing	25,000	25,000	20,000	20,000	20,000
8. Painting		35,000	15,000	65,000	111,750
9. Lighting	1,600				
10. Locker room partitions	12,000				
11. Ops center blower room mitigation	160,000				
Annual Totals	\$456,950	\$283,830	\$348,650	\$230,210	\$203,440
12C226 (WWTC-Vehicle Purchases)					
1. Operations supervisor truck					30,000
2. Maintenance supervisor truck			35,000		
3. Electric cart			19,000		
4. OPS/Maintenance/Electrical trucks	5,000	74,250			50,000
5. Lift station truck	99,750				
Annual Totals	\$104,750	\$74,250	\$54,000	\$0	\$80,000
13B115 (LAB-Eqpt/Eqpt Repair)					
1. Autosampler replacement			15,000		
2. Autoclave			15,000		
3. Incubators					
4. pH/Mult-function Meter					6,000
5. TSS Drying Oven				5,000	
6. Amtax/Phosphax/Filtrax Service Partnership	39,000			42,000	
7. Balances					15,000
Annual Totals	\$39,000	\$0	\$30,000	\$47,000	\$21,000
13B124 (LAB-Contract Services)					
1. Update Pretreatment Program	32,100				
2. Permit zero-dischargers, food processing, breweries	27,500	11,500			
Annual Totals	\$59,600	\$11,500	\$0	\$0	\$0
13C226 (LAB-Vehicle Purchase)					
1. Lab Supervisor vehicle					
2. Lab van		56,000			
Annual Totals	\$0	\$56,000	\$0	\$0	\$0
14B115 (SEWER SYSTEM-Eqpt/Eqpt Repair)					
1. Maintenance management software replacement		50,000			
2. House service inspection camera system/monitor				17,500	
Annual Totals	\$0	\$50,000	\$0	\$17,500	\$0
14B124 (SEWER SYSTEM-Contract Services)					
1. Contract Televising	105,000	105,000	105,000	105,000	105,000
Annual Totals	\$105,000	\$105,000	\$105,000	\$105,000	\$105,000

DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
<b>14B900 (SEWER SYSTEM-System Repairs)</b>					
1. Structural/O&M					
a. Main sewers	75,000	75,000	75,000	75,000	75,000
b. Manholes	50,000	50,000	50,000	50,000	50,000
c. Building sanitary services	675,000	675,000	675,000	675,000	675,000
2. Sewer replacements and rehabilitation					
a. Sewer rehab/replacement	913,500	850,000	1,350,000	1,350,000	1,350,000
3. I/I Program	100,000	100,000	100,000	100,000	100,000
4. Outfall pipe rehabilitation and repair/O&M	1,060,000	525,000	25,000	25,000	25,000
5. IEPA ARRA loan repayment	181,600	181,600	181,600	181,600	181,600
Annual Totals	\$3,055,100	\$2,456,600	\$2,456,600	\$2,456,600	\$2,456,600
<b>14C226 (SEWER SYSTEM-Vehicle Purchases)</b>					
1. Inspection/technician vans/trucks	48,500	40,000		100,000	
2. Supervisor truck	66,000				
3. Combination vacuum/jet truck					180,000
4. TV truck			330,000		
Annual Totals	\$114,500	\$40,000	\$330,000	\$100,000	\$180,000
<b>15B113 (LIFT STATIONS-Emergency/Safety Eqpt)</b>					
1. Arc Flash Study					15,000
Annual Totals	\$0	\$0	\$0	\$0	\$15,000
<b>15B124 (LIFT STATIONS-Contract Services)</b>					
1. College LS Replacement Study		21,000			
Annual Totals	\$0	\$21,000	\$0	\$0	\$0
<b>15B500 (LIFT STATIONS-Eqpt/Eqpt Repair)</b>					
1. Butterfield lift station					
a. Pump overhaul	3,900	4,050			
2. Centex lift station					
3. College lift station					
a. Pump overhaul	17,500			19,500	
4. Earlston lift station					
a. Replace pump	28,000				
b. Pump overhaul					31,000
5. Hobson lift station					
a. Pump overhaul	11,000	11,500	12,000	12,500	
c. Motor replacement		45,000			
d. Switchgear PM			8,700		
e. ATO replacement	85,000				
f. Mixing system compressor replacement					9,450
6. Liberty Park lift station					
a. Pump overhaul			12,500	13,000	13,500
7. Northwest lift station					
a. Pump overhaul			21,700	11,500	11,400
b. VFD replacement	5,350	5,550			
8. Venard lift station					
a. Pump overhaul	11,675	12,100	12,550		

DOWNERS GROVE SANITARY DISTRICT  
 MAJOR REPLACEMENTS AND PURCHASES BY BUDGET CODE  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 2

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29
9. Wroble lift station					
a. Pump overhaul	5,300	5,500			
b. VFD replacement	7,500				
10. General maintenance					
a. Portable pump replacements		30,000			
b. Portable pump overhaul			8,000	8,300	
Annual Totals	\$175,225	\$113,700	\$75,450	\$64,800	\$65,350
15B800 (LIFT STATIONS-Building & Grounds)					
1. Cathodic protection testing			2,750		
2. Painting	47,000		35,350	25,000	4,000
3. Earlston biofilter replacement	20,750				
4. Wroble elevator overhaul					24,750
5. Roof replacements		30,750			
6. Stairs, railings, gratings repair	20,000	4,000			
7. College drainage improvements	5,000				
8. Wroble fence replacement				20,000	
9. Ultrasonic testing	19,150				
Annual Totals	\$111,900	\$34,750	\$38,100	\$45,000	\$28,750
IMPROVEMENT FUND					
1. Future special assessments		200,000	200,000	200,000	200,000
2. IEPA loan repayment	93,200	93,200	93,200	93,200	93,200
3. Replace portion of Venard LS forcemain	845,000				
4. Replace portion of Wroble LS forcemain	26,000	366,000			
5. Replace Butterfield LS		150,000	1,545,000		
6. Replace College LS				170,000	1,640,000
Annual Totals	\$964,200	\$809,200	\$1,838,200	\$463,200	\$1,933,200
CONSTRUCTION FUND					
1. IEPA loan repayment	28,900	28,900	28,900	28,900	28,900
2. Gas detection and alarming systems	444,000				
3. Digester gas safety equipment	335,000	164,000			
4. Biosolids processing/storage improvements	447,500	927,500			
5. Chemical feed system - phosphorus removal		139,000	834,000	417,000	
Annual Totals	\$1,255,400	\$1,259,400	\$862,900	\$445,900	\$28,900
GRAND TOTALS	\$8,699,400	\$7,227,030	\$8,393,950	\$5,730,535	\$6,676,365

GENERAL CORPORATE FUND  
REVENUES

Summary

General Corporate Fund revenues are detailed on the last page of Exhibit 1. Actual revenues for the last five years and budgeted revenues for the next five years are presented in this exhibit. Revenues are adequate to fund the expenditure levels recommended in this plan. Per the District's Fund Balance/Net Assets Policy, the fund balance is held near 25% of annual expenses. Due to growing expenses associated with aging infrastructure, code improvements and recent high inflation rates, the expenses for the next three years are projected to outpace the revenue, causing the fund balance to drop below the target of 25% of annual expenses. Rate and fee increases are proposed to bring the fund balance back up above the target of 25% of annual expenses by the end of the five-year plan.

Analysis by Revenue Type

The District's annual residential charge for wastewater collection and treatment includes user charges, the monthly service charge and the real estate tax levy for sewer rehabilitation, as detailed in Exhibit 3.

I. User Receipts

This plan reflects an increase in the user rate from \$2.25 to \$2.75 per 1,000 gallons of metered water consumption in FY 2024-25. User rate increases are anticipated for each of the subsequent four years at \$0.50 as shown in Exhibit 1 and Exhibit 3. User receipts during FY 2023-24 are projected at \$4,010,500. This estimate of billable flow compares with recent experience as indicated below:

<u>Fiscal Year</u>	<u>Net Billable Flow (MGD)</u>	<u>Summer Usage Adjustments (\$)</u>
2003-04	6.601	83,400
2004-05	6.333	96,616
2005-06	6.645	296,891
2006-07	6.236	125,215
2007-08	6.223	183,910
2008-09	5.893	112,621
2009-10	5.913	110,369
2010-11	5.753	112,363
2011-12	5.633	107,538
2012-13	5.768	251,934
2013-14	5.537	109,116
2014-15	5.242	60,919
2015-16	5.257	68,643
2016-17	5.243	82,814
2017-18	5.291	139,711
2018-19	5.121	94,995
2019-20	4.960	76,759
2020-21	4.992	187,250
2021-22	5.067	160,930
2022-23	4.948	158,671
2023-24	4.881*	191,578

\*Projected for final three months

The downward trend in billable flow reversed in FY 2020-21, likely due to customers being at home more during the COVID pandemic, and then started again in FY 2022-23. The summer usage adjustments also appear to have been impacted in FY 2020-21 by the COVID pandemic, likely by customers who were at home more than in a normal year having more time to focus on their lawns. FY 2024-25 projections of user receipts are based on a billable flow of 4.783 MGD, which represents a billable flow 2.0% less than the FY 2023-24 levels. Water supply utilities' efforts at reducing water consumption are expected to continue to result in future reductions in billable flow. After FY 2024-25, this plan reflects a 2.0% per year reduction in billable flow consistent with target reductions established by water supply utilities, corroborated by historic trends.

II. Surcharges

Surcharge rates for discharges in excess of normal domestic waste strengths (200 mg/l BOD and 250 mg/l TSS) are proposed to increase for an average surcharge customer by 17% in FY 2024-25 and approximately 10% annually thereafter. These increases will gradually bring the per pound cost of treating BOD and TSS closer to the per pound costs that non-surcharge customers pay.

III. Monthly Service Fees

Monthly fees are proposed to remain at \$20.00 in FY 2024-25. The monthly fee is expected to increase by \$1.00 in FY 2025-26 and FY 2026-27 with no increase expected in FY 2027-28 or FY 2028-29.

IV. Plan Review Fees

Plan review fees are assessed based upon the estimated construction cost of proposed sanitary sewer extensions. These fees are not expected to change over the next few years.

V. Construction Inspection Fees

Construction inspection fees represent the cost of inspections by District personnel of sanitary sewer extensions. These fees are not expected to change over the next five years.

VI. Permit Inspection Fees

The cost of inspections by District personnel of service connections and new building construction is recovered from permit inspection fees. The number of inspections is expected to remain constant.

VII. Interest

Interest is estimated based on investing half the average fund balance each year at an interest rate of roughly 3% over the five-year period.

VIII. Sampling and Monitoring Charges

Sampling and monitoring charges are assessed to all users subject to surcharge or pretreatment to recover the costs to sample and analyze wastewater from these users and are projected to increase as the cost to provide these services increases.

IX. Real Estate Taxes

The real estate tax levy is included in the General Corporate Fund and is utilized for the operation, maintenance and repair of sewerage facilities. It is proposed that these levies be increased by 5% each year. The amount of future levies is limited in accordance with the tax cap limitation, reflected in budgeted increases of 3% each year over the 5-year planning period.

X. Television Inspection Fees

Television inspection fees are assessed to developers for the costs of televising new sewers prior to the expiration of the one-year warranty period.

XI. Replacement Taxes

Personal property replacement taxes received from the state, estimated at \$120,000 per year for FY 2024-25 and projected to continue at this level, will be used to fund sewer system repairs.

XII. Lease Payments

During FY 1996-97, the District signed a lease with the Village of Downers Grove for District property located on Walnut Avenue, adjacent to the Village's public works facility. The lease agreement provides for lease payments by the Village to the District.

XIII. Miscellaneous

Miscellaneous revenues include revenues from levying and collecting special assessments, fees to administer recapture agreements, and costs received for other District services. Historically sale of miscellaneous property was coded to miscellaneous revenue. A sale of property revenue code was created in FY 2021-22, and therefore sale of property will no longer be included in miscellaneous revenue, which is why miscellaneous revenues will be budgeted lower than what has historically been collected. These revenues are estimated at \$4,000 each year.

XIV. Sale of Electricity

Electricity produced by the CHP engines in excess of what is used at the WWTC flows onto ComEd's distribution system. The excess generation is credited on the District's ComEd invoices, offsetting distribution expenses. ComEd will pay the District for any additional credit above what offsets the distribution expenses. Historically, this

was applied against the expense code for WWTC electricity. In FY 2021-22, the District's auditors recommended that revenue not be applied to expense codes as it is not a good accounting practice and any check received since has been applied to the sale of electricity code. Starting in FY 2024-25, the portion of the electricity sales which offsets the distribution expenses will also be coded to the sale of electricity. This is reflected in the increase budgeted for the sale of electricity.

XV. Sale of Property

Historically, sales of vehicles and cell phones were applied against the related expense code for the items being replaced. In FY 2021-22, the District's auditors recommended that revenue not be applied to expense codes as it is not a good accounting practice. The sale of property revenue code was created as a result. Sale of vehicles except those that are traded in, sale of cell phones and sale of miscellaneous property are included in this revenue source. The anticipated revenues vary from year to year, following the proposed vehicle and cell phone replacements.

XVI. Grease Waste

Hauled restaurant grease trap waste continues to be accepted for treatment at the WWTC. The amount of grease waste accepted in FY 2020-21 was reduced due to only one CHP unit being in operation and also due to limitations on the amount of gas which can be flared. The new CHP unit was placed into operation at the end of FY 2020-21. As a result, the District increased the amount of grease waste that is accepted. This is reflected in the revenue collected for FY 2021-22 and FY 2022-23. The fee collected for this waste was increased by 20% in FY 2023-24 after having been constant for over a decade. The expected increase in revenue was not realized, however, as the accepted amount of grease was reduced during digester cleaning and CHP equipment maintenance and eliminated on the weekends. An increase in fees is proposed for FY 2024-25. However, the total revenue collected from grease haulers is not increased in the budget as District staff needs the flexibility to reduce the amount of grease accepted when necessary for operations and maintenance.

XVII. Interfund Transfer

As mentioned in the discussions herein on the Construction Fund and the Improvement Fund, the historic source of revenue for those two funds will not be sufficient to meet the needs of those funds. Annual transfers from the General Corporate Fund to cover shortages in the Construction Fund and the Improvement Fund began in FY 2021-22. The District's auditor instructed District staff to handle these transfers as negative revenue under the General Corporate Fund. Interfund transfers of \$1,150,000 are planned annually during the five-year period.

XVIII. Renewable Energy Credits

Renewable energy credits can be sold as they are generated by the new CHP equipment. The budget reflects anticipated market pricing and production.



XIX. Grants and Incentives

The grants and incentives revenue code was created under the General Corporate Fund in FY 2021-22. The FY 2023-24 projected actual includes an anticipated \$1,080,000 in Community Grant Funding for the Curtiss St lining project and \$509,881 from the DuPage County LARPA grant program which is proposed to be used for the outfall repair project.

GENERAL CORPORATE FUND  
FUND BALANCE

Summary

The projected fund balance of the consolidated General Corporate and Replacement Fund as of April 20, 2025 is \$3,850,395. The fund balance is projected to be spent down over the next three years causing the fund balance to drop below the target of 25% of annual expenses identified in the District's Fund Balance/Net Assets Policy. With the proposed rate and fee increases, the fund balance will return to above 25% of total annual expenditures by the end of the five-year plan. Projected fund balance levels are presented on the last page of Exhibit 1.

DOWNERS GROVE SANITARY DISTRICT  
 ANNUAL RESIDENTIAL CHARGES FOR WASTEWATER COLLECTION AND TREATMENT SERVICES

EXHIBIT 3

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Actual	FY 24-25 Budgeted	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
USER CHARGES										
RATE PER 1000 GALS	\$1.70	\$1.80	\$1.95	\$2.05	\$2.25	\$2.75	\$3.25	\$3.75	\$4.25	\$4.75
AVERAGE ANNUAL USAGE	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000	96,000
ANNUAL USER CHARGES	\$163.20	\$172.80	\$187.20	\$196.80	\$216.00	\$264.00	\$312.00	\$360.00	\$408.00	\$456.00
PROPERTY TAXES										
YEAR TAXES PAID	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
MEDIAN ASSESSED VALUE	\$95,680	\$101,120	\$104,575	\$106,940	\$109,290	\$112,569	\$115,946	\$119,424	\$123,007	\$126,697
DISTRICT TAX RATE	0.0398	0.0406	0.0400	0.0393	0.0403	0.0403	0.0403	0.0403	0.0403	0.0403
ANNUAL TAXES PAID	\$38.08	\$41.05	\$41.83	\$42.03	\$44.04	\$45.37	\$46.73	\$48.13	\$49.57	\$51.06
MONTHLY SERVICE FEE										
MONTHLY SERVICE FEE	\$17.00	\$17.00	\$17.00	\$19.00	\$20.00	\$20.00	\$21.00	\$22.00	\$22.00	\$22.00
ANNUAL SERVICE FEE	\$204.00	\$204.00	\$204.00	\$228.00	\$240.00	\$240.00	\$252.00	\$264.00	\$264.00	\$264.00
TOTAL ANNUAL COST	\$405.28	\$417.85	\$433.03	\$466.83	\$500.04	\$549.37	\$610.73	\$672.13	\$721.57	\$771.06
TOTAL MONTHLY COST	\$33.77	\$34.82	\$36.09	\$38.90	\$41.67	\$45.78	\$50.89	\$56.01	\$60.13	\$64.25
ANNUAL PERCENT CHANGE	4.4%	3.1%	3.6%	7.8%	7.1%	9.9%	11.2%	10.1%	7.4%	6.9%
TEN YEAR AVERAGE ANNUAL PERCENT CHANGE	3.2%	3.4%	3.7%	4.3%	4.7%	5.3%	6.1%	6.5%	6.8%	7.1%

DOWNERS GROVE SANITARY DISTRICT  
 FIVE YEAR FINANCIAL PLAN  
 CONSTRUCTION FUND  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 4

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>REVENUES</b>											
Sewer permit fees	\$237,232	\$259,377	\$359,857	\$205,716	\$250,000	\$130,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Interest	9,114	1,564	869	18,362	17,700	28,400	23,100	14,250	8,300	8,350	14,700
Interfund transfer (from General Corporate Fund)							400,000	400,000	400,000	400,000	400,000
ICECF Grant	500,000										
<b>Total Revenues</b>	<b>\$746,346</b>	<b>\$260,941</b>	<b>\$360,726</b>	<b>\$224,078</b>	<b>\$267,700</b>	<b>\$158,400</b>	<b>\$673,100</b>	<b>\$664,250</b>	<b>\$658,300</b>	<b>\$658,350</b>	<b>\$664,700</b>
<b>EXPENSES</b>											
IEPA loan repayment	\$28,807	\$28,807	\$28,807	\$28,807	\$28,900	\$28,807	\$28,900	\$28,900	\$28,900	\$28,900	\$28,900
Gas detection and alarming systems					419,000	40,000	444,000				
Digester gas safety equipment							335,000	164,000			
Biosolids processing/storage improvements					997,500	50,000	447,500	927,500			
Chemical feed system - phosphorus removal								139,000	834,000	417,000	
<b>Total Expenses</b>	<b>\$28,807</b>	<b>\$28,807</b>	<b>\$28,807</b>	<b>\$28,807</b>	<b>\$1,445,400</b>	<b>\$118,807</b>	<b>\$1,255,400</b>	<b>\$1,259,400</b>	<b>\$862,900</b>	<b>\$445,900</b>	<b>\$28,900</b>
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>\$717,539</b>	<b>\$232,134</b>	<b>\$331,919</b>	<b>\$195,271</b>	<b>(\$1,177,700)</b>	<b>\$39,593</b>	<b>(\$582,300)</b>	<b>(\$595,150)</b>	<b>(\$204,600)</b>	<b>\$212,450</b>	<b>\$635,800</b>
<b>Ending Fund Balance</b>	<b>\$1,032,909</b>	<b>\$1,265,043</b>	<b>\$1,596,962</b>	<b>\$1,792,233</b>	<b>\$614,533</b>	<b>\$1,831,826</b>	<b>\$1,249,526</b>	<b>\$654,376</b>	<b>\$449,776</b>	<b>\$662,226</b>	<b>\$1,298,026</b>

## CONSTRUCTION FUND

### Summary

The Construction Fund is intended to provide funds for improvements and expansions to the WWTC. The primary source of revenue to the Construction Fund, sewer permit fees, is directly related to development activity within the District. As development proceeds, sewer permit fees are generated and accumulated to construct WWTC facilities. As of December 31, 2023, there are 35,822 population equivalents of hydraulic capacity remaining on the WWTC. It is not anticipated that the next incremental expansion in capacity, from 11.0 MGD to 12.0 MGD, will be needed during the next five years. Permit fees are projected to continue at historic average levels over the 5-year plan. The plan includes safety and biosolids handling improvements at the WWTC as well as installation of chemical feed systems for phosphorus removal. The plan shows annual transfers from the General Corporate Fund to the Construction Fund starting in FY 2024-25 to ensure sufficient funds are available to complete the above-mentioned projects. The plan for the Construction Fund also envisions the continued accumulation of funds for future improvements, expansions or property acquisition adjacent to the WWTC if such property becomes available for purchase.

### Revenues

1. Sewer permit fees – While collected sewer permit fees for FY 2023-24 were low, these fees are expected to remain at \$250,000 per year on average.
2. Interest – Interest is estimated based on half of the average fund balance each year being invested at an interest rate of 3.0%.
3. Transfers from the General Corporate Fund – Transfers from the General Corporate Fund are planned annually starting in FY 2024-25. The transfers are proposed to reimburse the Construction Fund for planned expenditures which are shown in Exhibit 4 and discussed below. The proposed transfers are insufficient to restore the fund balance completely by the end of the five-year plan. While the amount of the annual fund transfers will be re-evaluated annually, the need for them is expected to continue for many years in order to address the WWTC needs on the list of projects found at the end of this document which are not included in the five-year plan.

### Expenses

1. IEPA loan repayment – Repayments to IEPA associated with ARRA-funded treatment plant projects being repaid from this fund are expected to be \$28,900 per year until the loan principal is fully repaid in 2031.
2. Safety improvements associated with hazards typically found in the wastewater treatment facility were recommended in the Baxter & Woodman code review report which was completed in FY 2022-23. Gas detection and alarming systems for the bar screen building and the digester control buildings were designed in FY 2023-24 and will be installed in FY 2024-25. The addition of digester gas safety equipment and replacement of the waste gas burners are proposed to start in FY 2024-25 and be finished in FY 2025-26.

3. Biosolids processing/storage improvements are proposed starting in FY 2024-25 and finishing in FY 2025-26.
4. A chemical feed system for the addition of phosphorus reducing chemicals is shown to be designed in FY 2025-26 and constructed in FY 2026-27 and FY 2027-28. This is currently a requirement within the WWTC's NPDES permit. It should be noted that this NPDES permit requirement is expected to be modified before construction starts. The Nutrient Implementation Plan which was submitted to the Illinois Environmental Protection Agency by the DuPage River Salt Creek Workgroup (DRSCW) in December 2023 recommended implementation of phosphorus removal be delayed. The tradeoff is that the District would continue to contribute through 2035 to special assessments for restoration projects in the streams and then install facilities to meet a lower phosphorus limit than currently shown in the NPDES permit with startup occurring in 2038 and the limit effective in 2040.

### Fund Balance

The projected Construction Fund balance by April 30, 2025, is expected to be \$1,249,526, which is an anticipated decrease in fund balance of \$582,300 across the fiscal year. Annual interfund transfers are planned to offset expenses and bring the balance up to \$1,298,026 by April 30, 2029, as depicted in Exhibit 4. This balance will be reserved for future improvements and expansions to the WWTC.

DOWNERS GROVE SANITARY DISTRICT  
 FIVE YEAR FINANCIAL PLAN  
 IMPROVEMENT FUND  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 5

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Projected Actual	FY 24-25 Budget	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>REVENUES</b>											
Trunk and lateral sewer service charges	\$57,500	\$107,112	\$130,885	\$133,200	\$90,000	\$20,800	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
Interest	24,628	7,373	1,279	17,135	4,700	15,500	15,400	16,400	12,400	10,900	8,650
Repayments											
Special assessment vouchers								200,000	200,000	200,000	200,000
Interfund transfer (from General Corporate Fund)			275,000	500,000	800,000	800,000	750,000	750,000	750,000	750,000	750,000
<b>Total Revenues</b>	<b>\$82,128</b>	<b>\$114,485</b>	<b>\$407,164</b>	<b>\$650,336</b>	<b>\$894,700</b>	<b>\$836,300</b>	<b>\$855,400</b>	<b>\$1,056,400</b>	<b>\$1,052,400</b>	<b>\$1,050,900</b>	<b>\$1,048,650</b>
<b>EXPENSES</b>											
Unsewered areas											
Planning	\$11,370	\$900	\$119	\$0	\$500	\$0	\$500	\$500	\$500	\$500	\$500
Special assessments								200,000	200,000	200,000	200,000
Lift station improvements											
Centex replacement		39,346	134,071	444,597	304,400	1,042,191					
Venard forcemain partial replacement				7,814	850,000	25,000	845,000				
Wroble forcemain partial replacement							26,000	366,000			
Butterfield replacement								150,000	1,545,000		
College replacement										170,000	1,640,000
IEPA Loan Repayment	93,191	93,191	93,191	93,191	93,200	93,191	93,200	93,200	93,200	93,200	93,200
<b>Total Expenses</b>	<b>\$104,561</b>	<b>\$133,437</b>	<b>\$227,381</b>	<b>\$545,602</b>	<b>\$1,248,100</b>	<b>\$1,160,382</b>	<b>\$964,700</b>	<b>\$809,700</b>	<b>\$1,838,700</b>	<b>\$463,700</b>	<b>\$1,933,700</b>
<b>Excess (Deficiency) of Revenues over Expenses</b>	<b>(\$22,433)</b>	<b>(\$18,952)</b>	<b>\$179,784</b>	<b>\$104,734</b>	<b>(\$353,400)</b>	<b>(\$324,082)</b>	<b>(\$109,300)</b>	<b>\$246,700</b>	<b>(\$786,300)</b>	<b>\$587,200</b>	<b>(\$885,050)</b>
<b>Ending Fund Balance</b>	<b>\$1,139,196</b>	<b>\$1,120,244</b>	<b>\$1,300,027</b>	<b>\$1,404,761</b>	<b>\$1,051,361</b>	<b>\$1,080,679</b>	<b>\$971,379</b>	<b>\$1,218,079</b>	<b>\$431,779</b>	<b>\$1,018,979</b>	<b>\$133,929</b>

## IMPROVEMENT FUND

### Summary

The Improvement Fund is intended to be utilized for sewer system and lift station expansions and improvements. The historic source of revenue for this fund, trunk and lateral sewer service charges, is projected to continue at average levels over the 5-year plan. As development proceeds, charges are generated and accumulated to construct additional system capacity and improvements, as needed. The unsewered area plan does not currently identify any specific capacity needs to serve remaining unsewered areas in the facility planning area. I/I removal generally provides the most cost-effective way of creating system capacity where needed. The plan includes replacements of lift stations and force mains over the next five years. Historically, the plan for the Improvement Fund envisioned the gradual accumulation of funds for future improvements or expansions. The lift station needs, however, are greater than the current revenue to the Improvement Fund can sustain. The plan shows annual transfers from the General Corporate Fund to the Improvement Fund, which started in FY 2021-22, to ensure sufficient funds are available to complete the above-mentioned projects and future sewer system and lift station projects.

### Revenues

1. Trunk and lateral sewer service charges – These charges are projected at \$90,000 annually for the five-year period. Trunk and lateral sewer service charges vary from year to year. While the estimated amount collected in FY 2023-24 is much lower than budgeted, the five year average still remains at \$90,000.
2. Interest – Interest is estimated based on half of the average fund balance each year being invested at an interest rate of 3.0%.
3. Annual repayments from special assessments – These amounts represent reimbursements from special assessment projects for costs advanced by the improvement fund.
4. Transfers from the General Corporate Fund – Annual transfers from the General Corporate Fund were started in FY 2021-22. Transfers of \$750,000 per year are planned across the five-year plan. This is an increase above the \$550,000 per year that was shown in the previous five-year plan. The increase was needed to pay for the lift station replacements. The lift stations which are proposed for replacement are in poor to fair condition. The Butterfield Lift Station replacement project was moved forward a year. The College Lift Station was not in the previous five-year plan.

### Expenses

1. Planning for unsewered areas – The unsewered area plan depicting the locations of proposed sanitary sewers in currently unsewered areas within the District's facility planning area was prepared in FY 2006-07. Historically, this was updated annually. The reduction in unsewered area planning expenses shown in Exhibit 5 between FY 2019-20 and FY 2020-21 reflects shifting the unsewered area plan updates from the District's engineering consultant to District staff. In addition, the District's Sewer Construction staff, who use the plan, have decided that annual updates are not necessary.



2. Special assessments in unsewered areas – The improvement fund advances funds to approved special assessment projects and is then reimbursed by the issuance of vouchers for each special assessment project. Exhibit 5 anticipates limited potential future Special Assessment project activity starting in FY 2025-26.
3. IEPA Loan Repayment – Repayments to IEPA associated with ARRA-funded collection system projects being repaid from this fund are expected to be \$93,200 per year until the loan principal is fully repaid in 2031.
4. Venard Lift Station Force Main Replacement – The budget includes anticipated costs associated with replacing the parallel Venard Lift Station force mains. The older of the two force mains had two breaks in 2020 and one break in 2022. The newer force main had a break in 2021. The design was completed in FY 2022-23 and FY 2023-24, and construction is planned for FY 2024-25.
5. Wroble Lift Station Force Main Replacement – The budget includes anticipated costs associated with replacing a portion of the Wroble Lift Station force main that has had multiple breaks. Design is planned for FY 2024-25, and construction is planned for FY 2025-26.
6. Butterfield Lift Station Replacement – The budget includes anticipated costs associated with replacing the Butterfield Lift Station as it reaches the end of its useful service life. Design is planned for FY 2025-26, and construction is planned for FY 2026-27.
7. College Lift Station Replacement – The budget includes anticipated costs associated with replacing the College Lift Station as it reaches the end of its useful service life. Design is planned for FY 2027-28, and construction is planned for FY 2028-29.

#### Fund Balance

The balance in the improvement fund is projected to be \$133,929 on April 30, 2029. Future expenses for sewer extensions into unsewered areas will be determined based upon the maintenance of an adequate balance in this fund.

DOWNERS GROVE SANITARY DISTRICT  
 FIVE YEAR FINANCIAL PLAN  
 PUBLIC BENEFIT FUND  
 FISCAL YEARS 2024-25 TO 2028-29

EXHIBIT 6

	FY 19-20 Actual	FY 20-21 Actual	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Budget	FY 22-23 Projected Actual	FY 24-25 Budget	FY 25-26 Projected	FY 26-27 Projected	FY 27-28 Projected	FY 28-29 Projected
<b>REVENUES</b>											
Interest	\$856	\$480	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$856	\$480	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>EXPENSES</b>											
Sewer deepening	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Excess (Deficiency) of Revenues over Expenses	\$856	\$480	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ending Fund Balance	\$37,325	\$37,805	\$37,818	\$37,818	\$37,818	\$37,818	\$37,818	\$37,818	\$37,818	\$37,818	\$37,818

## PUBLIC BENEFIT FUND

### Summary

The Public Benefit Fund may only be used to pay for the portion of sewer extensions or sewer special assessments which the Board of Trustees deems to be of benefit to an area larger than the immediate service area. The projected balance in this fund as of April 30, 2024, is \$37,818.

### Revenues

In 2021, money market interest rates had fallen so significantly that the interest earned by Fund 03 investments could not justify staff's bookkeeping expenses. In July of 2021, the District Treasurer transferred the Fund 03 money markets funds to Fund 01 money market funds and the same amount from Fund 01 cash to Fund 03 cash. This essentially reclassified the Fund 03 investment funds to cash. No revenue is shown in the five-year plan.

### Expenses

There are no planned expenses over the duration of the five-year plan.

### Fund Balance

The remaining fund balance at the end of FY 2028-29, projected to be \$37,818, will be available to fund improvements with public benefit.

When this fund is depleted, the tax cap limitation would prevent the District from adopting a tax levy for public benefit without decreasing the general corporate levy for sewer system repairs by an identical amount. As funding of any future public benefit expenditures may be made from the Improvement or General Corporate Funds, it would not be necessary to continue the Public Benefit Fund.

## PROJECTS NOT INCLUDED IN THE PLAN

There are several major projects which have not been included in this financial plan. As these projects may be incorporated into the plan in a future update, they are listed below for reference.

### I. WWTC

#### A. Improvements/Enhancements

1. Capacity expansion from 11.0 MGD to 12.0 MGD and from 12.0 MGD to 15.0 MGD, as needed.
2. Aeration tank feed flow splitter.
3. Nitrogen removal processes.
4. Secondary clarifier feed flow splitter.
5. Additional sludge drying beds.
6. Increase paved area for sludge treatment and storage, included a covered storage area.
7. Composting facility.
8. Improved odor control facilities.
9. Outfall 003 excess flow treatment optimization improvements

#### B. Replacements

1. Influent bar screens.
2. Raw sewage pumps nos. 1 - 5.
3. Excess clarifier sludge scraping equipment.
4. OSEC generator (consider UV disinfection).
5. Motor control centers.
6. Digester covers.

### II. SEWER SYSTEM

- A. Replacement of all portable flow meters (near term).
- B. Permanent flow metering network (long term).
- C. Purchase of sewer grouting equipment.
- D. Garage sized and designed specifically for sewer system program needs.
- E. Replacement or rehabilitation of aging sewers.

### III. LIFT STATIONS

- A. Install odor control equipment at the Butterfield, Centex, College, Liberty Park, Northwest, Venard and Wroble lift stations.
- B. Second NWLS force main crossing under I-355.

### IV. ADMINISTRATION

- A. Relocate office to WWTC site.

DOWNERS GROVE SANITARY DISTRICT  
APPROPRIATION ORDINANCE/BUDGET  
AVAILABLE FOR PUBLIC REVIEW

The Appropriation Ordinance/Budget of the Downers Grove Sanitary District for the fiscal year May 1, 2024 to April 30, 2025 will be considered for adoption at a regular meeting of the Board of Trustees on March 19, 2024 at 7:00 p.m. at the District office. All Board of Trustees meetings are open to the public for in-person attendance. A copy of the proposed Appropriation Ordinance/Budget will be available for public inspection at the District office beginning February 14, 2024. The District office is located at 2710 Curtiss Street, Downers Grove. Office hours are Monday through Friday, 8:00 a.m. to 4:30 p.m. Digital versions of the proposed Appropriation Ordinance and Budget will be available at the following links as well starting on February 14, 2024: Appropriation Ordinance - <https://www.dgsd.org/wp-content/uploads/appord2025draft.pdf> ; Budget - <https://www.dgsd.org/wp-content/uploads/5yrplan2025draft.pdf>

Please contact the District at (630) 969-0664 or <https://www.dgsd.org/contact-us/> with any questions.

DOWNERS GROVE SANITARY DISTRICT  
BUDGET CALENDAR  
FOR PREPARATION OF FISCAL YEAR 2024-25 BUDGET

<u>TASK</u>	<u>COMPLETION DATE</u>	<u>PERSON RESPONSIBLE</u>
1) Prepare and distribute budget calendar.	complete	CS
2) Prepare and distribute blank Department 12 & 15 budget expense spreadsheets	complete	ARU
3) Prepare and distribute blank wage recommendations spreadsheet to supervisors	complete	ARU
4) Submit completed wage recommendations.	complete	SUPERVISORS
5) Submit completed preliminary budget requests.	complete	SUPERVISORS & SAFETY COORD.
6) Completion of DGSD survey re wages and benefits.	complete	ARU
7) Prepare proposed salary schedule for submittal to Board (for increases effective March 31, 2024 and April 1, 2024).	complete	ARU
8) Review salary schedule.	complete	BOARD
9) Review and adjust updated budget requests.	complete	SUPERVISORS/ARU
10) Complete proposed five-year financial plan and appropriation ordinance for submittal to Board.	complete	ARU
11) Initial review of budget documents and authorize publication of availability of appropriation ordinance for public review.	02/13/24	BOARD & STAFF
12) Publish notice that appropriation ordinance is available for public review.	02/15/24	CS
13) Prepare ordinance revisions concerning fees and charges and submit to Board.	03/15/24	ARU
14) Second review of budget documents at regular meeting.	03/19/24	BOARD & STAFF
15) Approve five-year financial plan and adopt appropriation ordinance and ordinance revisions concerning fees and charges.	03/19/24	BOARD
16) Publish appropriation ordinance and user rate ordinance (if applicable).	03/28/24	CS
17) File appropriation ordinance and budget with County Clerk and County Chairman's Office.	04/26/24	CS
18) Prepare levy ordinance and submit to Board.	06/14/24	CS
19) Adopt levy ordinance.	06/18/24	BOARD
20) File levy ordinance with County Clerk and County Chairman's Office.	06/28/24	CS

APPROPRIATION ORDINANCE

AN ORDINANCE MAKING APPROPRIATIONS FOR THE CORPORATE PURPOSES OF THE DOWNERS GROVE SANITARY DISTRICT FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF MAY, A.D. 2024 AND ENDING APRIL THIRTIETH, A.D. 2025.

BE IT ORDAINED by the Downers Grove Sanitary District, a body politic and corporate of the County of DuPage and State of Illinois:

SECTION 1. That the sums hereinafter set forth, or as much thereof as may be authorized by law, be and the same are hereby appropriated for the corporate purposes of the Downers Grove Sanitary District as hereinafter specified, for the fiscal year commencing on the First Day of May, A.D. 2024 and ending on the Thirtieth Day of April, A.D. 2025.

I.	ADMINISTRATION	
	A. Salary and Wages	\$ 1,170,000
	B. Office Oper & Maint Expenses	1,110,000
	C. Vehicles Oper, Maint & Purchase	<u>50,000</u>
		\$2,330,000
II.	WASTEWATER TREATMENT CENTER	
	A. Salary and Wages	\$ 1,740,000
	B. Operation & Maintenance Expenses	4,290,000
	C. Vehicles Oper, Maint & Purchase	<u>160,000</u>
		\$6,190,000
III.	LABORATORY	
	A. Salary and Wages	\$ 340,000
	B. Operation & Maintenance Expenses	310,000
	C. Vehicles Oper, Maint & Purchase	<u>10,000</u>
		\$ 660,000
IV.	COLLECTION SYSTEM	
	A. Salary and Wages	\$ 650,000
	B. Operation & Maintenance Expenses	3,980,000
	C. Vehicles Oper, Maint & Purchase	<u>180,000</u>
		\$4,810,000
V.	LIFT STATIONS	
	A. Salary and Wages	\$ 50,000
	B. Operation & Maintenance Expenses	<u>750,000</u>
		\$800,000
VI.	INSURANCE AND EMPLOYEE BENEFITS	\$1,470,000
	TOTAL OPERATION AND MAINTENANCE	\$16,260,000

CAPITAL IMPROVEMENTS

VII. TREATMENT CENTER/LABORATORY	
A. Renovations to Buildings & Systems	<u>\$ 1,500,000</u>
	\$ 1,500,000
VIII. COLLECTION SYSTEM/LIFT STATIONS	
A. Construction/Upgrading – Sewer system, lift station improvements, unsewered area plan revisions	<u>\$ 1,150,000</u>
	\$ 1,150,000
TOTAL CAPITAL IMPROVEMENTS	\$ 2,650,000
GRAND TOTAL	\$18,910,000

SECTION 2. That the sums hereinafter set forth are estimated receipts and expenditures for the Downers Grove Sanitary District for the fiscal year commencing on the First Day of May, A.D. 2024 and ending on the Thirtieth Day of April, A.D. 2025.

CASH FLOW  
FISCAL YEAR 2024-2025

SEE ATTACHMENT A, attached hereto and made a part of this Ordinance.

RECAPITULATION

1. Total Amount Appropriated..... \$18,910,000
2. Amount of Said Appropriation to be paid from sources other than real estate taxes (tap-in permits, user fees, trunk sewer service fees, Federal and State grants and loans, etc.)..... \$17,436,400
3. Amount of Said Appropriation to be paid from real estate taxes..... \$ 1,473,600

SECTION 3. That the total sum of Eighteen Million Nine Hundred Ten Thousand Dollars (\$18,910,000) is hereby appropriated. It is furthermore provided that all unexpended balances of any item or items of any general appropriation made by this ordinance may be expended in making up any insufficiency in any item or items for the same general purpose or in a like appropriation made by this ordinance.



SECTION 4. This ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.

Passed this 19<sup>th</sup> day of March, A.D. 2024

Recording Vote:

Ayes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Nays: \_\_\_\_\_

Approved this 19<sup>th</sup> day of March, A.D. 2024

BY: \_\_\_\_\_

Acting President, Board of Trustees of Downers Grove  
Sanitary District, DuPage County, Illinois

ATTEST:

\_\_\_\_\_  
Clerk

Recorded this 19<sup>th</sup> day of March, A.D. 2024

ATTACHMENT A

CASH FLOW  
FISCAL YEAR 2024-2025

	<u>General Corporate</u>	<u>Improvement</u>	<u>Construction</u>	<u>Public Benefit</u>
Projected Cash Balance on 5/1/24	<u>\$ 6,495,145</u>	<u>\$ 1,080,679</u>	<u>\$ 1,831,826</u>	<u>\$ 37,818</u>
Receipts:				
Const and Televising Insp Fees	650			
User Fees	9,562,400			
Interest	77,500	15,400	23,100	
Plan Review Fees	500			
Surcharges	474,000			
Permit Insp Fees	19,000			
Sampling Charges	116,000			
Tap-in Fees			250,000	
Trunk and Lateral Sewer Charges		90,000		
Replacement Taxes	120,000			
Real Estate Taxes	1,473,600			
Grease Waste	200,000			
Interfund Transfer	(1,150,000)	750,000	400,000	
Miscellaneous	<u>186,000</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Total Receipts	<u>11,079,650</u>	<u>855,400</u>	<u>673,100</u>	<u>                    </u>
Subtotal	<u>\$ 17,574,795</u>	<u>\$ 1,936,079</u>	<u>\$ 2,504,926</u>	<u>\$ 37,818</u>
Disbursements:				
O & M Budget	16,260,000			
Capital Improvements Budget	<u>                    </u>	<u>1,150,000</u>	<u>1,500,000</u>	<u>0</u>
Total Disbursements	<u>16,260,000</u>	<u>1,150,000</u>	<u>1,500,000</u>	<u>0</u>
Projected Cash Balance on 4/30/25	<u>\$ 1,314,795</u>	<u>\$ 786,079</u>	<u>\$ 1,004,926</u>	<u>\$ 37,818</u>

STATEMENT OF ESTIMATED REVENUES

I, Carly Shaw, Treasurer of the Downers Grove Sanitary District, do hereby state that the above document entitled "Cash Flow, Fiscal Year 2024-2025" indicates an estimate of revenues by source anticipated to be received in Fiscal Year 2024-2025.

DOWNERS GROVE SANITARY DISTRICT

BY: \_\_\_\_\_  
Treasurer

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Amy R. Underwood  
General Manager

FROM: Carly Shaw  
Administrative Supervisor

DATE: February 1, 2024

RE: Administrative Services Progress Report – January 2024

ADMINISTRATIVE

Personnel

Chuck Preen was promoted to Senior Maintenance Mechanic effective January 7, 2024.

The new Maintenance Mechanic will be starting on February 12.

Employee Luncheon

An employee luncheon has been organized for February 29 to be held in the MSB garage.

Reimbursement Program for Sanitary Sewer  
Backups Caused by Public Sanitary Sewer Blockages

There have been no new backups resulting from a mainline blockage since the last update, and as a result, I have not included a new summary.

OSHA Log

As required by the Illinois Department of Labor, the OSHA Form 300A for 2023 has been completed and will be posted from February to April.

Technology Update

We have determined that we are able to fund the payment to BS&A to execute the agreement with them for the new accounting software. The contract is currently under review. Also in review is the contract with Andrews Technology for the new timekeeping system. We will implement the timekeeping system before the accounting software. They anticipate a 4-month turnaround to have timekeeping fully implemented. The accounting software is 12-16 months for implementation.

Concentric continues to provide updates and support for the District. Kazys Motekaitis with Exodus Technologies also provides support to staff for their day-to-day IT needs. Ketul Patel who assisted us with our accounting software is leaving Curtis Martin Group as of February 1. We will be assigned a new representative soon.

## FINANCIAL

### District Property and Liability Insurance

I have met with Mitch Backes of Assured Partners to discuss the Districts insurance packages. He plans to attend the regular March 19 Board meeting in order to provide the Board with the final premium's proposal.

### Economic Interest Statements

The list of employees and officers required to file Economic Interest Statements in 2024 was verified electronically with the County Clerk as required by statute. The Statement will be sent to those individuals by email early March. I will be able to check the filing status on the website.

### Treasurer's Report and Investment Activity

The monthly Treasurer's Report is included separately in the packet each month and detailed investment information (financial institution name, current rate, and dollar amount) is provided on the District's Investment Schedule also provided separately in the packet each month.

We have one CD expiring in the month of February and I am currently reviewing rates to determine if we should allow it to rollover or close it out.

### Annual Audit

I have provided a recommendation for audit services for fiscal years 2023-24, 2024-25, and 2025-26 under separate memo.

cc: AES, JMW, KJR, RTJ, MJS, DM

## USER BILLING SUMMARY

### User Charge System

Billings for January 2024 were as follows:

	User	\$288,494.12
	Surcharge	21,955.79
	Monthly fees	396,200.29
	Total	\$706,650.20
Summer Usage Adjustment		\$0.00
	Billable Flow	128,219,609
	Budgeted Billable Flow	116,215,459
	% Actual/Budgeted Billable Flow	110.33%
	YTD Billable Flow	1,502,495,348
	YTD Budgeted Billable Flow	1,487,565,054
	% Actual/Budgeted Billable Flow	101.00%

The user accounts receivable balance on 1/31/2024 is \$783,195.23 and consists of:

Current charges due 2/15/2024		\$584,564.44
Past due charges and penalty		198,630.79
Total		\$783,195.23

The past due charges represent:

<u>Age</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Totals</u>
30 days past due	\$54,061.05	\$6,419.20	\$60,480.25
60 days past due	29,970.63	5,653.55	35,624.18
90 days & greater past due	89,625.98	12,900.38	102,526.36
Totals	\$173,657.66	\$24,973.13	\$198,630.79

Summary of  
Past Due Charges  
(90 Days and Over)

Five Year Comparison

January

<u>Year</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2024	\$89,625.98	\$12,900.38	\$102,526.36
2023	40,007.16	6,499.14	46,506.30
2022	77,774.61	14,061.89	91,836.50
2021	105,977.30	15,756.19	121,733.49 *
2020	40,668.53	5,110.21	45,778.74 *

\*Includes \$10,462.28 in sewer disconnection costs on 2 accounts plus late fees

Twelve Months Ending January 2024

<u>Month Ending</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
1/31/24	\$89,625.98	\$12,900.38	\$102,526.36
12/31/23	95,040.68	14,211.80	109,252.48
11/30/23	96,576.55	14,657.14	111,233.69
10/31/23	69,307.87	11,140.92	80,448.79
9/30/23	57,856.34	10,171.88	68,028.22
8/30/23	56,820.77	9,871.97	66,692.74
7/31/23	42,973.75	7,253.99	50,227.74
6/30/23	48,202.48	8,745.13	56,947.61
5/31/23	62,672.35	11,351.97	74,024.32
4/30/23	43,089.56	8,905.52	51,995.08
3/31/23	44,200.55	8,970.57	53,171.12
2/28/23	43,221.84	7,436.11	50,657.95

There were 65 accounts scheduled for Pre-Enforcement on January 15, 2024 of which 39 accounts have paid in full and 1 account has made payment arrangements. There are 115 accounts scheduled for Pre-Enforcement for February 15, 2024 of which 7 have already paid in full. We are attempting to schedule water shut off and Show Cause when possible.

To: Amy Underwood, General Manager  
From: Marc Majewski, Operations Supervisor  
Re: Month of January 2024, WWTC Operations Report.  
Date: February 8, 2024

Attached please find detailed operating data and our monthly report to Illinois EPA for January.

Certain highlights of operational activities included:

- Monthly flow: Average daily flows to the plant were 14.22 MGD. Total precipitation at the WWTC was 3.02". There were 6 days of excess flow during the month of January. There were 18 days of discharge over 11 MGD.
- Activated sludge: Good operating performance was observed throughout the month of January. Floc formers are still predominating leading to good solids settling.
- Anaerobic Digesters: Pumped a total of 1,208,313 gallons of primary sludge, 244,687 gallons of TWAS, and 248,111 gallons of waste grease for a total of 1,701,111 gallons pumped to digesters. Total Volatile Solids destruction was calculated at 63.5 % for January.
- Digester gas: Total digester gas production was 5,157,668 cubic feet. 494,081 cubic feet of gas was used for anaerobic digestion heat, and 3,778,997 cubic feet was used in the CHP facilities. 200,605 cubic feet of flared gas was recorded during the month. The Munters dehumidifier used 683,986 cubic feet of gas.
- Biosolids: 75 dry tons of Class A biosolid were distributed in the month of January.
- Electricity: Overall net energy from ComEd was: 124,082 KW-Hrs. Electricity Generated by the CHP system was 297,179 KW-Hrs. Monthly net energy (including natural gas usage) was 180 MW-Hrs for the month of January.

C: AES, JMW, KJR, RTJ, MJS, CS, DM

# Monthly Operations Report Page 1

	WWTC Rainfall	B01 Parshall Flume Flow Max	B01 Parshall Flume Flow Min	B01 Parshall Flume Flow Avg (Daily Total)	A01 Parshall Flume Flow Max	A01 Parshall Flume Flow Avg (Daily Total)	C01 Int Clar #1 Flow Max	C01 Int Clar #1 Flow Avg (Daily Total)	Outfall 003 Flow Max	Outfall 003 Flow Avg (Daily Total)	Total Flow Leaving WWTC Avg (Daily Total)	Total Flow Leaving WWTC Max MGD	002 Outfall Flow Avg (Daily Total)
Date	inches	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD
1/1/2024	0.00	15.53	7.75	10.22	0.00	0.00	0.00	0.00	0.00	0.00	10.22	15.53	0.00
1/2/2024	0.00	15.23	7.02	10.12	0.00	0.00	0.00	0.00	0.00	0.00	10.12	15.23	0.00
1/3/2024	0.00	14.65	6.67	9.54	0.00	0.00	0.00	0.00	0.00	0.00	9.54	14.65	0.00
1/4/2024	0.00	17.08	6.19	8.98	0.00	0.00	0.00	0.00	0.00	0.00	8.98	17.08	0.00
1/5/2024	0.00	12.26	6.11	8.97	0.00	0.00	0.00	0.00	0.00	0.00	8.97	12.26	0.00
1/6/2024	0.01	15.06	6.16	9.51	0.00	0.00	0.00	0.00	0.00	0.00	9.51	15.06	0.00
1/7/2024	0.00	14.89	7.05	9.82	0.00	0.00	0.00	0.00	0.00	0.00	9.82	14.89	0.00
1/8/2024	0.16	15.01	6.28	9.16	0.00	0.00	0.00	0.00	0.00	0.00	9.16	15.01	0.00
1/9/2024	0.41	22.57	6.90	14.78	0.00	0.00	0.00	0.00	0.00	0.00	14.78	22.57	0.00
1/10/2024	0.07	22.46	17.62	19.69	0.00	0.00	0.00	0.00	0.00	0.00	19.69	22.46	0.00
1/11/2024	0.03	20.00	13.21	15.65	0.00	0.00	0.00	0.00	0.00	0.00	15.65	20.00	0.00
1/12/2024	0.62	22.96	11.69	16.21	9.08	0.98	0.00	0.00	0.00	0.00	17.19	32.04	0.73
1/13/2024	0.00	22.77	19.89	20.93	6.81	1.05	0.00	0.00	0.00	0.00	21.98	29.57	0.17
1/14/2024	0.00	20.90	14.70	16.64	0.00	0.00	0.00	0.00	0.00	0.00	16.64	20.90	0.00
1/15/2024	0.00	19.92	11.65	14.67	2.05	0.03	0.00	0.00	0.00	0.00	14.70	21.98	0.00
1/16/2024	0.00	16.13	10.51	13.36	2.30	0.14	0.00	0.00	0.00	0.00	13.50	18.43	0.00
1/17/2024	0.00	15.16	9.31	11.64	0.00	0.00	0.00	0.00	0.00	0.00	11.64	15.16	0.00
1/18/2024	0.01	14.93	8.00	10.68	0.00	0.00	0.00	0.00	0.00	0.00	10.68	14.93	0.00
1/19/2024	0.00	15.38	7.30	10.06	0.00	0.00	0.00	0.00	0.00	0.00	10.06	15.38	0.00
1/20/2024	0.00	14.31	6.95	9.60	0.00	0.00	0.00	0.00	0.00	0.00	9.60	14.31	0.00
1/21/2024	0.00	14.79	5.71	9.52	0.00	0.00	0.00	0.00	0.00	0.00	9.52	14.79	0.00
1/22/2024	0.05	17.59	6.49	9.43	0.00	0.00	0.00	0.00	0.00	0.00	9.43	17.59	0.00
1/23/2024	0.74	21.85	7.14	13.99	0.00	0.00	0.00	0.00	0.00	0.00	13.99	21.85	0.00
1/24/2024	0.33	22.87	11.46	16.96	6.80	0.47	0.00	0.00	0.00	0.00	17.43	29.66	0.15
1/25/2024	0.29	22.69	20.69	20.70	23.81	7.19	0.00	0.00	0.00	0.00	27.89	46.51	5.87
1/26/2024	0.25	23.03	20.95	20.81	31.22	19.70	0.00	0.00	0.00	0.00	40.51	54.25	21.67
1/27/2024	0.01	22.54	20.89	20.78	13.15	7.83	0.00	0.00	0.00	0.00	28.62	35.69	5.95
1/28/2024	0.02	22.60	21.01	20.80	8.26	5.86	0.00	0.00	0.00	0.00	26.67	30.86	3.25
1/29/2024	0.00	22.56	21.02	20.76	2.60	0.07	0.00	0.00	0.00	0.00	20.83	25.17	0.00
1/30/2024	0.02	22.26	14.73	19.11	0.00	0.00	0.00	0.00	0.00	0.00	19.11	22.26	0.00
1/31/2024	0.00	22.18	14.05	17.68	0.00	0.00	0.00	0.00	0.00	0.00	17.68	22.18	0.00
Minimum	0.00	12.26	5.71	8.97	0.00	0.00	0.00	0.00	0.00	0.00	8.97	12.26	0.00
Maximum	0.74	23.03	21.02	20.93	31.22	19.70	0.00	0.00	0.00	0.00	40.51	54.25	21.67
Total	3.02	582.17	355.11	440.78	106.08	43.32	0.00	0.00	0.00	0.00	484.10	688.25	37.78
Average	0.10	18.78	11.45	14.22	3.42	1.40	0.00	0.00	0.00	0.00	15.62	22.20	1.22



## Monthly Operations Report Page 2

	Tertiary Flow	MLSS Avg	Activated Sludge Inventory Lbs MLSS	Activated Sludge SRT Days	15 Minutes Aeration Settling %	30 Minutes Aeration Settling %	60 Minutes Aeration Settling %	Sludge Volume Index	System 1 RAS TSS	System 2 RAS TSS	Dupage River Outfall DO
Date	MGD		LBS	DAYS	mL/L	mL/L	mL/L	mL/g	mg/l	mg/l	mg/l
1/1/2024	10.22		71,232	6.83							
1/2/2024	10.12	2,235	69,351	6.88	43	31	24	138	4,404		9.1
1/3/2024	9.54	2,295	71,206	8.94	48	32	25	139		5,347	8.2
1/4/2024	8.98	2,399	74,431	9.05	45	33	26	136	4,397		8.8
1/5/2024	8.97	2,330	72,270	9.83	48	33	26	142		4,557	
1/6/2024	9.51		72,270	9.79							
1/7/2024	9.82		72,270	9.68							
1/8/2024	9.16	2,242	69,549	9.38	40	29	24	130		4,509	8.7
1/9/2024	14.78	2,268	70,346	9.65	39	30	24	131	4,701		8.6
1/10/2024	19.69	1,850	57,393	4.67	26	19	16	104		7,792	7.8
1/11/2024	15.65	2,072	64,277	5.78	37	26	22	126	4,154		
1/12/2024	16.21	2,386	74,029	9.75		30	24	127		5,090	
1/13/2024	20.93		74,029	9.67							
1/14/2024	16.64		74,029	9.66							
1/15/2024	14.67	2,311	71,692	9.60	51	36	28	158		5,068	9.5
1/16/2024	13.36	2,328	72,208	9.96	50	36	28	151	4,703		9.5
1/17/2024	11.64	2,380	73,823	9.40	52	38	28	159		4,991	9.1
1/18/2024	10.68	2,433	96,903	8.61	61	43	32	175	4,828		
1/19/2024	10.06	2,296	71,243	9.55	40	29	22	126		4,170	
1/20/2024	9.60		71,243	9.55							
1/21/2024	9.52		71,243	9.54							
1/22/2024	9.43	2,332	72,343	10.77	38	29	23	123		4,717	9.2
1/23/2024	13.99	2,339	72,551	8.08	39	28	22	121	5,725		
1/24/2024	16.96	2,360	73,208	8.24	37	27	22	113		4,636	9.0
1/25/2024	20.70	1,761	54,620	6.15	27	20	17	112	4,453		8.2
1/26/2024	20.81	1,759	54,565	4.26						6,727	
1/27/2024	20.78		54,565	4.23							
1/28/2024	20.80		54,565	4.26							
1/29/2024	20.76	1,558	48,337	4.17	24	18	15	114		6,055	8.2
1/30/2024	19.11	1,809	56,111	4.88	29	21	17	116	3,938		8.4
1/31/2024	17.68	1,962	60,876	5.51	29	21	18	109		5,782	9.0
Minimum	8.97	1,558	48,337.35	4.17	23.75	17.75	15.01	103.88	3,938	4,170	7.8
Maximum	20.93	2,433	96,903.21	10.77	61.39	42.67	31.74	175.25	5,725	7,792	9.5
Total	440.78	47,703	2,116,777.76	246.33	801.71	608.00	482.60	2,749.56	41,303	69,441	131.3
Average	14.22	2,168	68,283.16	7.95	40.15	29.00	23.00	130.95	4,589	5,342	8.8

## Monthly Operations Report Page 3

	Tertiary Flow	Influent BOD 5	Primary Clarifier BOD 5	Intermediate Clarifier CBOD 5	Tertiary Effluent CBOD 5	Tertiary Effluent CBOD 5 Load	BOD 5 Removal %	Ambient Air Temp Min	Ambient Air Temp Max	Influent Flow Temp
Date	MGD	mg/l	mg/l	mg/l	mg/l		%	Deg F	Deg F	Deg F
1/1/2024	10.22	178			0.8	68	99.0	28	34	
1/2/2024	10.12	287	110	2.7	1.0	84	99.2	27	41	56.9
1/3/2024	9.54	230			1.4	111	98.8	32	37	56.8
1/4/2024	8.98	256	118	2.8	1.4	105	98.9	26	41	56.5
1/5/2024	8.97							25	39	
1/6/2024	9.51							31	35	
1/7/2024	9.82							32	36	
1/8/2024	9.16	260	106		2.0	153	99.0	31	38	56.7
1/9/2024	14.78	215	136	4.0	2.0	246	98.0	34	36	56.5
1/10/2024	19.69	166	89		3.1	509	96.5	31	35	55.4
1/11/2024	15.65	156	91		1.5	196	97.7	26	37	55.7
1/12/2024	16.21	150						30	37	
1/13/2024	20.93	118						1	34	
1/14/2024	16.64							-4	1	
1/15/2024	14.67	142	77		1.1	135	98.7	-4	4	55.1
1/16/2024	13.36	159	89	3.3	0.8	89	98.6	-4	6	53.2
1/17/2024	11.64	201	89		1.1	107	98.6	2	22	54.5
1/18/2024	10.68	238	108	3.1	0.8	71	98.7	12	34	54.5
1/19/2024	10.06							4	18	
1/20/2024	9.60							4	22	
1/21/2024	9.52							-2	23	
1/22/2024	9.43	210	58		1.4	110	98.8	22	35	54.5
1/23/2024	13.99	215	95	3.4	2.0	233	98.5	34	39	54.5
1/24/2024	16.96	142	55		2.8	396	97.1	35	41	54.6
1/25/2024	20.70	112	86	3.4			97.9	37	42	52.2
1/26/2024	20.81	78						38	43	
1/27/2024	20.78	105						37	41	
1/28/2024	20.80	92						35	41	
1/29/2024	20.76	137	80		1.8	312	97.7	31	39	51.4
1/30/2024	19.11	132	106	2.6	1.4	223	98.3	37	42	51.6
1/31/2024	17.68	156	62		1.4	206	98.7	36	40	51.9
Minimum	8.97	78	55	2.6	0.80	68	96.5	-4	1	51.4
Maximum	20.93	287	136	4.0	3.10	509	99.2	38	43	56.9
Total	440.78	4,135	1,555	25.3	27.80	3,355	1,868.7	983	1,014	982.5
Average	14.22	172	91	3.2	1.54	186	98.4	23	33	54.6

## Monthly Operations Report Page 4

	Tertiary Flow	Influent TSS	Primary Clarifier TSS	Intermediate Clarifier TSS	Tertiary Effluent TSS	Tertiary Effluent TSS Load	TSS Removal %	Influent pH	Primary Clarifier pH	Tertiary Effluent pH	Intermediate pH
Date	MGD	mg/l	mg/l	mg/l	mg/l	lbs/day	%	SU	SU	SU	SU
1/1/2024	10.22	200			0.4	34	99.8	7.7		7.5	
1/2/2024	10.12	244	75	4.8	0.4	34	99.8	7.8	7.6	7.3	7.5
1/3/2024	9.54	216			0.4	32	99.8	7.7	7.7	7.2	7.5
1/4/2024	8.98	204	88	5.2	0.7	52	99.7	7.8	7.7	7.2	7.4
1/5/2024	8.97	240			0.4	30	99.8	7.8	7.6	7.2	7.5
1/6/2024	9.51	248			0.8	63	99.7				
1/7/2024	9.82	180			0.8	66	99.6				
1/8/2024	9.16	200	75		0.7	53	99.7	7.7	7.6	7.3	7.3
1/9/2024	14.78	184	120	9.4	1.6	197	99.1	7.7	7.7	7.1	7.2
1/10/2024	19.69	130	67		2.3	378	98.2	7.8	7.6	7.2	7.4
1/11/2024	15.65	110	55	6.6	0.9	117	99.2	7.9	7.8	7.3	7.4
1/12/2024	16.21	132			0.8	108	99.4	7.9	7.8	7.3	7.5
1/13/2024	20.93	88			1.4	244	98.4				
1/14/2024	16.64	176			0.9	125	99.5				
1/15/2024	14.67	152	67		0.7	86	99.5	7.9	7.9	7.5	7.5
1/16/2024	13.36	152	62	6.4	0.8	89	99.5	7.9	8.0	7.3	7.4
1/17/2024	11.64	192	47		0.6	58	99.7	7.8	7.8	7.3	7.4
1/18/2024	10.68	178	54	0.7	0.7	62	99.6	7.8	7.8	7.3	7.4
1/19/2024	10.06	180			0.5	42	99.7	7.9	7.8	7.4	
1/20/2024	9.60	172			0.7	56	99.6				
1/21/2024	9.52	180			0.7	56	99.6				
1/22/2024	9.43	200	27		0.8	63	99.6	7.8	7.6	7.3	7.3
1/23/2024	13.99	213	106	7.8	1.2	140	99.4	7.6	7.8	7.2	7.2
1/24/2024	16.96	136	42		1.7	240	98.8	7.8	7.8	7.3	7.3
1/25/2024	20.70	104	87	8.4	1.5	259	98.6	7.8	7.7	7.3	7.0
1/26/2024	20.81	76			1.4	243	98.2	7.7	7.8	7.4	7.4
1/27/2024	20.78	92			0.9	156	99.0				
1/28/2024	20.80	84			1.0	173	98.8				
1/29/2024	20.76	116	62		1.1	190	99.1	7.8	7.8	7.4	7.6
1/30/2024	19.11	120	54	6.4	1.1	175	99.1	7.9	8.0	7.4	7.5
1/31/2024	17.68	120	42		0.5	74	99.6	7.9	7.9	7.4	7.6
Minimum	8.97	76	27	0.7	0.4	30	98.2	7.6	7.6	7.1	7.0
Maximum	20.93	248	120	9.4	2.3	378	99.8	7.9	8.0	7.5	7.6
Total	440.78	5,019	1,130	55.7	28.4	3,697	3,078.9	179.4	170.8	168.1	155.3
Average	14.22	162	66	6.2	0.9	119	99.3	7.8	7.8	7.3	7.4

# MONTHLY OPERATIONS REPORT PAGE 5

	Tertiary Flow	Influent Ammonia-N	Tertiary Effluent Ammonia-N	Tertiary Effluent Ammonia-N Load	Chlorine Residual	Fecal Coliform
Date	MGD	mg/l	mg/l	lbs/day	mg/l	col/100ml
1/1/2024	10.22	12.21	0.10	8.5		
1/2/2024	10.12	16.72	0.10	8.4		
1/3/2024	9.54	16.60	0.15	11.9		
1/4/2024	8.98	15.15	0.02	1.5		
1/5/2024	8.97					
1/6/2024	9.51					
1/7/2024	9.82	12.22	0.10	8.2		
1/8/2024	9.16	14.76	0.10	7.6	0.015	
1/9/2024	14.78	10.32	0.59	72.7	0.015	
1/10/2024	19.69	7.64	1.10	180.6	0.015	
1/11/2024	15.65	9.30	0.66	86.1		
1/12/2024	16.21				0.015	
1/13/2024	20.93				0.015	
1/14/2024	16.64	5.82	0.14	19.4		
1/15/2024	14.67	10.62	0.31	37.9		
1/16/2024	13.36	14.76	0.10	11.1		
1/17/2024	11.64	15.62	1.37	133.0		
1/18/2024	10.68	16.74	0.10	8.9		
1/19/2024	10.06					
1/20/2024	9.60					
1/21/2024	9.52	14.95	0.10	7.9		
1/22/2024	9.43	23.39	0.17	13.4		
1/23/2024	13.99	14.65	0.82	95.7	0.015	
1/24/2024	16.96	6.10	0.50	70.7	0.015	
1/25/2024	20.70	5.57	0.62	107.0	0.015	
1/26/2024	20.81					
1/27/2024	20.78					
1/28/2024	20.80	3.44	0.16	27.8		
1/29/2024	20.76	7.00	1.40	242.4	0.015	
1/30/2024	19.11	7.20	1.32	210.3	0.015	
1/31/2024	17.68	8.73	2.02	297.9	0.015	
Minimum	8.97	3.44	0.02	1.5	0.015	
Maximum	20.93	23.39	2.02	297.9	0.015	
Total	440.78	269.51	12.05	1,669.3	0.150	
Average	14.22	11.72	0.52	72.6	0.015	

## SLUDGE DATA

Primary Sludge	TS	2.56 %	1,208,313 Gallons
WAS to Thickener	TS	2.40 %	636,270 Gallons
TWAS to Digester 4	TS	6.47 %	244,687 Gallons
Hauled Grease to Digs	TS	7.40 %	248,111 Gallons

## Anaerobically Digested Sludge Pumping

to Drying Beds	TS	2.45 %	215,040 Gallons
to BFP	TS	2.38 %	835,659 Gallons
to Lagoons	TS	%	Gallons
Total			1,050,699 Gallons

VS Destruction 63.5 %

## Biosolids Disposal

Class A Distribution	Jan	75 Dry Tons
Class B Hauling	Jan	Dry Tons
Total	Jan	75 Dry Tons
Class A Distribution	YTD	75 Dry Tons
Class B Hauling	YTD	Dry Tons
Total	YTD	75 Dry Tons

## ENERGY DATA

Total Digester Gas Production	5,157,668 SCF
Gas Volume per Volatile Solids Load	11.3 Cu.Ft./Lb.

## Digester Gas Utilization

Heat Exchangers	494,081 SCF
Dehumidification	683,986 SCF
CHP	3,778,997 SCF
Total	4,957,063 SCF

## Digester Gas Flared

200,605 SCF

## Natural Gas Consumed

WWTC	39,233 SCF
MSB	73,300 SCF
Chemical Feed	66,900 SCF
5006 Walnut	18,767 SCF

Kilowatt-hours Generated CHP	297,179 KWH
Net energy from Comed	124,082 KWH
Monthly net energy	180 MWH

## MISCELLANEOUS

Grit Removal	Jan	20 Cu. Yds
Grit Removal	YTD	20 Cu. Yds
Anaerobic Supernate		604,644 Gallons
Waste Activated Sludge		201,408 Gals/Day
City Water Consumed		16,257 Gallons

## Monthly Operations Report Page 6

	Tertiary Flow	Influent Phosphorus	Tertiary Effluent Phosphorus	Influent Phosphorus Load	Tertiary Effluent Phosphorus Load	Phosphorus Removal %	Influent Nitrogen	Tertiary Effluent Nitrogen	Influent Nitrogen Load	Tertiary Effluent Nitrogen Load	Nitrogen Removal %	Tertiary Effluent Nitrate Grab
Date	MGD	mg/l	mg/l	lbs/day	lbs/day	%	mg/l	mg/l	lbs/day	lbs/day	%	mg/l
1/1/2024	10.22											
1/2/2024	10.12											
1/3/2024	9.54											
1/4/2024	8.98											
1/5/2024	8.97											
1/6/2024	9.51											
1/7/2024	9.82											
1/8/2024	9.16						31.4	16.6	2,437.3	1,267.8	48.0	
1/9/2024	14.78											
1/10/2024	19.69	2.72	1.67	437.5	274.2	38.6						
1/11/2024	15.65											10.25
1/12/2024	16.21											
1/13/2024	20.93											
1/14/2024	16.64											
1/15/2024	14.67	2.44	0.91	322.0	111.3	62.7						
1/16/2024	13.36											
1/17/2024	11.64											
1/18/2024	10.68											18.84
1/19/2024	10.06											
1/20/2024	9.60											
1/21/2024	9.52											
1/22/2024	9.43	4.77	2.32	383.0	182.4	51.4						
1/23/2024	13.99											
1/24/2024	16.96											
1/25/2024	20.70											10.14
1/26/2024	20.81											
1/27/2024	20.78											
1/28/2024	20.80											
1/29/2024	20.76	1.95	0.83	372.0	143.7	57.4						
1/30/2024	19.11											
1/31/2024	17.68											
Minimum	8.97	1.95	0.83	322.0	111.3	38.6	31.4	16.6	2,437.3	1,267.8	48.0	10.14
Maximum	20.93	4.77	2.32	437.5	274.2	62.7	31.4	16.6	2,437.3	1,267.8	48.0	18.84
Total	440.78	11.88	5.73	1,514.5	711.7	210.1	31.4	16.6	2,437.3	1,267.8	48.0	39.23
Average	14.22	2.97	1.43	378.6	177.9	52.5	31.4	16.6	2,437.3	1,267.8	48.0	13.08

**DMR Copy of Record**

<b>Permit</b>			
<b>Permit #:</b>	<b>IL0028380</b>	<b>Permittee:</b>	DOWNERS GROVE SANITARY DISTRICT
<b>Major:</b>	Yes	<b>Permittee Address:</b>	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
<b>Permitted Feature:</b>	001 External Outfall	<b>Discharge:</b>	<b>001-0</b> COMBINED DISCHARGE FROM A01, B01, & C01
<b>Facility:</b>	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
<b>Facility Location:</b>	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

<b>Report Dates &amp; Status</b>			
<b>Monitoring Period:</b>	From 01/01/24 to 01/31/24	<b>DMR Due Date:</b>	02/25/24
<b>Status:</b>	NetDMR Validated		

**Considerations for Form Completion**  
W0430300002 : NUMBER OF DAYS OF DISCHARGE.COMBINED OUTFALLS: A01-MIXING CHAMBER DISCHARGE TO E BR OF DUPAGE RIVER-EFFECTIVE WHEN FLOWS TO TRT PLT ARE GREATER THAN 22 MGD & EXCESS FLOW FAC IS IN OPERATION. 002 BECOMES OPERATIONAL WHEN 001, A01,& B01 EXCEED 30 MGD.

<b>Principal Executive Officer</b>			
<b>First Name:</b>	Amy	<b>Title:</b>	General Manager
<b>Last Name:</b>	Underwood	<b>Telephone:</b>	630-969-0664

**No Data Indicator (NODI)**  
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading				Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type		
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample					=	8.8	=	8.2	=	7.5	19 - mg/L	0	03/DW - 3 Days Every Week DL/DS - Daily When Discharging	GR - GRAB GR - GRAB
					Permit Req.											Req Mon MO AV MN Req Mon MN WK AV Req Mon DAILY MN			
					Value NODI														
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample					=	5.8	=	9.4	19 - mg/L	0	23/30 - 23 Per Month DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.														<= 30.0 MO AVG <= 45.0 WKLY AVG
					Value NODI														
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.1	=	7.6	12 - SU	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.														>= 6.0 MINIMUM <= 9.0 MAXIMUM
					Value NODI														
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample					=	2.6	=	6.2	19 - mg/L	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.														<= 30.0 MO AVG <= 45.0 WKLY AVG
					Value NODI														
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample					=	0.73	=	2.52	19 - mg/L	0	05/DW - 5 Days Every Week DL/DS - Daily When Discharging	CP - COMPOS GR - GRAB		
					Permit Req.														Req Mon MO AVG Req Mon DAILY MX
					Value NODI														
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample					=	1.25	=	2.32	19 - mg/L	0	09/30 - Nine Per Month DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.														Req Mon MO AVG Req Mon DAILY MX
					Value NODI														
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample					=	0.13			19 - mg/L	0	13/30 - 13 Per Month DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.														<= 0.75 MO AVG
					Value NODI														
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample					=	20.0			13 - #/100mL	0	06/30 - Six Per Month DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.														<= 400.0 DAILY MX 13 - #/100mL
					Value NODI														
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=	446.32	80 - Mgal/mo						0	99/99 - Continuous 99/99 - Continuous			
					Permit Req.			Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI														

**Submission Note**  
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

**Edit Check Errors**  
No errors.

**Comments**  
31 days of discharge. 6 days combined with A01 and zero days combined with C01.

**Attachments**  
No attachments.  
**Report Last Saved By**  
DOWNERS GROVE SANITARY DISTRICT

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:05 (Time Zone: -06:00)

***Report Last Signed By***

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

DMR Copy of Record

<b>Permit</b>			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	002 External Outfall	Discharge:	002-0 MIXING CHAMBER OVERFLOW TO ST JOSEPH CRK
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

<b>Report Dates &amp; Status</b>			
Monitoring Period:	From 01/01/24 to 01/31/24	DMR Due Date:	02/25/24
Status:	NetDMR Validated		

**Considerations for Form Completion**  
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

<b>Principal Executive Officer</b>			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

**No Data Indicator (NODI)**  
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type				
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units		
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample						=	7.5				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.											Req Mon DAILY MN				19 - mg/L	
					Value NODI																
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample						=	13.7				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L						
					Value NODI																
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.3				12 - SU	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						>=	6.0 MINIMUM	<=	9.0 MAXIMUM	12 - SU						
					Value NODI																
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample						=	9.8				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L						
					Value NODI																
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample						=	2.52				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.											Req Mon DAILY MX				19 - mg/L	
					Value NODI																
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample						=	1.07				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.											Req Mon MO AVG				Req Mon DAILY MX	19 - mg/L
					Value NODI																
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample						=	0.31				19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	0.75 MO AVG				19 - mg/L					
					Value NODI																
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample						=	20.0				13 - #/100mL	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.						<=	400.0 DAILY MX				13 - #/100mL					
					Value NODI																
82220	Flow, total	1 - Effluent Gross	0	--	Sample						=	37.78				80 - Mgal/mo	0	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.											Req Mon MO TOTAL				80 - Mgal/mo	
					Value NODI																

**Submission Note**  
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

**Edit Check Errors**  
No errors.

**Comments**  
6 days of discharge.

**Attachments**  
No attachments.

**Report Last Saved By**  
DOWNERS GROVE SANITARY DISTRICT

User: reeseberry



Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:12 (Time Zone: -06:00)

***Report Last Signed By***

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

**DMR Copy of Record**

<b>Permit</b>			
<b>Permit #:</b>	<b>IL0028380</b>	<b>Permittee:</b>	DOWNERS GROVE SANITARY DISTRICT
<b>Major:</b>	Yes	<b>Permittee Address:</b>	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
<b>Permitted Feature:</b>	003 External Outfall	<b>Discharge:</b>	<b>003-0</b> EXCESS FLOW TO ST JOSEPH CREEK
<b>Facility:</b>	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
<b>Facility Location:</b>	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

<b>Report Dates &amp; Status</b>			
<b>Monitoring Period:</b>	From 01/01/24 to 01/31/24	<b>DMR Due Date:</b>	02/25/24
<b>Status:</b>	NetDMR Validated		

**Considerations for Form Completion**  
W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

<b>Principal Executive Officer</b>			
<b>First Name:</b>	Amy	<b>Title:</b>	General Manager
<b>Last Name:</b>	Underwood	<b>Telephone:</b>	630-969-0664

**No Data Indicator (NODI)**  
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type								
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units						
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	0	--	Sample												Req Mon DAILY MN	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB					
					Permit Req.												C - No Discharge								
					Value NODI																				
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample												<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.																				
					Value NODI													C - No Discharge		C - No Discharge					
00400	pH	1 - Effluent Gross	0	--	Sample												>=	6.0 MINIMUM		<=	9.0 MAXIMUM	12 - SU	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample													<=	30.0 MO AVG	<=	45.0 WKLY AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI														C - No Discharge		C - No Discharge				
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample																Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.																				
					Value NODI																C - No Discharge				
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample																Req Mon MO AVG	Req Mon DAILY MX	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.																				
					Value NODI																C - No Discharge	C - No Discharge			
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample																<=	0.75 MO AVG	19 - mg/L	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.																				
					Value NODI																	C - No Discharge			
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample																<=	400.0 DAILY MX	13 - #/100mL	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.																				
					Value NODI																	C - No Discharge			
82220	Flow, total	1 - Effluent Gross	0	--	Sample																				
					Permit Req.																	Req Mon MO TOTAL	80 - Mgal/mo	DL/DS - Daily When Discharging	
					Value NODI																	C - No Discharge			

**Submission Note**  
If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

**Edit Check Errors**  
No errors.

**Comments**

**Attachments**  
No attachments.

**Report Last Saved By**  
DOWNERS GROVE SANITARY DISTRICT  
User: reeseberry

Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:13 (Time Zone: -06:00)

***Report Last Signed By***

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

## DMR Copy of Record

<b>Permit</b>			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	A01 External Outfall	Discharge:	A01-0 EXCESS FLOW FROM EXCESS FLOW CLARIFIERS
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

### Report Dates & Status

Monitoring Period:	From 01/01/24 to 01/31/24	DMR Due Date:	02/25/24	Status:	NetDMR Validated
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### Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

### Principal Executive Officer

First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

### No Data Indicator (NODI)

Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading				Quality or Concentration				# of Ex.	Frequency of Analysis	Sample Type				
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2				Value 2	Qualifier 3	Value 3	Units
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	56.4	19 - mg/L	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	39.0	19 - mg/L	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample								=	5.12	19 - mg/L	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample							=	1.42	19 - mg/L	DL/DS - Daily When Discharging DL/DS - Daily When Discharging	GR - GRAB GR - GRAB			
					Permit Req.													Req Mon MO AVG	19 - mg/L
					Value NODI														
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=	43.32	80 - Mgal/mo							DL/DS - Daily When Discharging DL/DS - Daily When Discharging	CN - CONTIN CN - CONTIN		
					Permit Req.			Req Mon MO TOTAL	80 - Mgal/mo										
					Value NODI														

### Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

### Edit Check Errors

No errors.

### Comments

6 days of discharge. Event 1: 1-12-24 to 1-13-24, discharging for 17.1 hours. 0.62 inches of rain over 15 hours. B01 flow rate at A01 start time: 16,862 gpm. Event 2: 1-24-24 to 1-29-24, discharging for 97 hours. 1.61 inches of rain over 58 hours plus 6"-9" of snow melt during this time. B01 flow rate at A01 start time: 16,872 gpm.

### Attachments

No attachments.

### Report Last Saved By

#### DOWNERS GROVE SANITARY DISTRICT

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:18 (Time Zone: -06:00)

### Report Last Signed By

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

DMR Copy of Record

<b>Permit</b>			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	B01 External Outfall	Discharge:	B01-0 MIXING CHAMBER DISCHARGE TO THE E BRANCH DUPAGE RVR
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

<b>Report Dates &amp; Status</b>			
Monitoring Period:	From 01/01/24 to 01/31/24	DMR Due Date:	02/25/24
Status:	NetDMR Validated		

Considerations for Form Completion  
W0430300002 ; DMF LOAD LIMITS DISPLAYED.

<b>Principal Executive Officer</b>			
First Name:	Amy	Title:	General Manager
Last Name:	Underwood	Telephone:	630-969-0664

No Data Indicator (NODI)  
Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type			
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units	
00011	Temperature, water deg. fahrenheit	1 - Effluent Gross	0	--	Sample						=	53.6				15 - deg F	0	01/30 - Monthly	GR - GRAB	
					Permit Req.											Req Mon MO MAX		15 - deg F	01/30 - Monthly	GR - GRAB
					Value NODI															
00300	Oxygen, dissolved [DO]	1 - Effluent Gross	1	--	Sample					=	8.8	=	8.4	=	7.8	19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB	
					Permit Req.					>=	5.5 MO AV MN	>=	4.0 MN WK AV	>=	3.5 DAILY MN	19 - mg/L		02/DA - 2 Days Every Week	GR - GRAB	
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample					=	7.1			=	7.5	12 - SU	0	05/DW - 5 Days Every Week	GR - GRAB	
					Permit Req.					>=	6.0 MINIMUM			<=	9.0 MAXIMUM	12 - SU		02/DA - 2 Days Every Week	GR - GRAB	
					Value NODI															
00410	Alkalinity, total [as CaCO3]	1 - Effluent Gross	0	--	Sample									=	160.0	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.											Req Mon DAILY MX		19 - mg/L	01/30 - Monthly	CP - COMPOS
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample	=	119.27	=	377.61	26 - lb/d		=	0.9	=	2.3	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.	<=	2202.0 MO AVG	<=	4404.0 DAILY MX	26 - lb/d		<=	12.0 MO AVG	<=	24.0 DAILY MX	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS	
					Value NODI															
00600	Nitrogen, total [as N]	1 - Effluent Gross	0	--	Sample									=	16.6	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.											Req Mon DAILY MX		19 - mg/L	01/30 - Monthly	CP - COMPOS
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample	=	72.58	=	297.91	26 - lb/d		=	0.52	=	2.02	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.	<=	734.0 MO AVG	<=	1376.0 DAILY MX	26 - lb/d		<=	4.0 MO AVG	<=	7.5 DAILY MX	19 - mg/L		02/DA - 2 Days Every Week	CP - COMPOS	
					Value NODI															
00625	Nitrogen, Kjeldahl, total [as N]	1 - Effluent Gross	0	--	Sample									<	1.0	19 - mg/L	0	01/30 - Monthly	CP - COMPOS	
					Permit Req.											Req Mon DAILY MX		19 - mg/L	01/30 - Monthly	CP - COMPOS
					Value NODI															
00630	Nitrite + Nitrate total [as N]	1 - Effluent Gross	0	--	Sample									=	16.6	19 - mg/L	0	01/30 - Monthly	CA - CALCTD	
					Permit Req.											Req Mon DAILY MX		19 - mg/L	01/30 - Monthly	CA - CALCTD
					Value NODI															

CP -

00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample	=	1.43	=	2.32	19 - mg/L	0	04/30 - Four Per Month	COMPOS							
					Permit Req.			Req Mon MO AVG		Req Mon DAILY MX		01/30 - Monthly	CP - COMPOS							
					Value NODI															
00666	Phosphorus, dissolved	1 - Effluent Gross	0	--	Sample	=	1.27	=	1.64	19 - mg/L	0	02/30 - Twice Per Month	CP - COMPOS							
					Permit Req.			Req Mon MO AVG		Req Mon DAILY MX		01/30 - Monthly	CP - COMPOS							
					Value NODI															
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample				285.0	19 - mg/L	0	01/30 - Monthly	GR - GRAB							
					Permit Req.					Req Mon DAILY MX		01/30 - Monthly	GR - GRAB							
					Value NODI															
30500	Coliform, fecal - % samples exceeding limit	1 - Effluent Gross	0	--	Sample															
					Permit Req.				<=	10.0 MAXIMUM	23 - %									
					Value NODI							9 - Conditional Monitoring - Not Required This Period								
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	14.22	=	20.93				99/99 - Continuous							
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX		03 - MGD		0	99/99 - Continuous						
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	1	--	Sample					<=	0.015	19 - mg/L	CL/OC - Chlorination/Occurances	GR - GRAB						
					Permit Req.						<=	0.05 DAILY MX	19 - mg/L	0	CL/OC - Chlorination/Occurances	GR - GRAB				
					Value NODI															
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample	=	186.41	=	508.95	26 - lb/d			=	1.5	=	3.1	19 - mg/L	0	04/07 - Four Per Week	CP - COMPOS
					Permit Req.	<=	1835.0 MO AVG	<=	3670.0 DAILY MX	26 - lb/d			<=	10.0 MO AVG	<=	20.0 DAILY MX	19 - mg/L	0	02/DA - 2 Days Every Week	CP - COMPOS
					Value NODI															

**Submission Note**

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

**Edit Check Errors**

No errors.

**Comments**

**Attachments**

No attachments.

**Report Last Saved By**

**DOWNERS GROVE SANITARY DISTRICT**

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:24 (Time Zone: -06:00)

**Report Last Signed By**

User: reeseberry  
Name: Dorrance Berry  
E-Mail: rberry@dgsd.org  
Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

## DMR Copy of Record

<b>Permit</b>			
Permit #:	IL0028380	Permittee:	DOWNERS GROVE SANITARY DISTRICT
Major:	Yes	Permittee Address:	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515
Permitted Feature:	C01 External Outfall	Discharge:	C01-0 EXCESS FLOW FROM INTERMEDIATE CLARIFIER #1
Facility:	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER		
Facility Location:	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515		

### Report Dates & Status

Monitoring Period:	From 01/01/24 to 01/31/24	DMR Due Date:	02/25/24	Status:	NetDMR Validated
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### Considerations for Form Completion

W0430300002 ; NUMBER OF DAYS OF DISCHARGE:CS

### Principal Executive Officer

First Name:	Amy	Title:	General Manager	Telephone:	630-969-0664
Last Name:	Underwood				

### No Data Indicator (NODI)

Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type			
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units	
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample												DL/DS - Daily When Discharging	GR - GRAB		
					Permit Req.											Req Mon DAILY MX			19 - mg/L	
					Value NODI											C - No Discharge				
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample											DL/DS - Daily When Discharging	GR - GRAB			
					Permit Req.													Req Mon DAILY MX	19 - mg/L	
					Value NODI													C - No Discharge		
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample											DL/DS - Daily When Discharging	GR - GRAB			
					Permit Req.													Req Mon DAILY MX	19 - mg/L	
					Value NODI													C - No Discharge		
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample											DL/DS - Daily When Discharging	GR - GRAB			
					Permit Req.													Req Mon MO AVG	Req Mon DAILY MX	19 - mg/L
					Value NODI													C - No Discharge	C - No Discharge	
82220	Flow, total	1 - Effluent Gross	0	--	Sample											DL/DS - Daily When Discharging	CN - CONTIN			
					Permit Req.													Req Mon MO TOTAL	80 - Mgal/mo	
					Value NODI													C - No Discharge		

### Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

### Edit Check Errors

No errors.

### Comments

### Attachments

No attachments.

### Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:24 (Time Zone: -06:00)

### Report Last Signed By

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)

## DMR Copy of Record

### Permit

<b>Permit #:</b>	IL0028380	<b>Permittee:</b>	DOWNERS GROVE SANITARY DISTRICT	<b>Facility:</b>	DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
<b>Major:</b>	Yes	<b>Permittee Address:</b>	2710 CURTISS STREET PO BOX 1412 DOWNERS GROVE, IL 60515	<b>Facility Location:</b>	5003 WALNUT AVENUE DOWNERS GROVE, IL 60515
<b>Permitted Feature:</b>	INF Influent Structure	<b>Discharge:</b>	INF-L INFLUENT MONITORING		

### Report Dates & Status

<b>Monitoring Period:</b>	From 01/01/24 to 01/31/24	<b>DMR Due Date:</b>	02/25/24	<b>Status:</b>	NetDMR Validated
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### Considerations for Form Completion

W0430300002

### Principal Executive Officer

<b>First Name:</b>	Amy	<b>Title:</b>	General Manager	<b>Telephone:</b>	630-969-0664
<b>Last Name:</b>	Underwood				

### No Data Indicator (NODI)

Form NODI: --

Code	Parameter Name	Monitoring Location	Season #	Param. NODI	Quantity or Loading					Quality or Concentration					# of Ex.	Frequency of Analysis	Sample Type		
					Qualifier 1	Value 1	Qualifier 2	Value 2	Units	Qualifier 1	Value 1	Qualifier 2	Value 2	Qualifier 3				Value 3	Units
00310	BOD, 5-day, 20 deg. C	G - Raw Sewage Influent	0	--	Sample						=	172.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS	
					Permit Req.										Req Mon MO AVG				19 - mg/L
					Value NODI														
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample						=	162.0			19 - mg/L	0	09/99 - See Permit	CP - COMPOS	
					Permit Req.										Req Mon MO AVG				19 - mg/L
					Value NODI														
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample						=	31.4		19 - mg/L	0	01/30 - Monthly	CP - COMPOS		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample						=	4.77		19 - mg/L	0	04/30 - Four Per Month	CP - COMPOS		
					Permit Req.													Req Mon DAILY MX	19 - mg/L
					Value NODI														
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	14.73	=	23.12	03 - MGD						0	99/99 - Continuous		
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD									
					Value NODI														

### Submission Note

If a parameter row does not contain any values for the Sample nor Effluent Trading, then none of the following fields will be submitted for that row: Units, Number of Excursions, Frequency of Analysis, and Sample Type.

### Edit Check Errors

No errors.

### Comments

### Attachments

No attachments.

### Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:25 (Time Zone: -06:00)

### Report Last Signed By

User: reeseberry  
 Name: Dorrance Berry  
 E-Mail: rberry@dgsd.org  
 Date/Time: 2024-02-07 15:26 (Time Zone: -06:00)



# DOWNERS GROVE SANITARY DISTRICT

## M E M O

TO: Amy Underwood, General Manager

FROM: Nick Whitefleet, Maintenance Supervisor

DATE: February 6, 2023

SUBJECT: January 2024 Maintenance Report

Attached is a work order summary detailing equipment repair and preventive maintenance activities conducted by the maintenance/electrical department during January 2024.

Special projects in January included:

### **Hypochlorite Bulk Mixdown Pump VFD Replacement**

The Hypochlorite Bulk Mixdown pump variable frequency drive (VFD) which gives operators the ability for precision pump flow controls to match the needs of conditions at the plant failed. Maintenance staff reached out to several vendors and ultimately ordered an LS drive from Northwest Electric Motor. This brand of drive has proven to be a good combination of price, quality, as well as availability. District staff installed the drive with assistance from Concentric Integration, who were needed to configure the new drive to interact with the District's SCADA system. The drive is operating as desired. Based on the age of the drive, it was budgeted to be replaced this fiscal year. The District budgeted \$1,500 for the drive replacement and I'm happy to report the final costs came in at \$950.

### **Lift Station Stationary Generator Valve Adjustment**

During last year's preventative maintenance cycles on the lift station generators, it was brought to the District's attention that all our stationary generators due for cylinder head valve inspections /adjustments based on the number of hours on the engines. The three (3) station generators that were in most need of this service were addressed last year. The other six (6) stations were budgeted to be completed this fiscal year. These services were performed by Altorfer Caterpillar during the month of January. I'm pleased to report that all the lift station generators as well as the administration center generator are up to date on the manufacturer required services.

### **Excess Raw Sewage Pump #8 Overhaul**

I'm pleased to report the overhaul that began in February of 2023 on excess raw sewage pump 8 is finally complete. After a long wait for a replacement impeller and then mechanical seal shipment delay, maintenance mechanics reassembled the pump and reinstalled it. The pump is operating as expected.

## **CHP System – Units 1&2 Operation Update**

**CHP 1:** CHP 1 had reached 20,000 hours of service and was due for an “R2 maintenance”. This work was performed by Nissen technicians with some support from District staff. This maintenance includes the replacement of cylinder heads, rocker arms, pistons, cylinder sleeves, connecting rods, as well as all corresponding gaskets and seals. A thorough inspection and cleaning of the engine genset is performed as well. No unexpected items of concern were reported from the inspection. The total cost for this service came in at \$79,863. This was less than the District budgeted, however CHP 1 has not been performing as we would expect since the maintenance was completed. District personnel and Nissen have been in close contact since the engine troubles were noted. A Nissen technician arrived at the plant on February 6<sup>th</sup> and seems to have identified a possible ignition system setting that may be at fault for the erratic engine operation.

**CHP 2:** CHP 2 has been operating as expected throughout the month of January.

## **Digester 4 mixing System (PEARTH) Blower Service**

Maintenance personnel removed the Gardner Denver blower and swapped it with a spare that had been rebuilt in 2022 by JC Crosse. JC Crosse was onsite for the start-up to verify the start of the warranty coverage on the rebuilt unit. The blower that was removed was sent back with JC Crosse for them to evaluate and then provide the District with a proposal for overhaul. It has been determined through the District’s operational experience in addition to manufacturer recommendations that we replace / overhaul the blower every two (2) years. This cycle reduces downtime for the mixing system and decreases the likelihood of a catastrophic failure that would necessitate blower replacement instead of an overhaul.

## **Centex Lift Station Replacement Update:**

The old station has been abandoned and the new station is operational. The connection to the 12” force main was completed, and the concrete driveway has been poured. Re-grading the property is expected to be completed during the week of February 5<sup>th</sup>.



cc: AES, JMW, KJR, RTJ, MJS, CS, DM

# Work Order Summary

Work Order Completion Dates from 1/2/2024 to 1/31/2024

Work Assignment	Completion Date	Equipment	NOTATIONS
Exercising of Raw and Excess Influent valves	02-Jan-24	Excess Flow Pump Station Raw Sewage Pump Station	
Exercise Ratio Valve #2		Tunnel - System 2 RAS	
Auger #4 annual service and inspection	03-Jan-24	2009 AUGER-DAWG G30A 91093	Performed annual inspection. Welded rebar to auger and welded backing plate cracks. Rebuilt support hub. Replaced with hydraulic motor.
Tighten packing on polymer feed pump		Belt Press Polymer Mix System	Tightened packing on Neptune pump to stop small polymer leak.
Annual proof of Insurance to be sent to OSFM		Emerg Gen Diesel Storage Tank	
By-Weekly Fluid and Misc. Check of Generators	04-Jan-24	Emergency Generator 1 Emergency Generator 2 Emergency Generator 3	
Exercise Of EBARA and Excess Pumps		Excess Flow Pump 06 Excess Flow Pump 07 Excess Flow Pump 08 Excess Flow Pump 09 Excess Flow Pump 10 Excess Flow Pump 11 Excess Flow Pump 12	
Six Month Oil Change Primaries 3 & 4 Long & Cross Collector		Primary Clarifier 3 Primary Clarifier 4	
CHANGE OIL AND ROTATE TIRES	05-Jan-24	2015 Ford Truck Transit Van	Changed oil and oil filter. Rotated tires.
500 Hour Oil Change on Pearth 4		Digester 4 Mixing System	
EXERCISING OF EXCESS RAW SEWAGE VALVING		Excess Flow Pump 06 Excess Flow Pump 07 Excess Flow Pump 08 Excess Flow Pump 09	
Lunchroom faucet water heater replacement	08-Jan-24	Maintenance Services Building	Replaced failed Insinkerator on-demand faucet water heater with new.
Pump out old grease line valve vault		Yard Piping - Liquid Treatment	
Altorfer cylinder head valve adjustment	09-Jan-24	Northwest Stationary Generator Venard Stationary Generator	Cylinder head valve adjustment due to engine runtime.
Replace all 4 tires with new	10-Jan-24	2013 Chevy Express Van CNG	Replaced all 4 tires with new.
3 MONTH CHANGE OF PREFILTERS ON HONEYWELL		Administration Center	Replaced pre filters on all air purifier units.

Work Assignment	Completion Date	Equipment	NOTATIONS
AIR PUR			
Soda Ash Injection Compressor Failing		CHP Gas Cleaning System	Replaced Compressor with new from Grainger. Procured and installed replacement in-line air filters (Amazon).
Altorfer cylinder head valve adjustment		Hobson Stationary Generator	Altorfer performed cylinder head valve adjustment due to engine runtime.
Replace Air Filters On Both Laboratory Furnaces		Laboratory	Replaced air filters with new.
Replace Air Filters On Both Maintenance Building Furnaces		Maintenance Services Building	Replaced both furnace filters with new.
Replace Air Filters on Both Microstrainer Building Furnaces		Microstrainer Building	Replaced filter on East furnace, West currently inoperable.
3 MONTH CHANGE OF PREFILTERS ON HONEYWELL AIR PUR		Operations Center	Replaced pre filters on all air purifier units.
Altorfer cylinder head valve adjustment		Wroble Stationary Generator	Cylinder head valve adjustment due to engine runtime.
Replace starter with new.	11-Jan-24	2013 FORD F-150 Reg Cab	Replaced starter with new. Replaced burnt out battery fuse with new.
Altorfer cylinder head valve adjustment		Butterfield Stationary Generator	Cylinder head valve adjustment performed by Altorfer due to engine hours.
		College Stationary Generator	Altorfer performed cylinder head valve adjustment due to engine runtime.
Replace leaking and clogged shower heads	12-Jan-24	Maintenance Services Building	Replaced both shower heads in men's locker room with new due to poor condition.
Annual PM & load bank		Portable Generator 150	Altorfer performed annual PM and load bank test on 150 portable generator. Replaced air filter.
Annual Sensor Test to be performed on UST	15-Jan-24	Emerg Gen Diesel Storage Tank	Annual test performed by Stenstrom.
Exercise both 24" primary influent ratio valves		Tunnel From PS to Grit	
		Tunnel/Chan Primary Clarifiers	
No start, tow and replace battery	16-Jan-24	2014 Honda Civic CNG	Vehicle towed into plant due to no-start. Replaced weak battery with new.
Low Pressure fuel code 544K JD Loader		2017 Deere 544K Wheel Loader	Low Fuel pressure code. Replaced fuel filters, test ran and no alarm code lights on.
32,164 Hours, Change oil and oil filters		CHP Engine Genset #2	32,164 hours. Changed oil and oil filters from stock. Took oil sample and sent out for laboratory analysis. Sample ID#: IND-71997.
Replace burnt out light bulbs		Maintenance Services Building	Replaced burnt out light bulbs in main garage with new.
Full service and Oil change six month-JohnDeere 244K	17-Jan-24	2015 Wheel Loader #332	
Main room unit heater (North) not working		Belt Filter Press Building	Replaced control transformer with new (Johnstone) and fan motor with new (Neuco).
2 MONTH EXERCISE OF INTERMEDIATE VALVES		Excess Flow Pump Station	
		Intermediate Sludge Pump 1	
		Intermediate Sludge Pump 2	
Replace wipers blades with new	18-Jan-24	2015 Ford Transit Connect XL	Replaced worn out wiper blades with new.
Bi-Weekly check of all ladders		Belt Filter Press Building	
		Bisulfite Building	

Work Assignment	Completion Date	Equipment	NOTATIONS
		Blower Building CHP Engine Genset #2 Digester 3 Control Building Digester 4 - 5 Control Buildg Excess Flow Pump Station Excess Flow Sludge Pump House Filter Building Hypochlorite Feed Blg Maintenance Services Building Microstrainer Building Operations Center System Garage	
Change oil and filter. Rotate tires	19-Jan-24	2012 FORD F-350 LS 2013 FORD F-150 Reg Cab	Changed oil and oil filter. Rotated tires.
Refuel Lift Station generators		Butterfield Stationary Generat  Centex Stationary Generator College Stationary Generator Earlston Stationary Generator Hobson Stationary Generator Liberty Park Stationary Genera Northwest Stationary Generator Venard Stationary Generator Wroble Stationary Generator	Feece Oil topped off all lift station generators and administration center generator, excluding new Centex generator.
Lubricate skid steer and attachment mechanisim By-Weekly Fluid and Misc. Check of Generators	23-Jan-24	2019 Skid Steer  Emergency Generator 1 Emergency Generator 2 Emergency Generator 3	
Run And Inspect Generators With The Load Of The Plant	24-Jan-24	Emergency Generator 1  Emergency Generator 2 Emergency Generator 3	
Overhaul pump, motor, & driveshaft. Replace Impeller	25-Jan-24	Excess Flow Pump 08	Removed Pump, motor & driveshaft. Sent motor out for overhaul, Driveshaft for repair & balancing and ordered new impeller & wear rings. Overhauled pump in house and reinstalled with new mechanical seal, wear rings, and

<b>Work Assignment</b>	<b>Completion Date</b>	<b>Equipment</b>	<b>NOTATIONS</b>
Replace leaking hydraulic motor on Berlon salt spreader	26-Jan-24	2019 BERLON Salt Spreader	impeller. Verified operation - OK. Hydraulic motor leak on berlon salt spreader. Replace motor with new from stock, send old motor for repair to tristate.
R2 Maintenance		CHP Engine Genset #1	Nissen technicians performed the R2 maintenance on CHP 1. Connecting rod replacement and intercooler cleaning were performed in addition to the standard service.
Change Pre-Filters Blowers 1 - 4. Test for H2S at Unison Gas skid	29-Jan-24	Blower Bag Room CHP Gas Cleaning System	
Grease fittings on munters unit 6 months greasing of op station roof vent blowers		Filter Building Operations Center	
Procure maintenance parts for both CHP 1&2	31-Jan-24	CHP Engine Genset #1 CHP Engine Genset #2	Purchased 8 spark plugs and 8 ignition wires for spare parts.
Change small air filter located on Unison Control Panel A/C Air intake		CHP Gas Cleaning System	
Replace blower with spare		Digester 4 Mixing System	Remove existing blower and send out for overhaul. Install spare blower and verify operation. Replace control relay for boston gear port selector system.
Replace VFD with new.		Hypochlorite Bulk Mix-Dwn Pump	VFD required replacement due to failing HMI and output card. Replaced with new. Concentric configured new VFD with current SCADA system.

**DOWNERS GROVE SANITARY DISTRICT**  
**M E M O**

DATE: February 5, 2024

TO: Amy Underwood  
General Manager

FROM: Todd Freer  
Sewer System Maintenance Supervisor

RE: Monthly Report – January 2024

1.

<b>JULIE Line Markings:</b>	<b>Current</b>	<b>Year to Date</b>
Received	552	552
In District	545	545
Marked	261	261
Man Hours	111.8	111.8

2.

<b>Building Service:</b>	<b>Current</b>	<b>Year to Date</b>
BSSRAP TV Inspections	7	7
Emergency BSSRAP Repairs	7	7
Total BSSRAP Repairs	15	15
I&I Inspections	2	2
I&I C.O. Inspections	0	0
Replace Broken Cleanout Caps	0	0
OHSP TV Inspections	0	0
Post Rodding TV	3	3

3.

<b>Sewer Back-Ups:</b>	<b>Current</b>	<b>Year to Date</b>
Public Sewer	0	0
Private Sewer	14	14
Surcharged Main	0	0
Pump Station	0	0
Total	14	14

4.

	<b>Current</b>	<b>Year to Date</b>
Sewer Cleaning (DGSD Personnel):	0	0.
a. Sewer Cleaning (Outside Contractors)	2945	2945 Ft.

5.

Main Sewer Televising (DGSD personnel)	520	520 Ft.
a. Sewer Televising (Outside Contractors)	2945	2945 Ft.

6.

	<b>Current</b>	<b>Year to Date</b>
LETS TV	0	0

7.

Manhole Inspections	130	130
---------------------	-----	-----

8. Recent televising of the 27" diameter Powell Street Trunk Sewer between 67<sup>th</sup> Street and O'Brien Park shows significant hydrogen sulfide damage to the reinforced concrete pipe. The combined length of the pipe sections affected is 1363 feet. It is highly recommended as a candidate for cured-in place lining within the next few years to avoid further damage possibly resulting in open-cut replacement.
9. 130 open manhole work orders that have been compiled since 2008 in which some type of defect was noted to be repaired, were re-evaluated this past month by the sewer system technicians. The list of manholes was vetted to see if the defects still existed or repaired and the work order was not closed. 35 were removed from the list as they have been repaired and not closed. 52 manholes need to be either located or raised to grade, 29 frames need to be re-set, and 14 are miscellaneous issues ranging from broken adjustment rings, roots, and infiltration.
10. The Vac-Con cleaning/vac truck has been taken in to EJ Equipment and then Freightliner on January 11<sup>th</sup> to rectify punch list items that include minor design fixes, upgrades, and paint damage to the deck from a defective gas tank leak. The modifications have been completed by EJ Equipment and the vehicle is currently at Freightliner expected back sometime the week of February 5<sup>th</sup>.
11. The first round of 'Request for Inspection' letters have been sent to the second Downtown Study I&I Group (Group F) include 21 residents on Maple Avenue, Maplewood Place, and Brookbank.
12. During a second surface re-inspection of the manholes involved with the recent lining at 2223 Ogden, District staff discovered that the goal of the project has not been met. Re-televising of the line took place on January 26, 2024. Results show some minor imperfections in the recently cured-in-place liner that will be addressed by DGSD with the manufacturer. The unlined section downstream (1A-076 to 1A-023) appears to be allowing significant ground water infiltrating the line. Heavy snowmelt and rain are thought to be the catalyst for the migration into the sewer at existing cracks and leaking joints. This downstream section is recommended be a candidate for cured-in-place lining.



**DOWNERS GROVE SANITARY DISTRICT**  
**M E M O**

DATE: February 6, 2024

TO: Amy R. Underwood  
General Manager

FROM: Keith Shaffner  
Sewer Construction Supervisor

RE: Monthly Report: Sewer Construction \ Code Enforcement – January 2024

- |    |   |          |              |
|----|---|----------|--------------|
| 1. | Permits issued:   | Current  | Year to Date |
|    | a. Single family  | 1        | 1            |
|    | b. Multiple family  | 0        | 0            |
|    | c. Commercial   | 1        | 1            |
|    | d. Repair   | 0        | 0            |
|    | e. Disconnection  | <u>1</u> | <u>1</u>     |
|    | Total   | 3        | 3            |
| 2. | Inspections made:   | Current  | Year to Date |
|    | a. Connections  | 1        | 1            |
|    | b. Finals   | 4        | 4            |
|    | c. Repairs  | 1        | 1            |
|    | d. Disconnects  | 2        | 2            |
|    | f. Walk-Thru  | 0        | 0            |
|    | g. Pre-connections  | 0        | 0            |
|    | h. Overhead Sewer Program   | 0        | 0            |
|    | i. Code Enforcement   | 0        | 0            |
|    | j. Lateral testing  | <u>0</u> | <u>0</u>     |
|    | Total   | 8        | 8            |
| 3. | New Sewer Extension Construction:                                       |          |              |
|    | None  |          |              |
| 4. | New Sewer Extension Testing - air, deflection, manhole, and televising: |          |              |
|    | None  |          |              |
| 5. | Code Enforcement:   |          |              |
|    | None  |          |              |

6. Plan & Permit Reviews:
  - a. 418 Davis – Single Family Home Review
  - b. 720 W. 63rd – Commercial Review
  - c. 4435 Middaugh – Commercial Review
  - d. 635 59<sup>th</sup> – Commercial Review

7. Building Sanitary Service Access Agreements:
  - a. 4327 Elm – Downers Grove

8. Illinois EPA Permits:

None

9. Miscellaneous:

Visu-Sewer has been working on the Curtiss Street Trunk Line Rehabilitation. They have completed the cleaning and root cutting of the west half of the project. Installation of the liner for the western half of the pipe started on 1/29.

The Code Enforcement crew completed DGSD hosted fire extinguisher training in January.

CC: AES, JMW, KJR, RTJ, MJS, TF, CS & DM

# Permits Issued: JANUARY 2024

YEAR	PERMIT #	ADDRESS	STREET	CITY	ISSUE	TYPE	TAP FEE	INSP FEE
2024	90	4327	ELM	DG	1/2/2024	SF-RB		\$260.00
2024	2	418	DAVIS	DG	1/4/2024	DISCON		
2024	4	720 W	63RD	W	1/23/2024	COM		\$431.00
						<b>TOTAL:</b>		<b>\$691.00</b>

Permit Type Index: SF=Single Family, RB=Rebuild, SC=Septic Conversion, ADD=Addition, Discon=Disconnect for Demolition, Comm=Commercial, MF=Multiple Family

# Permit Final Inspections: JANUARY 2024

<b>YEAR</b>	<b>PERMIT #</b>	<b>ADDRESS</b>	<b>STREET</b>	<b>CITY</b>	<b>FINAL</b>
2023	9	4722	HIGHLAND	DG	1/15/2024
2022	111	6010	FAIRVIEW	DG	1/16/2024
2023	48	4636	PRINCE	DG	1/16/2024
2017	45	1951	CURTISS	DG	1/22/2024

## Progress Report

To: Amy Underwood, General Manager  
From: Reese Berry, Laboratory Supervisor  
Date: February 7, 2024  
Re: January 2024 Laboratory Report

DGSD had 6 excess flow sampling events during January 2024. We had no permit excursions in January.

### **Pretreatment:**

We are close to issuing a permit for Lovejoy, Inc. We are including them with a review of the permit to clear up any questions prior to issuing the permit in the month of February.

We took a tour of Arrow Gear and the 2 buildings they have onsite. We will follow up with them in the coming weeks to gather more information via a permit application/BMR (Baseline Monitoring Report).

We toured the Rexnord Bearing Group Filaments facility at 2324 Curtiss to evaluate the need for a permit of that facility during January.

I will be a presenter at a pretreatment conference in March on the 12<sup>th</sup> and 14<sup>th</sup>. Stephanie Cioni will also attend this conference to get more acclimated to industrial pretreatment. Baxter & Woodman is hosting this conference in Joliet and Crystal Lake. Stephanie will attend 1 day and I will be attending both days.

### **Biosolids:**

The Annual Biosolids Report was completed and submitted to US EPA. We sampled our Class A Biosolids in the month of January as well as our Class B sludge for any potential sludge removal we may do during the 1<sup>st</sup> quarter of 2024. All data was acceptable and well below concentration requirements.

C: AES, JMW, KJR, RTJ, MJS, CSS, DM

To: Board of Trustees  
From: Amy Underwood  
Re: Engineering Report for January 2024  
Date: February 9, 2024

A summary of the status of several projects is provided below.

## **I. Planning Projects & Studies**

### **A. Biosolids Processing Improvements**

Baxter & Woodman (B&W) evaluated the District's existing solids processing and met with District staff on December 21 to discuss their findings. B&W suspects that the District may be overloading Digester 4 with grease. The District intends to sample the digester to determine whether B&W's suspicion is correct.

### **B. WWTC & Lift Station Code Walk-Through**

The District is in the process of doing a final review of the report.

### **C. Butterfield Lift Station Study**

District staff are reviewing the draft report prepared by B&W analyzing full replacement of the Butterfield Lift Station, which is nearing its useful life. The recommended replacement option is reflected in the draft budget that will be presented at the February 13 Board meeting.

## **II. Design Projects**

### **A. Venard Forcemain Replacement**

B&W has provided plans and specifications for the District's review.

### **B. Underground Diesel Storage Tank Replacement**

Bids were opened on January 17. One bid was received. B&W followed up with other qualified contractors who were aware of this project but did not bid. They discovered that the other contractors did not bid as they were not comfortable providing the bid bond.

The bid was \$302,000, well above the budgeted amount of \$125,000. The original budget included tank replacement only. Staff decided to also include replacement of the buried piping and leak monitoring system in the project due to the age of these items and savings in completing this work while the ground was already opened up. Staff decided not to move forward with this project at this time. It was re-budgeted in the draft budget that will be presented to the Board at the February 13 meeting to be completed in FY 2026-

27. The generator control panel replacement has been moved out with this also. The intention is to complete facility planning prior to moving forward with this in order to make sure that any modifications to the emergency generators are well thought out to not only meet current needs but future needs also.

**III. Construction Projects**

**A. Centex Lift Station Replacement**

No pay request was included in the Claim Ordinance this month. Please refer to the Maintenance monthly report for more information.

**B. Outfall 001 Sanitary Sewer Repair**

No pay request was submitted this month. The new section of pipe passed the televised inspection.

**C. Curtiss Street Sewer Lining**

Work is ongoing. Please refer to the Sewer Construction monthly report for more information.

Representative Casten toured the construction site with District Trustees on February 2.

**D. SCADA Platform Replacement (Ignition)**

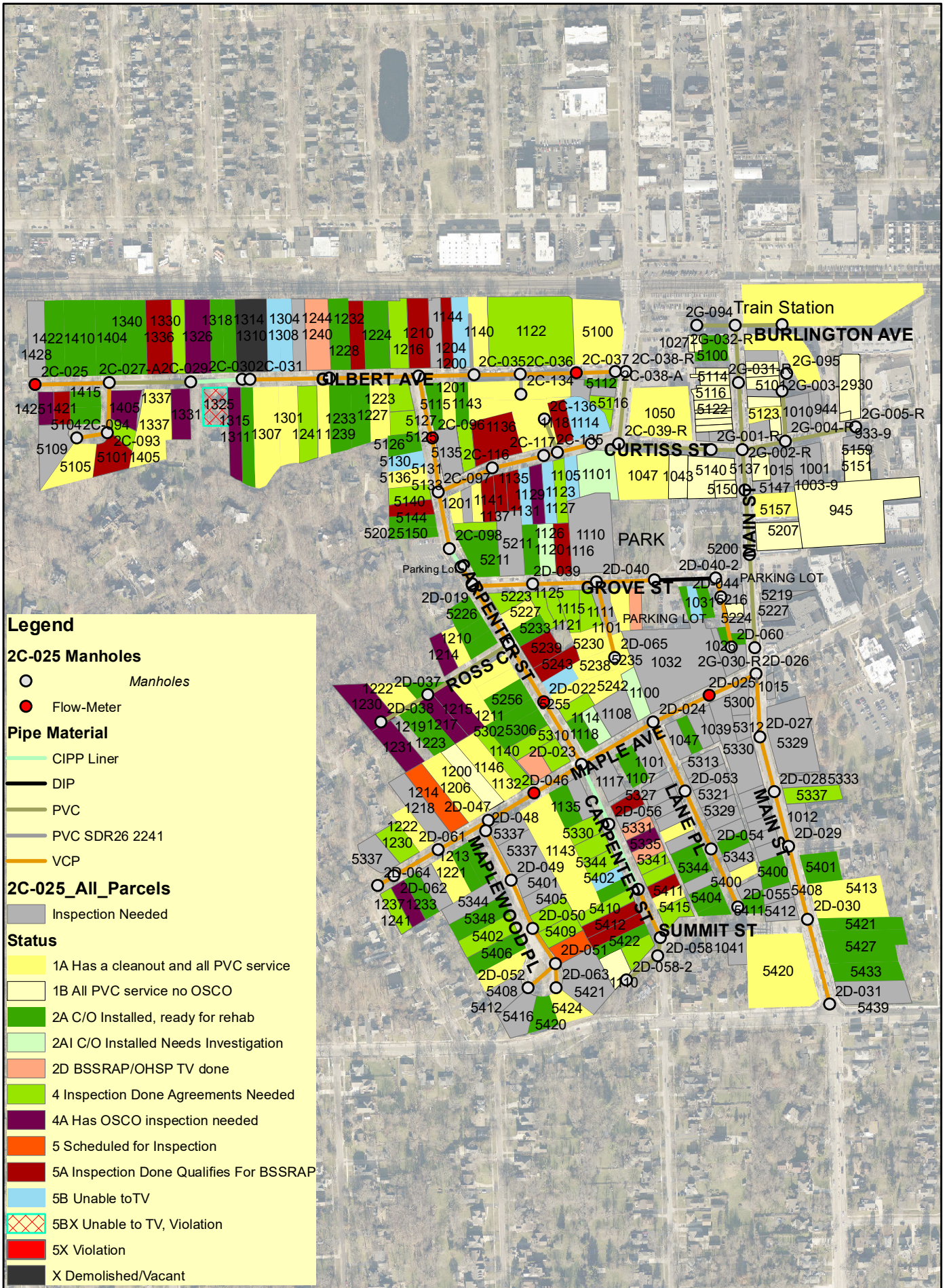
A payment request from Concentric for this project is included in the February Claim Ordinance.

	<u>FYE 24</u>	<u>Total (FYE24 &amp; 25)</u>
Engineer’s Fee	\$160,000.00	\$236,300.00
Total Completed to Date	\$113,027.27	\$113,027.27
Less Previous Payments	<u>-\$105,666.02</u>	<u>-\$105,666.02</u>
Current Payment Due	<u>\$ 7,361.25</u>	<u>\$ 7,361.25</u>
Remaining	\$46,972.73	\$123,272.73

Concentric continues to work on screens for the WWTC and the entry sheets for lab data.

C: BOLI, CS, DM

# 2C-025 I&I Investigation Status





**STATUS OF PARCELS 2C-025 I&I INVESTIGATION**

Category	Inspections Scheduled	Inspections Completed	Application Received	Agreements Signed	Cleanout Installed	Service Rehab Done	Totals	Total as Percentage
1A	Y	Y	N	Y	Y	N/A	49	15%
1B	Y	Y	N	N	N	N/A	26	9%
2A	Y	Y	Y	Y	Y	N	45	20%
2AI	Y	Y	Y	Y	Y	N	4	1%
2B	Y	Y	Y	Y	Y	N	0	0%
2D	Y	Y	Y	N	N	N	4	1%
4	Y	Y	N	N	N	N	36	12%
4A	N	N	N	N	N/A	N	13	4%
5	Y	N	N	N	N	N	0	1%
5A	Y	Y	N	N	N	N	24	8%
5AX	Y	Y	N	N	N	N	0	0%
5B	Y	N	N	N	N	N	11	3%
5BX	Y	N	N	N	N	N	1	0%
0	N	N	N	N	N	N	77	26%
X	-	-	-	-	-	-	2	0%
5X	-	-	-	-	-	-	0	0%
							<u>289</u>	<u>100%</u>

24% Complete

2023 Basin I&I Ranking = 9

**Category Description:**

- 1A - PVC service with cleanout
- 1B - All PVC no Cleanout
- 2A - Cleanout installed, ready for rehab
- 2AI C/O Installed Needs Investigation
- 2B - Ready for rehab
- 3 - Program application received (executed agreements needed)
- 3A - Released to contractor for cleanout installation
- 4 - Inspection completed (Program application needed)
- 4A - Has an existing cleanout
- 5 - Inspections scheduled
- 5A - Inspection done - BSSRAP needed (qualifying defects or obstructions seen during TV)
- 5AX - Violation, BSSRAP needed
- 5B - Unable to TV
- 5BX - Unable to TV Violation
- 0 - Inspection Needed
- X2 - Vacant not Disconnected

**DOWNERS GROVE SANITARY DISTRICT CASH BALANCES AND INVESTMENT SCHEDULE**

DATE: 1/31/2024

**CASH BALANCES**

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE PER BANK STATEMENT	PREVIOUS MONTH		
			TOTAL BALANCE PER BANK STATEMENTS	MONTHLY EARNINGS CREDIT	EARNINGS CREDIT PERCENTAGE
DEPOSIT	XXXXXXXXXX1116	\$1,935,395.67			
DISBURSEMENT	XXXXXXXXXX1111	212,676.86			
FLEXIBLE BENEFITS	XXXXXXXXXX6025	9,925.62			
PAYROLL	XXXXXXXXXX1117	219,302.01			
PETTY CASH	XXXXXXXXXX1112	5,688.70			
USER REFUNDS	XXXXXXXXXX1114	4,832.58			
<b>TOTAL - CASH AT BANK</b>		<b>\$2,387,821.44</b>	<b>\$2,191,372.18</b>	<b>\$2,319.49</b>	<b>0.1058%</b>

**INVESTMENTS**

TYPE	FINANCIAL INSTITUTION	TERM	MATURITY	AMOUNT	ANNUAL INT. RATE	GENERAL CORPORATE FUND (01)	IMPROVEMENT FUND (02)	CONSTRUCTION FUND (03)	PUBLIC BENEFIT FUND (05)	SEWER EXTENSION FUND (71)	INTEREST EARNED AT MATURITY
CD	EVERGREEN BANK GROUP	ONGOING	2/24/2024	\$258,803.41	4.700%	\$258,803.41					\$12,163.76
CD	STEARNS BANK	ONGOING	4/12/2024	\$250,000.00	5.000%	\$250,000.00					\$12,500.00
CD	LISLE SAVINGS BANK	ONGOING	5/18/2024	\$249,000.00	5.260%	\$249,000.00					\$13,097.40
CD	TRISTATE CAPITAL BANK	ONGOING	8/9/2024	\$250,000.00	5.470%			\$250,000.00			\$13,675.00
<b>TOTAL CDs</b>				<b>\$1,007,803.41</b>	<b>5.104%</b>	<b>\$757,803.41</b>	<b>\$0.00</b>	<b>\$250,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$51,436.16</b>

TYPE	FINANCIAL INSTITUTION	TERM	LAST ACTION DATE	AMOUNT*	CURRENT RATE OF RETURN					ESTIMATED ANNUAL RETURN	
MM	BANKFINANCIAL	ONGOING	6/21/2023	\$252,992.49	5.250%	\$252,992.49				\$13,282.11	
MM	LISLE SAVINGS BANK	ONGOING	11/10/2020	\$1,009.92	0.600%	\$1,009.92				\$6.06	
MM	PEOPLES BANK	ONGOING	12/4/2012	\$372.78	0.000%	\$372.78				\$0.00	
MM	TRISTATE CAPITAL BANK	ONGOING	4/16/2021	\$11.91	3.000%			\$11.91		\$0.36	
MM	OLD SECOND NATIONAL BANK	ONGOING	11/20/2012	\$5,149.58	0.100%			\$5,149.58		\$5.15	
<b>TOTAL MM ACCOUNTS</b>				<b>\$259,536.68</b>	<b>5.122%</b>	<b>\$254,375.19</b>	<b>\$0.00</b>	<b>\$5,161.49</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,293.67</b>
<b>ILLINOIS FUNDS - MONEY MARKET</b>				<b>\$7,775,173.30</b>	<b>5.392%</b>	<b>\$5,796,802.16</b>	<b>\$892,970.48</b>	<b>\$1,085,400.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$419,237.34</b>
<b>TOTAL - ALL INVESTMENTS</b>				<b>\$9,042,513.39</b>	<b>5.352%</b>	<b>\$6,808,980.76</b>	<b>\$892,970.48</b>	<b>\$1,340,562.15</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$483,967.18</b>

**TOTAL CASH AND INVESTMENTS** \$11,430,334.83

\*INVESTMENT ACCOUNT BALANCES ARE UPDATED QUARTERLY FOR THESE MONEY MARKET ACCOUNTS TO REFLECT NOMINAL INTEREST AMOUNTS EARNED EACH MONTH AND POSTED DIRECTLY TO THE INVESTMENT.

**Board of Trustees**  
Wallace D. Van Buren  
*President*  
Amy E. Sejnost  
*Vice President*  
Jeremy M. Wang  
*Clerk*



**General Manager**  
Amy R. Underwood, P.E.

**Legal Counsel**  
Daniel McCormick, P.C.

2710 Curtiss Street  
P.O. Box 1412  
Downers Grove, IL 60515-0703  
Phone: 630-969-0664  
Fax: 630-969-0827  
www.dgsd.org

*Providing a Better Environment for South Central DuPage County*

## MEMORANDUM

To: Board of Trustees  
From: Amy R. Underwood, General Manager  
Date: February 9, 2024  
Subject: Treasurer's Report for January 2024

Attached please find the subject report that tracks income and expenses for the first nine months of Fiscal Year 23-24.

Totals of expenses and income are shown on the following table:

Year-to-date	Income	Expenses
General Fund	\$ 8,895,205.43 (page 1)	\$ 7,490,455.44 (page 6)
Improvement Fund	\$ 426,190.73 (page 7)	\$ 686,628.02 (page 7)
Construction Fund	\$ 110,459.27 (page 8)	\$ 58,038.34 (page 9)
Public Benefit Fund	\$ 0.00 (page 10)	\$ 0.00 (page 10)
TOTAL	\$ 9,431,855.43	\$ 8,235,121.80

C: BOLI, DM, CS

=====

Fund number & Description	Ending Fund Balance
-----	
Fund 01 : GENERAL FUND	\$8,505,543.94
Fund 02 : IMPROVEMENT FUND	\$1,144,323.69
Fund 03 : CONSTRUCTION FUND	\$1,844,654.08
Fund 05 : PUBLIC BENEFIT FUND	\$37,817.83
Recap Totals	<hr/> \$11,532,339.54

TREASURER'S REPORT

DATE 02/07/24  
 FUND 01 GENERAL FUND

MONTH ENDED 01/31/24

PAGE 1

NUMBER	DESCRIPTION	COST	ACTUAL		BUDGET		ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
			CURRENT MONTH	CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D			
=====									
DEPT 05 REVENUES									
3000	PROPERTY TAXES	.00	0	1,430,717.90-	1,403,700-	27,017.90-	1.9	1,403,700-	
3001	USER RECEIPTS	346,803.21-	321,689-	3,123,511.77-	3,034,554-	88,957.77-	2.9	3,959,800-	
3002	SURCHARGES	41,259.58-	33,958-	319,737.08-	320,331-	593.92	.2-	418,000-	
3004	PLAN REVIEW FEES	.00	0	.00	375-	375.00	100.0-	500-	
3005	CONSTRUCTION INSPECTION FEES	.00	0	.00	360-	360.00	100.0-	500-	
3006	PERMIT INSPECTION FEES	691.00-	1,600-	12,075.00-	15,200-	3,125.00	20.6-	20,000-	
3007	INTEREST ON INVESTMENTS	35,586.18-	5,600-	308,411.57-	50,400-	258,011.57-	511.9	67,050-	
3013	SAMPLING AND MONITORING	11,606.69-	9,400-	93,240.28-	84,800-	8,440.28-	10.0	113,000-	
3014	REPLACEMENT TAXES	24,727.03-	13,300-	176,187.18-	87,700-	88,487.18-	100.9	120,000-	
3015	MISCELLANEOUS INCOME	.00	400-	2,943.43-	3,800-	856.57	22.5-	5,000-	
3016	SALE OF ELECTRICITY	.00	1,000-	.00	9,000-	9,000.00	100.0-	12,000-	
3020	SALE OF PROPERTY	.00	3,100-	13,528.00-	28,400-	14,872.00	52.4-	37,700-	
3021	TELEVISION INSPECTION	.00	0	.00	150-	150.00	100.0-	150-	
3023	PROPERTY LEASE PAYMENTS	3,288.81-	3,275-	29,198.02-	29,475-	276.98	.9-	39,300-	
3024	MONTHLY SERVICE FEES	393,156.71-	392,935-	3,619,080.90-	3,706,634-	87,553.10	2.4-	4,836,800-	
3027	GREASE WASTE	13,654.14-	19,000-	141,440.68-	173,000-	31,559.32	18.2-	230,000-	
3035	INTERFUND TRANSFER	.00	0	400,000.00	800,000	400,000.00-	50.0-	800,000	
3040	RENEWABLE ENERGY CREDITS	.00	6,000-	22,884.62-	18,000-	4,884.62-	27.1	24,000-	
3094	GRANTS AND INCENTIVES	.00	0	2,249.00-	1,589,881-	1,587,632.00	99.9-	1,589,881-	
=====									
DEPT 05 TOTALS			870,773.35-	811,257-	8,895,205.43-	9,755,760-	860,554.57	8.8-	12,077,381-
=====									
FUND REVENUE TOTAL			870,773.35-	811,257-	8,895,205.43-	9,755,760-	860,554.57	8.8-	12,077,381-
=====									
DEPT 11 O & M EXPENSES - ADMINISTRATION									
SECT A SALARIES AND WAGES									
A001	TRUSTEES	.00	0	13,500.00	13,500	.00	.0	18,000	
A002	BOLI	.00	0	.00	675	675.00-	100.0-	900	
A003	GENERAL MANAGEMENT	21,424.05	22,429	192,431.54	206,513	14,081.46-	6.8-	272,250	
A004	FINANCIAL RECORDS	16,865.61	19,715	186,157.03	204,240	18,082.97-	8.9-	254,450	
A005	ADMINISTRATIVE RECORDS	2,088.48	1,924	23,526.75	20,037	3,489.75	17.4	24,900	
A006	ENGINEERING	.00	328	1,598.40	3,423	1,824.60-	53.3-	4,250	
A007	CODE ENFORCEMENT	26,086.29	29,383	278,341.23	350,779	72,437.77-	20.7-	430,700	
A008	SAFETY ACTIVITIES	3,503.07	3,811	48,912.88	39,950	8,962.88	22.4	49,500	
A030	BUILDING AND GROUNDS	231.79	73	6,641.66	935	5,706.66	610.3	1,150	
=====									
SECT A TOTALS			70,199.29	77,663	751,109.49	840,052	88,942.51-	10.6-	1,056,100
=====									
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY	.00	325	2,424.40	4,525	2,100.60-	46.4-	5,500	
B101	NATURAL GAS	218.50	350	1,671.29	2,100	428.71-	20.4-	3,000	
B102	WATER, GARBAGE AND OTHER UTILITIES	99.48	200	496.54	1,060	563.46-	53.2-	1,250	
B110	BANK CHARGES	35.40	2,100	278.30	18,900	18,621.70-	98.5-	25,200	
B112	COMMUNICATION	1,659.49	2,400	19,880.40	21,600	1,719.60-	8.0-	28,000	
B113	EMERGENCY/SAFETY EQUIPMENT	2,100.83	1,100	12,762.58	13,800	1,037.42-	7.5-	20,450	
B115	EQUIPMENT/EQUIPMENT REPAIR	4,157.83	12,200	110,584.86	128,600	18,015.14-	14.0-	165,000	

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NUMBER	DESCRIPTION	COST		ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL
		CURRENT	CURRENT	ACTUAL	BUDGET	BUDGET		
		MONTH	MONTH	Y-T-D	Y-T-D	VARIANCE	%	BUDGET
B116	SUPPLIES	1,416.07	600	6,095.91	5,400	695.91	12.9	7,000
B117	EMPLOYEE/DUTY COSTS	372.06	1,600	8,369.10	14,400	6,030.90-	41.9-	19,000
B118	BUILDING AND GROUNDS	.00	9,000	198,230.28	71,500	126,730.28	177.3	74,500
B119	POSTAGE	1,005.65	630	5,206.19	5,670	463.81-	8.2-	7,550
B120	PRINTING/PHOTOGRAPHY	118.51	300	6,689.13	11,800	5,110.87-	43.3-	12,700
B121	USER BILLING MATERIALS	6,028.47	7,000	64,115.15	67,000	2,884.85-	4.3-	88,000
B124	CONTRACT SERVICES	3,608.25	14,000	60,724.99	126,000	65,275.01-	51.8-	167,000
B137	MEMBERSHIPS/SUBSCRIPTIONS	.00	500	8,432.39	7,700	732.39	9.5	9,500
=====								
SECT B TOTALS		20,820.54	52,305	505,961.51	500,055	5,906.51	1.2	633,650
=====								
SECT C VEHICLES								
C222	GAS/FUEL	133.57	300	1,497.55	2,550	1,052.45-	41.3-	3,200
C225	OPERATION/REPAIR	.00	0	208.52	1,950	1,741.48-	89.3-	2,600
=====								
SECT C TOTALS		133.57	300	1,706.07	4,500	2,793.93-	62.1-	5,800
=====								
DEPT 11 TOTALS		91,153.40	130,268	1,258,777.07	1,344,607	85,829.93-	6.4-	1,695,550
=====								
DEPT 12 O & M EXPENSES - WWTC								
=====								
SECT A SALARIES AND WAGES								
A006	ENGINEERING	1,552.09	4,509	5,993.94	46,941	40,947.06-	87.2-	58,350
A009	OPERATIONS MANAGEMENT	12,306.99	9,492	82,940.80	85,424	2,483.20-	2.9-	113,900
A010	MAINTENANCE - BUDGET	.00	48,632	.00	565,776	20,587.98-	3.6-	689,650
A011	MAINTENANCE - WWTC	26,921.20	0	363,588.74	0	.00	.0	0
A012	MAINTENANCE - VEHICLES	.00	0	471.50	0	.00	.0	0
A013	MAINTENANCE - ENERGY RECOVERY	539.13	0	10,253.30	0	.00	.0	0
A014	MAINTENANCE - ELECTRICAL	15,765.49	0	170,874.48	0	.00	.0	0
A020	WWTC - BUDGET	.00	47,350	.00	495,750	17,450.01-	3.5-	614,600
A021	WWTC - OPERATIONS	31,165.16	0	322,923.47	0	.00	.0	0
A022	WWTC - SLUDGE HANDLING	14,301.76	0	148,805.49	0	.00	.0	0
A023	WWTC - ENERGY RECOVERY	565.90	0	6,571.03	0	.00	.0	0
A030	BUILDING AND GROUNDS	7,335.09	9,089	73,606.52	96,255	22,648.48-	23.5-	119,150
=====								
SECT A TOTALS		110,452.81	119,072	1,186,029.27	1,290,146	104,116.73-	8.1-	1,595,650
=====								
SECT B OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY	489.68	5,200	62,463.95	49,800	12,663.95	25.4	65,000
B101	NATURAL GAS	871.11	1,700	3,734.89	8,500	4,765.11-	56.1-	12,500
B102	WATER, GARBAGE AND OTHER UTILITIES	2,136.04	3,000	34,048.58	32,000	2,048.58	6.4	40,550
B103	ODOR CONTROL	.00	200	2,087.06	2,700	612.94-	22.7-	3,400
B104	FUEL - GENERATORS	.00	0	.00	12,375	12,375.00-	100.0-	16,500
B112	COMMUNICATION	1,426.34	2,000	17,607.69	21,600	3,992.31-	18.5-	27,600
B113	EMERGENCY/SAFETY EQUIPMENT	914.14	3,000	28,134.70	27,000	1,134.70	4.2	35,350
B116	SUPPLIES	2,506.26	2,700	20,479.09	24,650	4,170.91-	16.9-	32,750
B117	EMPLOYEE/DUTY COSTS	1,593.89	2,300	21,969.67	23,100	1,130.33-	4.9-	30,000
B124	CONTRACT SERVICES	.00	0	203,485.00	203,500	15.00-	.0	203,500
B130	NPDES PERMIT FEES	.00	0	53,000.00	53,000	.00	.0	53,000

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NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL-	BUDGET	ACTUAL-	VAR	TOTAL
			CURRENT	CURRENT					
			MONTH	MONTH	Y-T-D	Y-T-D			
B131	SLUDGE HAULING/DISPOSAL SERVICES		.00	0	89,937.51	45,000	44,937.51	99.9	90,000
B400	CHEMICALS - BUDGET		.00	10,550	.00	256,300	137,036.16-	53.5-	287,950
B401	CHEMICALS - DISINFECTION		.00	0	55,015.09	0	.00	.0	0
B402	CHEMICALS - SLUDGE DEWATERING		.00	0	36,004.74	0	.00	.0	0
B403	CHEMICALS - TERTIARY TREATMENT		.00	0	6,732.00	0	.00	.0	0
B404	CHEMICALS - OTHER		.00	0	21,512.01	0	.00	.0	0
B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOS		4,798.93	7,000	49,036.35	63,000	13,963.65-	22.2-	234,100
B502	EQPT/EQPT REPAIR - DISINFECTION		56.65-	2,400	2,469.08	24,100	21,630.92-	89.8-	31,300
B503	EQPT/EQPT REPAIR - EXCESS FLOW		.00	2,600	3,536.13	23,400	19,863.87-	84.9-	31,100
B504	EQPT/EQPT REPAIR - GRIT REMOVAL		1,188.42	1,600	9,008.87	41,000	31,991.13-	78.0-	45,800
B505	EQPT/EQPT REPAIR - INFLUENT PUMPING		165.48	1,800	26,453.82	63,800	37,346.18-	58.5-	66,800
B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT		24,201.95	6,000	77,258.05	120,700	43,441.95-	36.0-	138,700
B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT		290.27	4,800	56,030.86	93,000	36,969.14-	39.8-	107,400
B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION		234.36	450	1,030.10	4,050	3,019.90-	74.6-	5,400
B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING		1,557.63	2,250	32,939.20	20,250	12,689.20	62.7	27,000
B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION		716.99	5,550	168,729.70	222,200	53,470.30-	24.1-	241,300
B511	EQPT/EQPT REPAIR - TERTIARY TREATMENT		.00	2,800	96,513.23	116,000	19,486.77-	16.8-	123,700
B512	EQPT/EQPT REPAIR - WWTC GENERAL		1,630.82	3,700	47,254.76	58,400	11,145.24-	19.1-	68,700
B513	EQPT/EQPT REPAIR - WWTC UTILITIES		22,749.12	28,000	226,061.88	667,000	440,938.12-	66.1-	729,950
B801	BLDG AND GROUNDS - BIOSOLIDS AGING & DISPOS		.00	333	10,231.99	3,001	7,230.99	241.0	4,000
B802	BLDG AND GROUNDS - DISINFECTION		.00	800	285.96	7,200	6,914.04-	96.0-	9,600
B803	BLDG AND GROUNDS - EXCESS FLOW		.00	92	.00	828	828.00-	100.0-	1,100
B804	BLDG AND GROUNDS - GRIT REMOVAL		.00	15,000	19,126.05	28,700	9,573.95-	33.4-	31,100
B805	BLDG AND GROUNDS - INFLUENT PUMPING		592.65	600	13,478.97	6,100	7,378.97	121.0	8,100
B806	BLDG AND GROUNDS - PRIMARY TREATMENT		.00	0	215.20	0	215.20	.0	0
B807	BLDG AND GROUNDS - SECONDARY TREATMENT		.00	175	435.08	1,675	1,239.92-	74.0-	2,200
B809	BLDG AND GROUNDS - SLUDGE DEWATERING		.00	200	3,701.54	11,000	7,298.46-	66.4-	11,700
B810	BLDG AND GROUNDS - SLUDGE DIGESTION		.00	400	14,480.63	28,600	14,119.37-	49.4-	29,400
B811	BLDG AND GROUNDS - TERTIARY TREATMENT		.00	750	5,900.29	13,500	7,599.71-	56.3-	15,700
B812	BLDG AND GROUNDS - WWTC GENERAL		1,258.26	11,750	156,443.09	216,150	59,706.91-	27.6-	247,150
B813	BLDG AND GROUNDS - WWTC UTILITIES		.00	225	432.81	2,025	1,592.19-	78.6-	2,700
SECT B TOTALS			69,265.69	129,925	1,677,265.62	2,595,204	917,938.38-	35.4-	3,112,100
SECT C VEHICLES									
C222	GAS/FUEL		1,130.62	3,300	14,651.72	30,100	15,448.28-	51.3-	40,000
C225	OPERATION/REPAIR		596.95	700	2,931.79	6,400	3,468.21-	54.2-	8,500
C226	VEHICLE PURCHASES		.00	0	17,768.00	17,800	32.00-	.2-	93,300
SECT C TOTALS			1,727.57	4,000	35,351.51	54,300	18,948.49-	34.9-	141,800
DEPT 12 TOTALS			181,446.07	252,997	2,898,646.40	3,939,650	1,041,003.60-	26.4-	4,849,550
DEPT 13 O & M EXPENSES - LABORATORY									
SECT A SALARIES AND WAGES									
A009	OPERATIONS MANAGEMENT		6,363.94	6,954	49,102.75	62,588	13,485.25-	21.6-	83,450
A040	LABORATORY - BUDGET		.00	14,764	.00	151,147	12,788.03	8.5	189,350
A041	LAB - WWTC		11,131.04	0	122,385.70	0	.00	.0	0

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NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL		
			CURRENT	CURRENT				BUDGET	
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET		
							BUDGET		
A042	LAB - PRETREATMENT		3,352.80	0	30,265.28	0	.00	.0	0
A043	LAB - SURCHARGE PROGRAM		.00	0	7,116.97	0	.00	.0	0
A048	LAB - ENERGY RECOVERY		376.35	0	4,167.08	0	.00	.0	0
SECT A TOTALS			21,224.13	21,718	213,037.78	213,735	697.22-	.3-	272,800
SECT B OPERATIONS AND MAINTENANCE									
B112	COMMUNICATION		155.70	300	2,170.76	3,100	929.24-	30.0-	4,000
B114	CHEMICALS		1,047.31	2,100	14,345.91	19,200	4,854.09-	25.3-	25,500
B115	EQUIPMENT/EQUIPMENT REPAIR		351.36	2,300	13,601.37	21,100	7,498.63-	35.5-	28,000
B116	SUPPLIES		1,469.61	2,100	13,753.81	20,900	7,146.19-	34.2-	25,900
B117	EMPLOYEE/DUTY COSTS		62.25	500	3,970.67	4,600	629.33-	13.7-	6,000
B122	MONITORING EQUIPMENT		.00	0	.00	4,125	4,125.00-	100.0-	5,500
B123	OUTSIDE LAB SERVICES		2,850.80	2,000	18,410.26	18,800	389.74-	2.1-	24,800
B124	CONTRACT SERVICES		2,195.00	0	23,354.01	0	23,354.01	.0	0
SECT B TOTALS			8,132.03	9,300	89,606.79	91,825	2,218.21-	2.4-	119,700
SECT C VEHICLES									
C222	GAS/FUEL		48.90	50	689.43	750	60.57-	8.1-	900
C225	OPERATION/REPAIR		807.00	0	898.79	200	698.79	349.4	250
SECT C TOTALS			855.90	50	1,588.22	950	638.22	67.2	1,150
DEPT 13 TOTALS			30,212.06	31,068	304,232.79	306,510	2,277.21-	.7-	393,650
DEPT 14 O & M EXPENSES - SEWER SYSTEM									
SECT A SALARIES AND WAGES									
A006	ENGINEERING		87.57	599	3,984.35	6,012	2,027.65-	33.7-	7,600
A050	SEWER MAINTENANCE - BUDGET		.00	21,095	.00	221,446	29,251.64	13.2	274,200
A051	SEWER MAINTENANCE		18,713.88	0	239,563.93	0	.00	.0	0
A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS		929.57	0	11,133.71	0	.00	.0	0
A060	INSPECTION - BUDGET		.00	18,744	.00	196,702	31,963.51-	16.3-	243,600
A061	INSPECTION - NEW CONSTRUCTION		70.90	0	1,174.08	0	.00	.0	0
A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS		1,837.99	0	41,613.60	0	.00	.0	0
A063	INSPECTION - PERMIT INSPECTIONS		741.96	0	15,591.46	0	.00	.0	0
A064	INSPECTION - MISCELLANEOUS		1,519.98	0	21,297.82	0	.00	.0	0
A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES		6,382.41	0	28,071.44	0	.00	.0	0
A066	INSPECTION - CODE ENFORCEMENT		7,567.54	0	56,990.09	0	.00	.0	0
A070	SEWER INVESTIGATIONS - BUDGET		.00	304	.00	3,706	1,116.46-	30.1-	4,450
A072	SEWER INVESTIGATIONS		.00	0	2,589.54	0	.00	.0	0
SECT A TOTALS			37,851.80	40,742	422,010.02	427,866	5,855.98-	1.4-	529,850
SECT B OPERATIONS AND MAINTENANCE									
B112	COMMUNICATION		514.66	1,000	7,589.42	9,000	1,410.58-	15.7-	12,000
B113	EMERGENCY/SAFETY EQUIPMENT		.00	250	797.71	2,650	1,852.29-	69.9-	3,400
B115	EQUIPMENT/EQUIPMENT REPAIR		64.97	2,100	29,068.50	38,200	9,131.50-	23.9-	44,500



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NUMBER	DESCRIPTION	COST		ACTUAL	BUDGET	ACTUAL-	VAR	TOTAL
		CURRENT	CURRENT	MONTH	MONTH	BUDGET		
				Y-T-D	Y-T-D	VARIANCE	%	BUDGET
B116	SUPPLIES	115.47	375	5,464.14	2,975	2,489.14	83.7	4,100
B117	EMPLOYEE/DUTY COSTS	1,064.52	1,300	16,602.31	11,700	4,902.31	41.9	15,500
B127	JULIE SYSTEM	.00	1,300	11,079.63	11,700	620.37-	5.3-	15,400
B128	OVERHEAD SEWER/BACKFLOW PREVENTION PROGRAM	.00	1,000	.00	12,000	12,000.00-	100.0-	15,000
B129	REIMBURSEMENT PROGRAM/PUBLIC SEWER BLOCKAGE	631.20	1,000	4,456.20	9,000	4,543.80-	50.5-	12,000
B900	SEWER SYSTEM REPAIRS - BUDGET	.00	96,000	.00	3,893,300	3,079,346.86-	79.1-	4,271,600
B901	SEWER SYSTEM REPAIRS - I/I PROGRAM	.00	0	17,051.96	0	.00	.0	0
B902	SEWER SYSTEM REPAIRS - REPLACEMENT	2,807.48	0	10,453.56	0	.00	.0	0
B903	SEWER SYSTEM REPAIRS - REHABILITATION	60,386.25	0	88,980.93	0	.00	.0	0
B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	43,935.88	0	601,434.38	0	.00	.0	0
B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/R	15.43	0	5,236.71	0	.00	.0	0
B929	ARRA LOAN PRINCIPAL REPAYMENT	.00	0	90,795.60	0	.00	.0	0
SECT B TOTALS		109,535.86	104,325	889,011.05	3,990,525	3,101,513.95-	77.7-	4,393,500
SECT C VEHICLES								
C222	GAS/FUEL	1,187.87	2,100	13,415.35	19,700	6,284.65-	31.9-	26,000
C225	OPERATION/REPAIR	1,698.55	750	9,361.40	6,750	2,611.40	38.7	9,000
C226	VEHICLE PURCHASES	.00	0	483,212.00	528,500	45,288.00-	8.6-	567,500
SECT C TOTALS		2,886.42	2,850	505,988.75	554,950	48,961.25-	8.8-	602,500
DEPT 14 TOTALS		150,274.08	147,917	1,817,009.82	4,973,341	3,156,331.18-	63.5-	5,525,850
DEPT 15 O & M EXPENSES - LIFT STATIONS								
SECT A SALARIES AND WAGES								
A006	ENGINEERING	188.53	611	1,102.63	6,123	5,020.37-	82.0-	7,750
A009	OPERATIONS MANAGEMENT	954.43	259	6,215.38	3,491	2,724.38	78.0	4,250
A030	BUILDING AND GROUNDS	.00	55	6,492.00	741	5,751.00	776.1	900
A080	LIFT STATION MAINTENANCE	918.96	1,153	8,166.41	12,729	4,562.59-	35.8-	15,700
SECT A TOTALS		2,061.92	2,078	21,976.42	23,084	1,107.58-	4.8-	28,600
SECT B OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY	9,536.90	13,500	80,664.01	121,500	40,835.99-	33.6-	162,000
B104	FUEL - GENERATORS	.00	0	.00	3,050	3,050.00-	100.0-	4,000
B112	COMMUNICATION	305.84	400	1,976.11	4,200	2,223.89-	53.0-	5,400
B113	EMERGENCY/SAFETY EQUIPMENT	.00	0	11,417.27	11,100	317.27	2.9	11,100
B116	SUPPLIES	.00	0	147.85	300	152.15-	50.7-	300
B124	CONTRACT SERVICES	3,574.00	0	18,586.50	0	18,586.50	.0	0
B520	EQPT/EQPT REPAIR - BUTTERFIELD	.00	500	181.42	5,900	5,718.58-	96.9-	7,400
B521	EQPT/EQPT REPAIR - CENTEX	.00	150	148.20	1,550	1,401.80-	90.4-	2,000
B522	EQPT/EQPT REPAIR - COLLEGE	.00	500	843.08	34,500	33,656.92-	97.6-	35,600
B523	EQPT/EQPT REPAIR - EARLSTON	.00	250	327.30	5,750	5,422.70-	94.3-	6,300
B524	EQPT/EQPT REPAIR - HOBSON	913.43	1,000	5,751.08	91,000	85,248.92-	93.7-	94,000
B525	EQPT/EQPT REPAIR - LIBERTY PARK	.00	250	1,997.21	3,500	1,502.79-	42.9-	4,100
B526	EQPT/EQPT REPAIR - NORTHWEST	146.22	250	224.87	13,250	13,025.13-	98.3-	13,700
B527	EQPT/EQPT REPAIR - VENARD	.00	400	987.29	5,300	4,312.71-	81.4-	7,100

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		CURRENT	CURRENT	MONTH	MONTH	BUDGET		
				Y-T-D	Y-T-D	VARIANCE	%	BUDGET
B528	EQPT/EQPT REPAIR - WROBLE	.00	2,000	.00	12,500	12,500.00-	100.0-	12,800
B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL	559.52	10,000	18,875.19	50,000	31,124.81-	62.3-	66,350
B820	BLDG AND GROUNDS - BUTTERFIELD	.00	0	1,407.10	0	1,407.10	.0	0
B821	BLDG AND GROUNDS - CENTEX	.00	0	1,148.55	0	1,148.55	.0	0
B822	BLDG AND GROUNDS - COLLEGE	.00	0	20,000.00	20,000	.00	.0	20,000
B823	BLDG AND GROUNDS - EARLSTON	.00	0	1,359.55	25,000	23,640.45-	94.6-	25,000
B824	BLDG AND GROUNDS - HOBSON	.00	0	1,453.61	21,000	19,546.39-	93.1-	21,000
B825	BLDG AND GROUNDS - LIBERTY PARK	1,400.00	0	2,802.75	0	2,802.75	.0	0
B826	BLDG AND GROUNDS - NORTHWEST	.00	0	3,431.73	37,000	33,568.27-	90.7-	37,000
B827	BLDG AND GROUNDS - VENARD	1,400.00	0	28,087.65	10,000	18,087.65	180.9	10,000
B828	BLDG AND GROUNDS - WROBLE	.00	0	13,402.75	8,600	4,802.75	55.9	8,600
B829	BLDG AND GROUNDS - LIFT STATIONS GENERAL	.00	3,000	1,864.00	27,000	25,136.00-	93.1-	31,750
=====								
SECT B TOTALS		17,835.91	32,200	217,085.07	512,000	294,914.93-	57.6-	585,500
=====								
DEPT 15 TOTALS		19,897.83	34,278	239,061.49	535,084	296,022.51-	55.3-	614,100
=====								
DEPT 17 O & M EXPENSES - INSURANCE & EMPLOYEE BENEFITS								
SECT E INSURANCE AND EMPLOYEE BENEFITS								
E452	LIABILITY/PROPERTY	.00	0	215,645.00	249,850	34,205.00-	13.7-	249,850
E455	EMPLOYEE GROUP HEALTH	45,243.32	55,000	404,001.15	495,000	90,998.85-	18.4-	658,000
E460	IMRF	20,537.49	18,750	159,330.57	200,000	40,669.43-	20.3-	250,000
E461	SOCIAL SECURITY	17,736.57	19,500	193,751.15	208,000	14,248.85-	6.9-	260,000
=====								
SECT E TOTALS		83,517.38	93,250	972,727.87	1,152,850	180,122.13-	15.6-	1,417,850
=====								
DEPT 17 TOTALS		83,517.38	93,250	972,727.87	1,152,850	180,122.13-	15.6-	1,417,850
=====								
DEPT 91 SA EXPENSE								
=====								
DEPT 91 TOTALS		.00	0	.00	0	.00	0	
=====								
FUND EXPENSE TOTAL		556,500.82	689,778	7,490,455.44	12,252,042	4,761,586.56-	38.9-	14,496,550
=====								
FUND 01 TOTALS		314,272.53-	121,479-	1,404,749.99-	2,496,282	3,901,031.99-	156.3-	2,419,169
=====								

TREASURER'S REPORT

DATE 02/07/24  
 FUND 02 IMPROVEMENT FUND

MONTH ENDED 01/31/24

PAGE 7

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT			
			MONTH	MONTH			BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		1,390.01-	400-	12,309.83-	3,600-	4,700-
3010	TRUNK SEWER SERVICE CHARGES		.00	7,500-	13,880.90-	67,500-	90,000-
3035	INTERFUND TRANSFER		.00	0	400,000.00-	800,000-	800,000-
=====							
DEPT 05	TOTALS		1,390.01-	7,900-	426,190.73-	871,100-	894,700-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	46,600	93,200
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	46,595.53	0	0
=====							
DEPT 30	TOTALS		.00	0	46,595.53	46,600	93,200
=====							
DEPT 36	CAPITAL EXP - LIBERTY PARK LIFT STATION UPGRADE						
=====							
DEPT 36	TOTALS		.00	0	.00	0	0
=====							
DEPT 47	CAPITAL EXP - CENTEX LIFT STATION UPGRADE						
0500	PROJECT BUDGET		.00	0	.00	304,400	304,400
0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUPRVI		.00	0	14,245.21	0	0
0506	CONSTRUCTION CONTRACTS AND PURCHASES		.00	0	614,968.28	0	0
=====							
DEPT 47	TOTALS		.00	0	629,213.49	304,400	304,400
=====							
DEPT 48	CAPITAL - VENARD LIFT STATION UPGRADE						
0500	PROJECT BUDGET		.00	0	.00	850,000	850,000
0502	DESIGN ENGINEERING/ARCHITECTURAL		1,216.25	0	10,819.00	0	0
=====							
DEPT 48	TOTALS		1,216.25	0	10,819.00	850,000	850,000
=====							
DEPT 74	CAPITAL EXP - SEWER - UNSEWERED AREAS						
0500	PROJECT BUDGET		.00	0	.00	0	500
=====							
DEPT 74	TOTALS		.00	0	.00	0	500
=====							
FUND EXPENSE TOTAL			1,216.25	0	686,628.02	1,201,000	1,248,100
=====							
FUND 02	TOTALS		173.76-	7,900-	260,437.29	329,900	353,400
=====							

TREASURER'S REPORT

DATE 02/07/24  
 FUND 03 CONSTRUCTION FUND

MONTH ENDED 01/31/24

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NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		2,868.98-	1,475-	23,612.27-	13,275-	17,700-
3009	SEWER PERMIT FEES		.00	20,800-	86,847.00-	187,600-	250,000-
=====							
DEPT 05	TOTALS		2,868.98-	22,275-	110,459.27-	200,875-	267,700-
=====							
DEPT 20	CAPITAL EXP - WWTC - GAS DETECTION/ALARMING						
0500	PROJECT BUDGET		.00	3,000	.00	419,000	419,000
0502	DESIGN ENGINEERING/ARCHITECTURAL		1,936.25	0	11,836.29	0	0
=====							
DEPT 20	TOTALS		1,936.25	3,000	11,836.29	419,000	419,000
=====							
DEPT 21	CAPITAL EXP - WWTC - BIOSOLIDS IMPROVEMENTS						
0500	PROJECT BUDGET		.00	205,000	.00	381,000	997,500
0501	REPORT ENGINEERING/ARCHITECTURAL		22,605.00	0	31,798.40	0	0
=====							
DEPT 21	TOTALS		22,605.00	205,000	31,798.40	381,000	997,500
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	14,450	28,807
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	14,403.65	0	0
=====							
DEPT 30	TOTALS		.00	0	14,403.65	14,450	28,807
=====							
DEPT 31	CAPITAL EXP - WWTC - CHP BIOGAS						
=====							
DEPT 31	TOTALS		.00	0	.00	0	0
=====							
DEPT 32	CAPITAL EXP - WWTC - SECOND TURBOBLOWER						
=====							
DEPT 32	TOTALS		.00	0	.00	0	0
=====							
DEPT 33	CAPITAL EXP - WWTC - DIGESTER MIXING/GAS PIPING						
=====							
DEPT 33	TOTALS		.00	0	.00	0	0
=====							
DEPT 34	CAPITAL EXP - WWTC - GREASE WASTE DELIVERY RAMP						
=====							
DEPT 34	TOTALS		.00	0	.00	0	0
=====							
DEPT 35	CAPITAL EXP - WWTC - CHP BIOGAS PHASE 2						

TREASURER'S REPORT

DATE 02/07/24

MONTH ENDED 01/31/24

PAGE 9

FUND 03 CONSTRUCTION FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	Y-T-D	Y-T-D	BUDGET
			MONTH	MONTH			
=====							
DEPT 35	TOTALS		.00	0	.00	0	0
=====							
DEPT 37	CAPITAL EXP - WWTC - GREASE RECEIVING STATN NO2						
=====							
DEPT 37	TOTALS		.00	0	.00	0	0
=====							
DEPT 38	CAPITAL EXP - WWTC - PROPERTY ACQUISITION						
=====							
DEPT 38	TOTALS		.00	0	.00	0	0
=====							
DEPT 39	CAPITAL EXP - WWTC - GRIT BLOWER REPLACEMENT						
=====							
DEPT 39	TOTALS		.00	0	.00	0	0
=====							
DEPT 40	CAPITAL EXP - WWTC - LOAN REPAYMENT						
=====							
DEPT 40	TOTALS		.00	0	.00	0	0
=====							
FUND EXPENSE TOTAL			24,541.25	208,000	58,038.34	814,450	1,445,307
=====							
FUND 03 TOTALS			21,672.27	185,725	52,420.93-	613,575	1,177,607
=====							

TREASURER'S REPORT

DATE 02/07/24

MONTH ENDED 01/31/24

PAGE 10

FUND 05 PUBLIC BENEFIT FUND

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
=====							
DEPT 05	TOTALS		.00	0	.00	0	0
=====							
DEPT 59	CAPITAL EXP - SEWER - SEWER EXTENSIONS						
=====							
DEPT 59	TOTALS		.00	0	.00	0	0
=====							
DEPT 65	CAPITAL EXP - SEWER - REIMB FOR ADDED DEPTH						
=====							
DEPT 65	TOTALS		.00	0	.00	0	0
=====							
FUND EXPENSE TOTAL			.00	0	.00	0	0
=====							
FUND 05 TOTALS			.00	0	.00	0	0
=====							

TREASURER'S REPORT

DATE 02/07/24

MONTH ENDED 01/31/24

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FUND 71 SEWER EXTENSIONS ESCROW

NUMBER	DESCRIPTION	COST	ACTUAL	BUDGET	ACTUAL	BUDGET	TOTAL
			CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
			MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====							
DEPT 05	REVENUES						
=====							
DEPT 05	TOTALS		.00	0	.00	0	0
=====							
DEPT 92	SEWER EXPENSE						
=====							
DEPT 92	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 71	TOTALS		.00	0	.00	0	0
=====							

**WWTC Operations Data – December**

The DMR for December indicates that the final effluent averaged 0.93 mg/L CBOD, 0.5 mg/L suspended solids and 0.14 mg/L ammonia-nitrogen over a daily average flow of 11.45 MGD. There were no permit excursions in December.

**Financial Data – December**

In December, the District received \$918,380 in the General fund, including \$345,882 in user charges, \$24,405 in surcharges and \$452,867 in monthly fees. General fund expenses totaled \$800,965. The Improvement fund had revenues of \$8,240 and expenses of \$6,894. The Construction fund had revenues of \$14,135 and expenses of \$8,866.

**Sewer Permits – December**

There were 9 sewer permits issued in December – 4 single family, 1 commercial, 2 repairs, and 2 disconnections.

**Celebration of Life for Wally Van Buren**

A Celebration of Life for Wally will be held Monday, February 5, 2024 at 10:00 am at Christ Church of Oak Brook, 501 Oak Brook Road, (York Road and 31st Street), Oak Brook, IL 60523. Please coordinate with your Supervisor if you plan to attend.

**Personnel**

The new Maintenance Mechanic will start on February 12.

**TopHealth**

The February edition of TopHealth is enclosed.

**Password Change Information**

An informational page is enclosed regarding password change information and proper phishing alert procedures. If you have any questions, please contact Carly Shaw.

**Illinois Wastewater Surveillance System**

The District continues to participate in the Illinois Wastewater Surveillance System. COVID, RSV and Influenza data from our wastewater treatment center can be found at <https://iwss.uillinois.edu/wastewater-treatment-plant/275/>.



## **Sewer Rehabilitation/Infiltration and Inflow Removal**

We are targeting the 2C-025 area in downtown Downers Grove for private property inspections and I/I removal. Regular flow monitoring continues.

### **Status of Projects**

#### 1) 001 Outfall Pipe Repair

The televising inspection of the replaced pipe has been completed, and it passed the inspection. Permanent restoration remains to be completed in the Spring.

#### 2) Centex Lift Station Replacement

Berger intends to make the final connection of the new lift station to the force main on Monday. Removal of the old lift station and winter restoration will be completed after the force main connection is complete.

#### 3) Curtiss Street Trunk Sewer Rehabilitation

Visu-Sewer performed cleaning and televising this week. They intend to start the lining next week.

#### 4) Venard Forcemain Replacement

Baxter & Woodman (B&W) has provided draft plans and specifications to the District for review.

#### 5) SCADA Platform Replacement (Ignition)

Concentric continues to work on new displays and reporting.

#### 6) Diesel Tank Replacement

Bids were opened on January 17. One bid was received, and B&W is currently reviewing it.

**Personnel**

Geoff Chelich is joining the District on Monday, February 12 as the new Maintenance Mechanic.

**Employee Function**

Please join us in the MSB Garage for an employee luncheon on Thursday, February 29 at 11:30 a.m. We are serving Italian Beef, mostaccioli, salad, potato salad, chips, pop, and desert. If anyone has any suggestions of restaurants we could have cater our next luncheon, please share them with Carly Shaw or Michelle Jasso. We are always open to new ideas.

If you have any ideas for employee events you would like us to plan, you may also share those with Carly or Michelle. We will begin planning a spring/summer outing soon.

**Illinois Wastewater Surveillance System**

The District continues to participate in the Illinois Wastewater Surveillance System. COVID, RSV and Influenza data from our wastewater treatment center can be found at <https://iwss.uillinois.edu/wastewater-treatment-plant/275/>.

**Sewer Rehabilitation/Infiltration and Inflow Removal**

We are targeting the 2C-025 area in downtown Downers Grove for private property inspections and I/I removal. Regular flow monitoring continues.

**Status of Projects**

1) 001 Outfall Pipe Repair

Permanent restoration remains to be completed in the Spring.

2) Centex Lift Station Replacement

The new lift station is connected to the forcemain and has been operating well. The old lift station has been abandoned and site restoration completed as far as it can be until the growing season.

3) Curtiss Street Trunk Sewer Rehabilitation

Visu-Sewer has lined two approximately 400 foot sections of pipe located on our easement on Rexnord's property.

4) Venard Forcemain Replacement

Baxter & Woodman (B&W) has provided draft plans and specifications to the District for review.

5) SCADA Platform Replacement (Ignition)

Concentric continues to work on new displays and reporting.

6) Diesel Tank Replacement

The District has decided not to move forward with this project at this time.

# DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

## Wastewater Report, January 2024

For updates on your plant in-between these monthly reports, please visit our wastewater dashboard <https://iwss.uillinois.edu>

### LOCATION: DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER (DuPage County)

#### Catchment Information

Population Served	65,000
NPDES	IL0028380
zipcode	60515
IL Covid Region	8

### SARS-CoV-2 LEVELS IN WASTEWATER

Wastewater is analyzed using digital PCR (dPCR) to determine the concentration of the SARS-CoV-2 virus in a sample. The nucleocapsid protein (N) gene of the virus is targeted in the assay, and results are reported in gene copies per liter of starting wastewater.

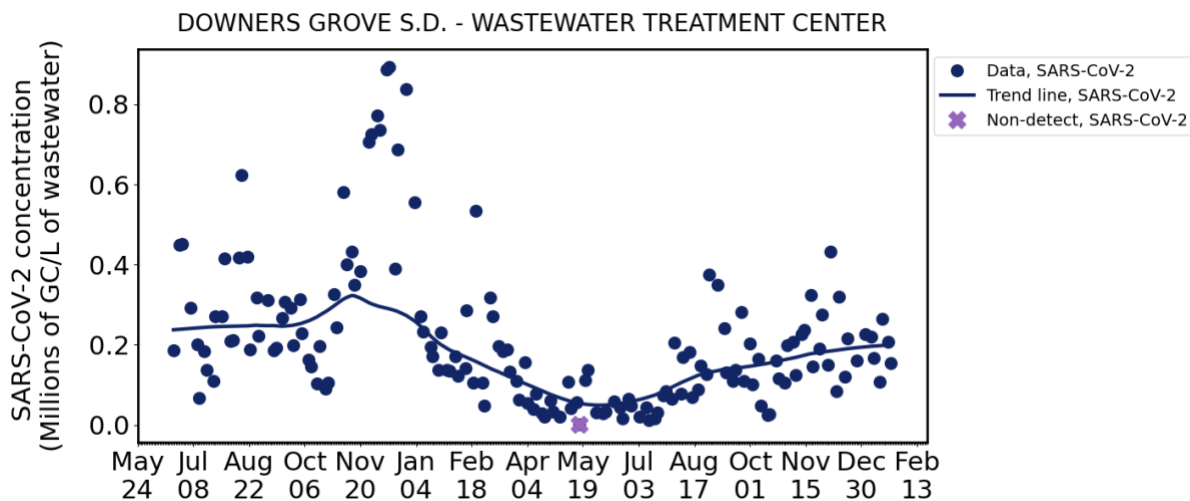


Figure 1. Time series plot of SARS-CoV-2 viral concentrations in millions of gene copies per liter (GC/L) of wastewater.

### SARS-CoV-2 SAMPLING RESULTS - LAST 8 SAMPLES

Date	SARS-CoV-2 (GC/L)
2024-01-23	153,525

2024-01-21	206,175
2024-01-16	264,225
2024-01-14	106,500
2024-01-09	166,875
2024-01-07	219,750
2024-01-02	225,600
2023-12-26	159,450

## SARS-CoV-2 LINEAGES IN WASTEWATER

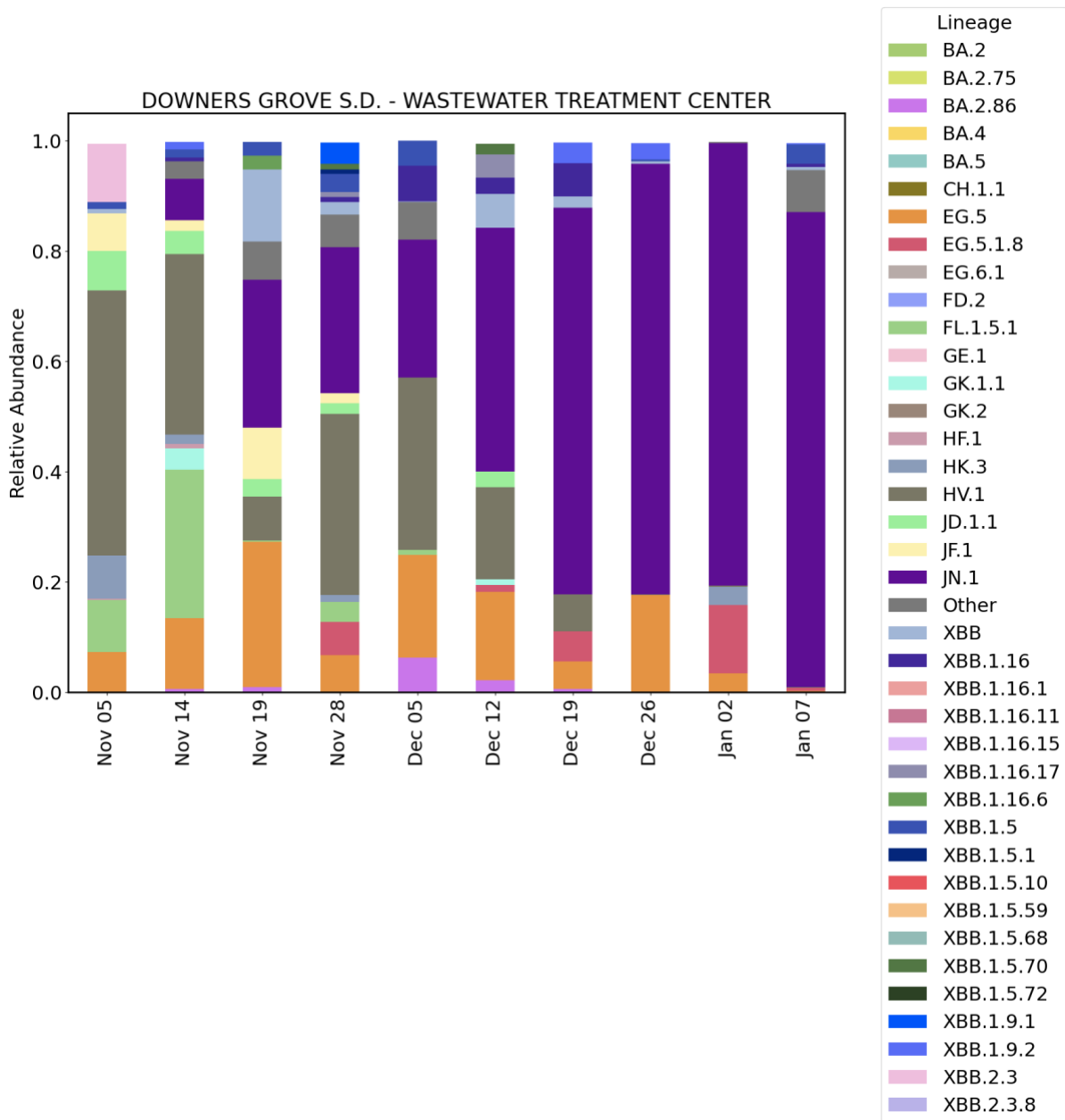


Figure 2. Stacked barplot showing the relative abundances of SARS-CoV-2 lineages in wastewater samples. All lineages in the legend, excluding "Other," are associated with Omicron. The most recently available two months worth of data are shown.

## INFLUENZA A/B LEVELS IN WASTEWATER

Wastewater is analyzed using digital PCR (dPCR) to determine the concentration of influenza A and influenza B viruses in a sample. Results are reported in gene copies per liter of starting wastewater.

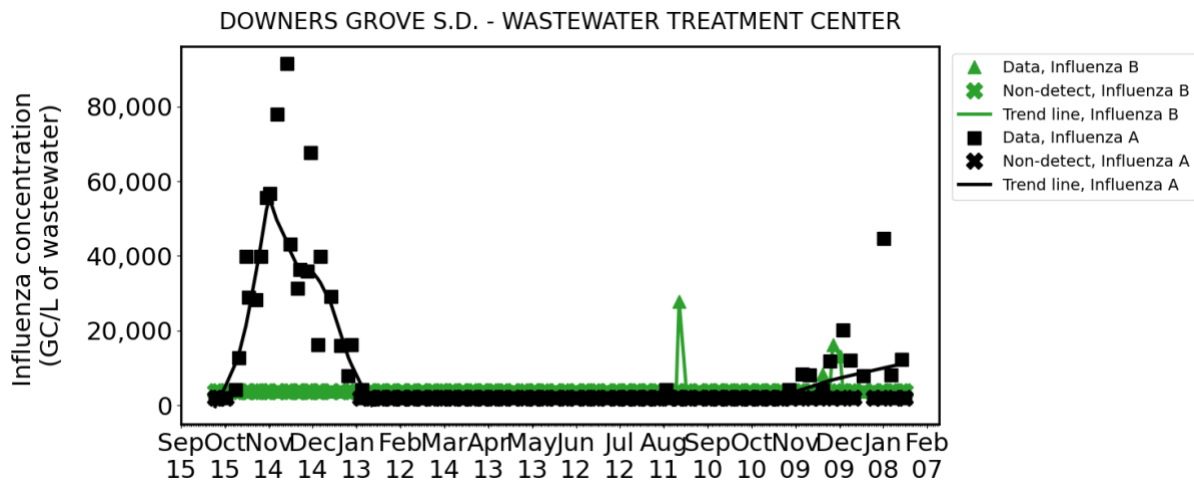


Figure 3. Time series plot of Influenza A/B viral concentrations in gene copies per liter (GC/L) of wastewater.

## INFLUENZA A/B SAMPLING RESULTS - LAST 8 SAMPLES

Date	Influenza A (GC/L)	Influenza B (GC/L)
2024-01-23	Non-detect	Non-detect
2024-01-21	12,150	Non-detect
2024-01-16	Non-detect	Non-detect
2024-01-14	8,175	Non-detect
2024-01-09	44,775	Non-detect
2024-01-07	Non-detect	Non-detect
2024-01-02	Non-detect	Non-detect
2023-12-26	7,950	Non-detect

## RSV LEVELS IN WASTEWATER

Wastewater is analyzed using digital PCR (dPCR) to determine the concentration of Respiratory Syncytial Virus (RSV) in a sample. Results are reported in gene copies per liter of starting wastewater.

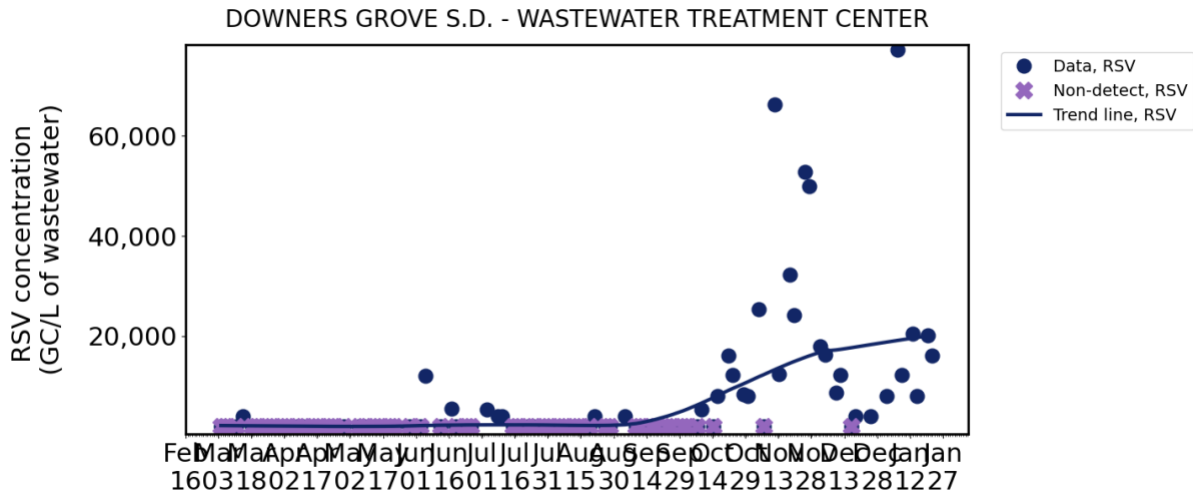


Figure 4. Time series plot of RSV viral concentrations in gene copies per liter (GC/L) of wastewater.

## RSV SAMPLING RESULTS - LAST 8 SAMPLES

Date	RSV (GC/L)
2024-01-23	16,125
2024-01-21	20,175
2024-01-16	8,100
2024-01-14	20,475
2024-01-09	12,225
2024-01-07	77,250
2024-01-02	8,025
2023-12-26	3,975



# Guide to Interpreting Data on SARS-CoV-2, Influenza, & Respiratory Syncytial Virus (RSV) Gene Copies in Wastewater Samples

## What do the results mean?

There are several factors to consider when interpreting viral data in wastewater. The rate, magnitude, and duration of shedding may vary from one person to another and from virus to virus, thus how or even whether it is possible to translate viral levels in wastewater into precise community health metrics is an open scientific question. It is only appropriate to monitor and observe the trends of viral gene copies detected in a community over time. The data presented in tables, graphs, and trend assessments show the concentration of RNA copies in the wastewater area from the community where the wastewater was collected. A significant increase in viral gene copies over time is an indicator that cases may be increasing in the community. Wastewater data should not be interpreted in isolation but rather considered alongside other public health metrics.

## What does the number that is reported on a sample day mean?

It is a measure of how many gene copies are present in a sample, typically reported as gene copies per liter of wastewater (GC/L). Samples are typically obtained from municipal wastewater treatment plants and reflect inputs of viral material shed by the community served by the treatment plant. This number does not indicate gene copies per person or population.

## How are the gene copies measured in the wastewater?

Wastewater samples are first processed to concentrate and isolate genetic material (RNA) that is present in the sample. RNA sequences specific to SARS-CoV-2, influenza A & B, and RSV are then detected and quantified using a molecular biology tool called digital polymerase chain reaction (dPCR). During dPCR, a targeted segment of the RNA is converted to DNA and then amplified (copied many times) so it can be detected by laboratory instruments. Specific methods for sample processing and PCR-based quantification differ among wastewater monitoring projects and analytical laboratories.

## What does it mean if a data point for a sample is 0 or a non-detect?

A non-detect means that the amount of SARS-CoV-2, influenza, or RSV RNA in the wastewater sample is below the level that can be reliably detected by the quantification methods used in a given laboratory. A determination of non-detect does not necessarily mean that no viral RNA is present in the sample or in the system – rather that the levels are low enough that they cannot be reliably determined. In some cases, other components of wastewater may interfere with individual measurements, leading to an incorrect non-detection similar to false negatives that can occur from at-home and clinical testing. A non-detect does not necessarily mean that there are no infected individuals within the associated community.

## What is the viral gene copy trend line?

The trend line is calculated using Locally Weighted Scatterplot Smoothing (LOWESS), a local regression analysis. It allows us to see the change in trend over time by fitting a curve to the data. This method is useful because it reduces the influence of outliers, and wastewater data can be highly variable. LOWESS is a more complex extension of the moving average.



## **Does the number of gene copies in a sample tell us how many people are sick?**

There are not presently agreed-upon methods for translating concentration of SARS-CoV-2, influenza, or RSV genetic material in wastewater into a measure of how many people, or even what percentage of a community, have COVID-19, flu, or RSV, respectively. Variability between different wastewater sources, treatment facilities, and communities makes it difficult to translate the SARS-CoV-2, influenza, or RSV concentrations into a measure of how many people are infected in the community. However, an upward or downward trend in viral gene copies per liter of wastewater generally suggests a similar trend in the number of people infected within a given community.

## **Can I compare the number of gene copies in a sample from site to site?**

Because each community has a different mix of wastewater inputs, different populations, and different wastewater systems, it is not appropriate to compare viral gene copy numbers among communities. Instead, trends in SARS-CoV-2, influenza, or RSV concentrations from a specific community over time can be used to help understand whether cases or hospitalizations are likely to increase or decrease in the community. Sample collection methods and mechanisms, collection times, and sample variability are other factors that discourage cross-site comparison.

## **Can I compare the gene copies of different pathogens to one another?**

Because each pathogen is distinct, it is not appropriate to compare their viral gene copy numbers, even at the same site. Instead, trends in SARS-CoV-2, influenza, or RSV concentrations (increasing/decreasing) can be used to understand if cases or hospitalizations for each pathogen are likely to increase or decrease in the community.

## **Guide to Interpreting Data on SARS-CoV-2 Lineages in Wastewater Samples**

### **What are lineages and how are they determined?**

Wastewater is sequenced to determine the variants of SARS-CoV-2 virus present in a sample, a proxy for circulating variants in the community. Our sequencing strategy utilizes the entire genome of SARS-CoV-2 to identify mutations that are diagnostic of variants of the virus. Full genome coverage gives us better resolution for distinguishing variants, especially those very similar to each other. Variant names and lineage relationships are determined by the World Health Organization (WHO).

Variant: A genome that contains a particular set of mutations.

Mutation: A change in the genetic information introduced during viral replication.

Lineage: A collection of variants all related to each other based on analysis of the virus genomic sequence.

### **What is the sequencing plot showing me?**

This plot is displaying the relative abundance, or proportion, of lineages found in a wastewater sample collected on a particular date. This plot was generated after comparing sample sequences to a SARS-CoV-2 reference genome and identifying characteristic mutations that are



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associated with different variants. We then calculate the percentage of each variant present in the sample. This plot summarizes the variant detections; lineages are displayed, as there are often many variants detected that are in the same lineage.

### **What do the results mean?**

The SARS-CoV-2 variants identified in a particular plant's wastewater can provide insight into the variants circulating in the population that the plant serves. This information can be useful, as there tend to be fewer clinical sequences, and those might only reflect a small proportion of the community feeling sick enough to pursue testing. The wastewater samples passively capture the virus shed in wastewater from the community where the wastewater was collected, not just those who are symptomatic. Wastewater data is not interpreted in isolation but rather considered alongside other public health metrics.

### **Does the number or type of lineages tell us how many people are sick?**

We cannot tell how many people are sick from the lineages observed in the wastewater. We can only see relative proportions of the variants that are present in the community served by the wastewater treatment plant. We do pay attention to specific mutations that have been identified as having clinical implications (e.g., for effectiveness of medications or disease severity).

### **Can I compare the lineages in a sample from site to site?**

Yes. We often detect variants in a particular plant first, and then see the relative abundance change over time, with certain lineages becoming more prevalent across the state from plant to plant. We compare these detections to sequence data from across the United States and the world.

### **Why are the dates of the sequencing data not as current as the gene copies data?**

Sequencing results are available about two weeks after sample collection. This is because the quantification of SARS-CoV-2 levels by dPCR happens first, and then genetic material (RNA) is sent for sequencing. Additionally, samples then take multiple days to run on the sequencer and computational processing of sequences takes additional time before results are available.

### **Why do the lineages in the legend change periodically?**

The lineages shown in the sequencing plot of this report are in alignment with the CDC's national genomic surveillance system. As the SARS-CoV-2 virus mutates, new variants emerge. This means there are regularly new variants that contribute to the spread of COVID-19. Some variants will disappear while others will continue to spread and even replace others as the dominant variant. These monthly reports reflect those changes as we continue to monitor for emerging variants of concern.



**Board of Trustees**  
Wallace D. Van Buren  
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Amy E. Sejnost  
*Vice President*  
Jeremy M. Wang  
*Clerk*

**Downers Grove**  
  
**Sanitary District**

2710 Curtiss Street  
P.O. Box 1412  
Downers Grove, IL 60515-0703  
Phone: 630-969-0664  
Fax: 630-969-0827  
www.dgsd.org

**General Manager**  
Amy R. Underwood

**Legal Counsel**  
Dan McCormick

*Providing a Better Environment for South Central DuPage County*

**VIA EMAIL:** [sheryl.markay@dupageco.org](mailto:sheryl.markay@dupageco.org)

January 29, 2024

Chair Deb Conroy  
DuPage County  
Attn: Sheryl Markay, Chief Policy and Program Officer  
421 N. County Farm Road  
Wheaton, IL 60187

Re: Downers Grove Sanitary District Updates

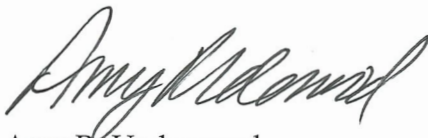
Dear Chair Conroy:

In accordance with County Ordinance OCB-001-11, enclosed are copies of the following updated Downers Grove Sanitary District documents:

- Resolution No. R2024-01 Presidential Powers

Sincerely,

DOWNERS GROVE SANITARY DISTRICT



Amy R. Underwood  
General Manager

Enclosures

cc: Board of Trustees