

DOWNERS GROVE SANITARY DISTRICT
GENERAL MANAGER'S REPORT
March 15, 2019

March Board Meeting

Copies of the following items are enclosed for the March 19, 2019 meeting:

- 1) Proposed Agenda
- 2) Minutes of the February 12, 2019 regular meeting
- 3) Claim Ordinance 1875
- 4) Approval of FY 19/20 Budget / Five Year Plan and Adoption of Appropriation Ordinance
- 5) Memo regarding adoption of Ordinance No. ORD 19-01 Amending Rates and Fees
- 6) Memo Regarding Renewal of Insurance Coverage
- 7) Annexation Ordinance AO 2019-01 – 6400 Carpenter, Downers Grove
- 8) Operations Report – Financial Reporting and Auditing
- 9) Memo regarding General Manager Review *confidential under separate cover*

BOLI Meeting

There is a BOLI meeting scheduled for 6:45 pm on March 19, 2019, immediately preceding the Trustees regular meeting. The packet for that meeting is attached.

Operations Reports

Copies of the following are enclosed for February operations:

- 1) Progress Report from Clay on Administrative Services activities.
- 2) The WWTC Operations Report from Marc.
- 3) The WWTC/Lift Station Maintenance Report from Jeff.
- 4) Progress Report from Bob on Collection System Maintenance activities.
- 5) Progress Report from Ted on Collection System Construction activities.
- 6) Progress Report from Reese on Laboratory activities.

Infiltration/Inflow Removal Work

Inspection efforts on private property under the I/I program with the intention of conducting I/I removal is ongoing in the 1-K-028 (Cass and Burlington, WT) area. A map showing progress for this area is included here, as well as a status summary sheet.

Flow metering continues, including meters in the 1-M-050 (55th and Victor, DG) vicinity to evaluate post-rehabilitation and I/I reduction performance. Attached is an updated summary of monitoring data results.

Financial

A copy of the Investment Schedule as of February 28, 2019 is enclosed.

The Treasurer's Report for February, 2019 covering the first ten months of FY 18-19 is included here, along with a summary cover memo.

Meetings

I attended the following meeting since the February 8, 2019 General Manager's report:

- February 14 hosted tour of WWTC for WNET, a PBS NewsHour affiliate.
- February 15 attended Downers Grove Economic Development Corporation Board of Directors meeting in Downers Grove.
- February 20 hosted tour of WWTC for Downers Grove North High School Environmental Science class.
- February 27 attended DRSCW Annual meeting in Lombard. Larry also attended.
- February 28 attended Downers Grove Village Administrators meeting in Downers Grove.
- March 1 hosted tour of WWTC for SCARCE teacher workshop.
- March 6 attended Nutrient Assessment Reduction Plan Workshop, sponsored by IWEA, in Itasca.
- March 11 attended DRSCW Project Committee consultant selection interviews in Naperville.
- March 13 hosted tours of WWTC for Clarendon Hills Middle School science classes.

Miscellaneous

Copies of the following items are enclosed:

- 1) General Manager's Reports to Employees dated February 15, March 1 and March 15, 2019.
- 2) DRSCW Newsletter for Winter, 2019.
- 3) Annual report to IEPA regarding status of Phosphorus Discharge Optimization Plan, dated March 15, 2019.

cc: WDVB, AES, PWC, BOLI, TTC, WCC, MGP

**DOWNERS GROVE SANITARY DISTRICT
BOARD OF TRUSTEES MEETING
March 19, 2019 – 7:00 PM**

PROPOSED AGENDA

- I. APPROVAL OF FEBRUARY 12, 2019 REGULAR MEETING MINUTES
- II. APPROVAL OF CLAIM ORDINANCE NO. 1875
- III. PUBLIC COMMENT
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. APPROVAL OF FY 19-20 BUDGET / FIVE YEAR PLAN AND ADOPTION OF APPROPRIATION ORDINANCE
 - B. ORDINANCE NO. ORD 19-01 AMENDING RATES AND REES
 - C. INSURANCE RENEWALS
 - D. ANNEXATION ORDINANCE AO 2019-01 – 6400 CARPENTER, DG
 - E. OPERATIONS REPORT – FINANCIAL REPORTING AND AUDITING
- VI. EXECUTIVE SESSION - PERSONNEL

MINUTES

The monthly meeting of the Downers Grove Sanitary District Board of Trustees was held on Tuesday, February 12, 2019, convening at 7:00 p.m. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were President Wallace D. Van Buren, Trustee Amy E. Sejnost, Trustee Paul W. Coultrap, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell and Attorney Michael G. Philipp.

Minutes of Regular Meeting – January 15, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the regular meeting held on January 15, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Minutes of Executive Session – January 15, 2019

A motion was made by Trustee Coultrap seconded by Trustee Sejnost approving the minutes of the executive session held on January 15, 2019 as presented and authorizing the President and Clerk to sign same. The motion carried.

Claim Ordinance No. 1874

A motion was made by Trustee Sejnost seconded by Trustee Coultrap adopting Claim Ordinance No. 1874 in the total amount of \$617,008.37 as presented and authorizing the President and Clerk to sign same. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Public Comment – None

Old Business – None

New Business:

Five Year Financial Plan and Budget Review – Fiscal Year 2019-2020 to Fiscal Year 2023-2024

General Manager Menninga presented the following budget documents: Five-Year Financial Plan for Fiscal Years 2019-20 to 2023-24, Notice of Availability of Fiscal Year 2019-20 Appropriation Ordinance/Budget for public review, revised Budget Calendar, and proposed Appropriation Ordinance for Fiscal Year 2019-20. He reviewed the Five-Year Financial Plan including the General Corporate, Improvement, Construction, and Public Benefit funds. The Notice of Availability of the Fiscal Year 2019-20 Appropriation Ordinance/Budget was recommended to be published in the local paper on February 13. Final approval of the Five Year Financial Plan and the Appropriation Ordinance is scheduled for the March 19 regular meeting. A motion was made by Trustee Coultrap seconded by Trustee Sejnost authorizing publication of the Notice of Availability of Fiscal Year 2019-20 Appropriation Ordinance/Budget for public review on February 13. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Review of Executive Session Minutes

The Board reviewed the minutes of executive sessions held on September 10, 2018 and December 10, 2018, which have not previously been made available for public inspection or not previously reviewed. A motion was made by Trustee Sejnost seconded by Trustee Coultrap determining that the need for confidentiality no longer exists as to the executive session minutes of September 10, 2018 and December 10, 2018. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.) A motion was made by Trustee Sejnost seconded by Trustee Coultrap approving destruction of the verbatim record of the executive session held on March 21, 2017 as provided by state statute. The motion carried. (Votes recorded: Ayes–Van Buren, Sejnost and Coultrap.)

Investment in Certificate of Deposit – Bridgeview Bank, Woodridge

Administrative Supervisor Campbell reviewed staff's purchase of a thirteen-month Certificate of Deposit (CD) with Bridgeview Bank, Woodridge on January 15, 2019 in the amount of \$250,000 with an interest rate of 2.57 percent. The old interest rate was at 1.20 percent. A motion was made by Trustee Coultrap seconded by Trustee Sejnost ratifying the actions of staff on behalf of the District to purchase a CD in the amount of \$250,000 with Bridgeview Bank, Woodridge at an interest rate of 2.57 percent for a term of thirteen months. The motion carried. (Votes recorded: Ayes-Van Buren, Sejnost and Coultrap.)

Other New Business

Trustee Van Buren acknowledged that Trustee Amy Kovacevic's last name had changed to Sejnost, commented that he was excited about upcoming tours at the WWTC and noted that he would be attending the IAWA Mini-Conference in March. In addition, Trustee Van Buren inquired about the status of an anticipated sag repair by Uno Construction for work performed on the Westmont Alley project and if all issues with Liberty Park lift station SCADA communications had been resolved.

Trustee Sejnost also inquired about the sag identified in the Westmont Alley project area and the scope of the repair that will need to be made by Uno Construction. In addition, she noted the District was able to sell its old Atomic Absorption Spectrometer and she applauded Maintenance department staff on its ability to achieve significant cost savings on several repair items associated with the District's Emergency generators by performing the labor in-house. Lastly, she encouraged employees on participation in the upcoming employee CPR and AED Training.

Trustee Coultrap inquired about the current status of activities with the IAWA Legislative Subcommittee. In addition, he commented that he was looking forward to both the upcoming property and general liability renewal premiums in March and the group health insurance renewal premiums in April.

General Manager Menninga discussed continued interest in maintaining a Current Water membership for the District.

A motion was made by Trustee Coultrap seconded by Trustee Sejnost to adjourn the regular meeting at 7:53 p.m. The motion carried.

Approved: March 19, 2019

President

Attest: _____
Clerk

Downers Grove, Illinois

Date: March 19, 2019

Claim Ordinance No. 1875

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 **\$584,409.64** being in words and figures as follows:

GENERAL LEDGER RECAP

DATE 02/19/19 PERIOD END 02/15/19 PAGE 4

Payroll Ending Date: 02/15/19
Payroll Paid Date: 02/19/19
GL Date: 03/31/19

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		19327.82-
01-00.2000	FEDERAL TAX WITHHELD		2861.96-
01-00.2001	STATE TAX WITHHELD		1383.85-
01-00.2002	SOCIAL SECURITY WITHHELD		2411.92-
01-00.2003	IMRF WITHHELD		1418.78-
01-00.2013	CREDIT UNION WITHHELD		800.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1638.73-
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC		300.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		100.00-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		359.89-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		198.03-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		1000.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A003	GENERAL MANAGEMENT	8301.72	
01-11.A004	FINANCIAL RECORDS	428.29	
01-11.A005	ADMINISTRATIVE RECORDS	146.82	
01-11.A007	CODE ENFORCEMENT	9068.61	
01-11.A008	SAFETY ACTIVITIES	44.90	
01-12.A009	OPERATIONS MANAGEMENT	4963.36	
01-12.A011	MAINTENANCE - WWTC	2762.08	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	430.68	
01-12.A014	MAINTENANCE - ELECTRICAL	101.37	
01-12.A021	WWTC - OPERATIONS	686.35	
01-12.A023	WWTC - ENERGY RECOVERY	88.61	
01-12.A030	BUILDING AND GROUNDS	1165.45	
01-13.A009	OPERATIONS MANAGEMENT	3427.13	
01-13.A041	LAB - WWTC	40.44	
01-13.A046	LAB - AMMONIA	121.33	
01-13.A048	LAB - ENERGY RECOVERY	100.90	
		31878.04	31878.04-

GENERAL LEDGER RECAP

DATE 02/28/19

PERIOD END 02/23/19

PAGE 5

Payroll Ending Date: 02/23/19

Payroll Paid Date: 03/01/19

GL Date: 03/31/19

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		50679.04-
01-00.2000	FEDERAL TAX WITHHELD		8607.57-
01-00.2001	STATE TAX WITHHELD		3589.85-
01-00.2002	SOCIAL SECURITY WITHHELD		5824.39-
01-00.2003	IMRF WITHHELD		3424.94-
01-00.2012	WAGE DEDUCTION ORDER		627.23-
01-00.2013	CREDIT UNION WITHHELD		1061.31-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1868.01-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		345.50-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		36.00-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		959.85-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		342.45-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		110.51-
01-11.A003	GENERAL MANAGEMENT	1266.59	
01-11.A004	FINANCIAL RECORDS	6582.45	
01-11.A005	ADMINISTRATIVE RECORDS	2687.00	
01-11.A007	CODE ENFORCEMENT	6789.87	
01-11.A008	SAFETY ACTIVITIES	118.00	
01-12.A011	MAINTENANCE - WWTC	14676.63	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	664.11	
01-12.A014	MAINTENANCE - ELECTRICAL	3513.05	
01-12.A021	WWTC - OPERATIONS	12960.55	
01-12.A022	WWTC - SLUDGE HANDLING	2412.09	
01-12.A023	WWTC - ENERGY RECOVERY	1035.32	
01-12.A030	BUILDING AND GROUNDS	2296.15	
01-13.A041	LAB - WWTC	4747.02	
01-13.A048	LAB - ENERGY RECOVERY	105.00	
01-14.A051	SEWER MAINTENANCE	5437.80	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	369.35	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	3114.61	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	460.82	
01-14.A064	INSPECTION - MISCELLANEOUS	4040.14	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	1311.72	
01-14.A066	INSPECTION - CODE ENFORCEMENT	439.92	
01-14.A072	SEWER INVESTIGATIONS	963.19	
01-15.A080	LIFT STATION MAINTENANCE	1485.27	
		77476.65	77476.65-

GENERAL LEDGER RECAP

DATE 03/01/19

PERIOD END 02/28/19

PAGE 4

Payroll Ending Date: 02/28/19

Payroll Paid Date: 03/04/19

GL Date: 03/31/19

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		19207.85-
01-00.2000	FEDERAL TAX WITHHELD		2907.84-
01-00.2001	STATE TAX WITHHELD		1382.68-
01-00.2002	SOCIAL SECURITY WITHHELD		2410.04-
01-00.2003	IMRF WITHHELD		1417.67-
01-00.2013	CREDIT UNION WITHHELD		800.00-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1636.98-
01-00.2017	VOLUNTARY GROUP LIFE		80.00-
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC		300.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		100.00-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		359.89-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		198.03-
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA		1000.00-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		77.06-
01-11.A003	GENERAL MANAGEMENT	6982.64	
01-11.A004	FINANCIAL RECORDS	337.65	
01-11.A005	ADMINISTRATIVE RECORDS	2184.12	
01-11.A007	CODE ENFORCEMENT	9032.24	
01-12.A009	OPERATIONS MANAGEMENT	4139.89	
01-12.A011	MAINTENANCE - WWTC	3219.01	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	177.00	
01-12.A014	MAINTENANCE - ELECTRICAL	324.68	
01-12.A021	WWTC - OPERATIONS	1052.12	
01-12.A030	BUILDING AND GROUNDS	738.89	
01-13.A009	OPERATIONS MANAGEMENT	3382.43	
01-13.A042	LAB - PRETREATMENT	205.20	
01-13.A048	LAB - ENERGY RECOVERY	102.17	
		31878.04	31878.04-

GENERAL LEDGER RECAP

DATE 03/15/19

PERIOD END 03/09/19

PAGE 5

Payroll Ending Date: 03/09/19

Payroll Paid Date: 03/15/19

GL Date: 03/31/19

G/L NUMBER	COST DESCRIPTION	DEBIT	CREDIT
01-00.1001	CASH - PAYROLL ACCOUNT		47123.04-
01-00.2000	FEDERAL TAX WITHHELD		7772.49-
01-00.2001	STATE TAX WITHHELD		3270.68-
01-00.2002	SOCIAL SECURITY WITHHELD		5429.60-
01-00.2003	IMRF WITHHELD		3352.62-
01-00.2012	WAGE DEDUCTION ORDER		250.90-
01-00.2013	CREDIT UNION WITHHELD		1061.31-
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION		1907.70-
01-00.2017	VOLUNTARY GROUP LIFE		240.00-
01-00.2021	FLEXIBLE ACCOUNT WITHHELD - MEDICAL		345.50-
01-00.2022	FLEXIBLE ACCOUNT WITHHELD - DEPENDENT CARE		36.00-
01-00.2024	FLEXIBLE ACCOUNT WITHHELD - PREM CONVERSION		959.85-
01-00.2025	EMPLOYEE INS PREM CONTRIBUTION - POST TAX		456.55-
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD		110.51-
01-11.A003	GENERAL MANAGEMENT	1028.37	
01-11.A004	FINANCIAL RECORDS	6167.34	
01-11.A005	ADMINISTRATIVE RECORDS	1296.28	
01-11.A007	CODE ENFORCEMENT	6674.09	
01-12.A011	MAINTENANCE - WWTC	13453.79	
01-12.A012	MAINTENANCE - VEHICLES	236.56	
01-12.A013	MAINTENANCE - ENERGY RECOVERY	372.81	
01-12.A014	MAINTENANCE - ELECTRICAL	2880.30	
01-12.A021	WWTC - OPERATIONS	12814.25	
01-12.A022	WWTC - SLUDGE HANDLING	4962.86	
01-12.A023	WWTC - ENERGY RECOVERY	662.44	
01-12.A030	BUILDING AND GROUNDS	853.24	
01-13.A041	LAB - WWTC	4828.85	
01-13.A048	LAB - ENERGY RECOVERY	129.47	
01-14.A051	SEWER MAINTENANCE	3682.26	
01-14.A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS	755.39	
01-14.A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS	2904.82	
01-14.A063	INSPECTION - PERMIT INSPECTIONS	680.87	
01-14.A064	INSPECTION - MISCELLANEOUS	3046.23	
01-14.A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES	3030.42	
01-14.A066	INSPECTION - CODE ENFORCEMENT	471.00	
01-14.A072	SEWER INVESTIGATIONS	157.90	
01-15.A080	LIFT STATION MAINTENANCE	1227.21	
		72316.75	72316.75-

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
AT & T MOBILITY	A000085	03/03/19	831873915	01-15.B112	LS Cell Dialer	53.77	53.77	061383
ACE HARDWARE	A000095	02/08/19	331295-3	01-11.B118	Lock De-Icer For Drop Box	21.73	21.73	061384
ADVANCED DISPOSAL	A000153	02/28/19	T8009072	01-12.B102	Garbage & Recycling	262.82	262.82	061385
ALEXANDER CHEMICAL CORPORATION	A000200	02/22/19	SLS10078343	01-12.B401	Sodium Hypochlorite	3895.58	3895.58	101134
ALLIED WASTE SERVICE	A000255	02/15/19	014340812	01-12.B102	Grit Scrn Dump Rent & PU	1609.39	1609.39	061386
SYNCHB/AMAZON	A000295	02/13/19	448436655749	01-11.B116	Admin Supplies	29.71		
		02/06/19	453584844369	01-12.C225	Auto Parts	46.99		
		02/13/19	456988445864	01-12.B117	AC Outerwear	79.99		
		03/05/19	568459943799	01-12.B116	Phone Case	11.99		
		03/05/19	568459943799	01-14.B115	Head Lamp & Phone Case	39.49		
		02/06/19	656946497649	01-12.B116	Ops Supplies	50.88		
		03/05/19	744966863336	01-13.B116	Lab Supplies	59.99		
		03/08/19	746794655447	01-12.B116	Ops Supplies	85.52		
		02/06/19	998686373695	01-12.B112	Phone Cables	71.97	476.53	061387
AMERICAN NATIONAL SKYLINE	A000320	02/21/19	271716	01-11.B118	Window Cleaning	61.00	61.00	101135
ATLAS TOYOTA MATERIAL HANDLING	A000525	02/12/19	S86509	01-12.B113	Forklift Extensions	280.00	280.00	101136
AUTOZONE - AZ COMMERCIAL	A000600	02/08/19	2576202476	01-12.C225	Auto Parts	5.99		
		02/08/19	2576202476	01-14.C225	Auto Parts	11.98		
		02/20/19	2576212203	01-11.C225	Auto Parts	37.98		
		02/20/19	2576212203	01-12.C225	Auto Parts	54.97	110.92	061388
BAXTER & WOODMAN, INC.	B000120	02/15/19	0204454	01-14.B124	Flow Monitoring	946.05		
		02/15/19	0204455	01-14.B901	Flow Basin Rehab	195.00		
		02/15/19	0204456	01-14.B902	Outfall Sewer Sag Repair	311.25		
		02/15/19	0204458	01-11.B124	Misc Engineering Services	1660.00		
		02/15/19	0204459	01-12.B508	WAS Thickener Design	3862.56	6974.86	101137
DORRANCE BERRY	B000150	02/13/19	Reimburse	01-13.B117	Travel Reimburse - Conf	363.42	363.42	101138
BRUCKER COMPANY	B000400	02/11/19	140492	01-12.B507	ABS Filters	671.20		
		02/21/19	140862	01-12.B509	Belt Prs Sldg Feed Pmp 2	1765.00		
		02/26/19	140992	01-12.B507	ABS Blower Filters	241.95	2678.15	061389
CDW GOVERNMENT, INC.	C000020	03/12/19	RLG2797	01-11.B115	UPS Batteries	795.20	795.20	101139
CALLONE	C000073	03/15/19	1139811	01-11.B112	Admin Phone Service	538.97		
		03/15/19	1139811	01-12.B112	WWTC Phone Service	304.08	843.05	061390
CINTAS #344	C000300	02/15/19	344133259	01-12.B117	WWTC Uniform Rental	32.80		
		02/15/19	344133259	01-14.B117	SS Uniform Rental	13.68		
		02/22/19	344136674	01-12.B117	WWTC Uniform Rental	32.80		
		02/22/19	344136674	01-14.B117	SS Uniform Rental	13.68		
		03/01/19	344140021	01-12.B117	WWTC Uniform Rental	32.80		
		03/01/19	344140021	01-14.B117	SS Uniform Rental	13.68		
		03/08/19	344143402	01-12.B117	WWTC Uniform Rental	35.85		
		03/08/19	344143402	01-14.B117	SS Uniform Rental	12.50		
		03/15/19	344146789	01-12.B117	WWTC Uniform Rental	32.80		
		03/15/19	344146789	01-14.B117	SS Uniform Rental	12.50	233.09	061391
CINTAS FIRST AID & SAFETY	C000320	02/15/19	5012964681	01-12.B113	First Aid Supplies	280.94		
		01/30/19	9042688947	01-12.B117	Hazard Com Training	357.13		
		01/30/19	9042688947	01-13.B117	Hazard Com Training	89.29		
		01/30/19	9042688947	01-14.B117	Hazard Com Training	178.58	905.94	061392

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
COMCAST	C000373	03/03/19	1200550568	01-11.B112	Internet Services	146.85	146.85	061393
COMED	C000380	02/14/19	0055025057	01-15.B100	College LS Elec	303.06		
		02/14/19	0068029014	01-15.B100	Centex LS Elec	103.93		
		02/14/19	0120089072	01-15.B100	Wroble LS Elec	505.00		
		02/14/19	0458029046	01-15.B100	Liberty Park LS Elec	422.98		
		02/21/19	0562080004	01-15.B100	Venard LS Elec	421.36		
		02/14/19	1095091170	01-15.B100	Northwest LS Elec	1068.22		
		03/04/19	1108062005	01-11.B100	Admin Elec	163.25		
		03/04/19	1108062005	01-12.B100	WWTC Elec	2540.80		
		02/14/19	1810068039	01-15.B100	Earlston LS Elec	281.10		
		02/14/19	3240038012	01-15.B100	Butterfield LS Elec	127.08		
		02/14/19	4657083017	01-15.B100	Hobson LS Elec	2086.69		
		02/25/19	6770572011	01-00.2005	Walnut House Elec	510.87		
		02/25/19	6770572011	01-12.B100	Walnut House Elec	70.11		
		02/25/19	8762083052	01-12.B100	Big Top Elec	58.77	8663.22	061394
CONCENTRIC INTEGRATION, LLC	C000410	02/15/19	0204457	01-11.B115	Support Services	5445.00		
		02/15/19	0204457	01-12.B513	Support Services	11055.00		
		03/07/19	0204675	01-11.B115	Support Services	9000.00	25500.00	101140
G COOPER OIL COMPANY INC.	C000470	03/13/19	20017	01-12.B116	Oil Drums	789.00	789.00	061395
CORE & MAIN LP	C000485	02/20/19	K174569	01-14.B913	Gripper Plug Stock	222.82		
		02/26/19	K201078	01-12.B504	Grit Bldg Tunnel Piping	157.98		
		03/05/19	K225734	01-14.B913	Parts for Stock	764.00	1144.80	061396
CURTIS MARTIN GROUP, INC.	C000660	02/09/19	6937	01-11.B115	PR & AP Program Work	360.00		
		02/25/19	6966	01-11.B115	Paystub Formatting	420.00		
		03/02/19	6977	01-11.B115	Cash Receipt Import Fix	120.00	900.00	101141
DELTA INDUSTRIES, INC.	D000210	02/13/19	150784	01-12.B513	Kaeser Compressor Repair	777.54	777.54	061397
DELTA SONIC	D000220	02/22/19	9860678	01-12.C225	WWTC Vehicle Washes	15.00		
		02/22/19	9860678	01-14.C225	SS Vehicle Washes	22.50	37.50	061398
VILLAGE OF DOWNERS GROVE	D000480	02/06/19	145264	01-11.C222	Admin Vehicle Fuel	61.77		
		02/06/19	145264	01-12.B104	Emer Gen 350 Fuel	237.05		
		02/06/19	145264	01-12.C222	WWTC Vehicle Fuel	834.21		
		02/06/19	145264	01-13.C222	Lab Vehicle Fuel	50.75		
		02/06/19	145264	01-14.C222	SS Vehicle Fuel	655.13		
		02/15/19	145358	01-11.B121	Meter Readings	413.32		
		02/27/19	C20272700.01	01-12.B102	WWTC Water Use	434.59		
		02/27/19	C20272710.01	01-11.B102	Admin Water Use	43.17	2729.99	061399
DRIVESHAFT UNLIMITED, INC.	D000525	02/06/19	76155	01-12.B505	Raw Sewage Pump 3	331.00		
		02/19/19	76257	01-12.B505	Raw Sewage Pump 3	327.00	658.00	061400
DUPAGE COUNTY RECORDER	D000620	02/21/19	40016817	01-11.B124	Spec Assessment Docs	528.00		
		02/21/19	40016857	01-11.B124	Sewer Construction Docs	220.00		
		02/21/19	40016857	01-14.B901	I/I Docs	132.00		
		02/21/19	40016857	01-14.B910	BSSRAP Docs	616.00		
		02/25/19	40017360	01-00.2005	SA Deferral Doc	44.50	1540.50	061401
EDWARD HOSPITAL SIMULATION & TRE000026		03/13/19	21640	01-11.B117	Admin CPR Training	450.00		
		03/13/19	21640	01-12.B117	WWTC CPR Training	675.00		
		03/13/19	21640	01-13.B117	Lab CPR Training	135.00		

01 GENERAL FUND STANDARD CHECK REGISTER FOR 03/19/19

Date: 03/15/19
Time: 3:20pm

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
		03/13/19	21640	01-14.B117	SS CPR Training	315.00	1575.00	061402
EJ EQUIPMENT, INC.	E000030	03/08/19	W01614	01-14.B115	Vac-Con Hydraulic Eng Rep	1072.23		
		03/08/19	W01614	01-14.C225	Vac-Con Engine Repair	1072.22	2144.45	061403
EXODUS TECHNOLOGY SERVICE	E000480	03/01/19	19-120	01-11.B115	Support Services	300.00	300.00	061404
EYE MED VISION CARE	E000600	03/01/19	163809103	01-17.E455	Vision Insurance	437.45	437.45	061405
FASTENAL COMPANY	F000060	02/06/19	ILWES66169	01-12.B513	CHPl Part	3.50		
		02/07/19	ILWES66210	01-12.B504	Grit Bldg Tunnel Piping	46.25		
		02/08/19	ILWES66233	01-12.B504	Grit Bldg Tunnel Piping	34.82		
		02/11/19	ILWES66269	01-12.B504	Grit Bldg Tunnel Piping	10.61		
		02/13/19	ILWES66354	01-12.B504	Grit Bldg Tunnel Piping	20.36		
		02/19/19	ILWES66533	01-12.B504	Grit Bldg Tunnel Piping	75.45		
		03/01/19	ILWES66840	01-12.B504	Grit Bldg Tunnel Piping	72.54		
		03/04/19	ILWES66894	01-12.B504	Grit Bldg Tunnel Piping	100.52		
		03/12/19	ILWES67087	01-12.B504	Grit Bldg Tunnel Piping	270.85		
		03/12/19	ILWES67122	01-12.B504	Grit Bldg Tunnel Piping	4.30	639.20	101142
GEORGE'S LANDSCAPING	G000260	03/04/19	Trimming	01-12.B812	WWTC Fence Line Clearing	1956.00	1956.00	101143
REVERE ELECTRIC	G000410	02/05/19	A3789129.001	01-12.B805	Bar Screen Parts	427.85		
		02/01/19	S3780215.003	01-12.B805	Bar Screen Parts	64.36		
		02/01/19	S3780215.004	01-12.B805	Bar Screen Parts	124.43		
		02/15/19	S3797233.001	01-12.B812	Systems Garage Remodel	62.85		
		02/25/19	S3804378.001	01-12.B504	Grit Bldg Tunnel Piping	5.78		
		02/26/19	S3804882.001	01-12.B504	Grit Bldg Tunnel Piping	21.22		
		02/26/19	S3805126.001	01-12.B812	Systems Garage Remodel	84.11	790.60	061406
W. W. GRAINGER, INC.	G000520	02/11/19	9083144510	01-12.B512	See Sheet	205.80		
		02/21/19	9095197985	01-12.B810	See Sheet	119.00		
		02/22/19	9096336905	01-12.B113	See Sheet	222.53		
		02/22/19	9096736567	01-12.B812	See Sheet	55.00		
		02/28/19	9101561786	01-12.B505	See Sheet	5.72		
		03/01/19	9102575868	01-12.B509	See Sheet	441.76		
		03/01/19	9102687788	01-12.B512	See Sheet	9.00		
		03/01/19	9102687798	01-12.B116	See Sheet	2.10		
		03/04/19	9104087458	01-12.B512	See Sheet	318.46		
		03/05/19	9105283080	01-00.2005	See Sheet	25.88		
		03/05/19	9105283080	01-12.B117	See Sheet	200.00		
		03/07/19	9108511008	01-12.B116	See Sheet	345.46		
		03/08/19	9109631425	01-12.B812	See Sheet	40.00-		
		03/11/19	9111421419	01-12.B116	See Sheet	102.06		
		03/12/19	9112742169	01-12.B113	See Sheet	70.13	2082.90	101144
HML, INC.	H000035	02/14/19	67555	01-13.B123	January Biosolids Testing	1000.00	1000.00	061407
HACH COMPANY	H000040	02/13/19	11337962	01-13.B114	Lab Chemicals	425.20		
		03/12/19	11375369*	01-13.B114	Lab Chemicals	792.21	1217.41	101145
HARRINGTON IND. PLASTICS LLC	H000090	03/06/19	023E8859	01-12.B504	Grit Bldg Effluent Piping	834.53		
		03/11/19	023E8958	01-12.B504	Grit Bldg Effluent Piping	95.85	930.38	101146
HOME DEPOT	H000400	03/14/19	0012927	01-14.B116	See Sheet	36.88		
		03/04/19	0082917	01-13.B116	See Sheet	35.71		
		02/22/19	0971777	01-12.B512	See Sheet	73.35		

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
		02/11/19	1024908	01-14.B116	See Sheet	15.94		
		02/11/19	1024909	01-14.B116	See Sheet	18.30		
		03/13/19	1593182	01-12.B116	See Sheet	44.70		
		02/11/19	1810042	01-12.B512	See Sheet	24.97		
		02/20/19	2011767	01-12.B812	See Sheet	31.31		
		02/20/19	2020578	01-12.B812	See Sheet	52.61		
		02/20/19	2020584	01-12.B812	See Sheet	25.21		
		02/20/19	2258578	01-12.B512	See Sheet	248.19		
		01/31/19	2427565	01-12.B812	See Sheet	169.00		
		02/19/19	3011692	01-12.B812	See Sheet	154.54		
		03/01/19	3012239	01-12.B812	See Sheet	64.43		
		02/19/19	3020487	01-12.B116	See Sheet	99.96		
		03/11/19	3053872	01-12.B812	See Sheet	12.91		
		03/01/19	3133597	01-12.B812	See Sheet	149.00-		
		03/01/19	3133598	01-12.B812	See Sheet	134.10		
		02/19/19	3162175	01-12.B812	See Sheet	170.44-		
		02/19/19	3162206	01-12.B812	See Sheet	9.41-		
		03/11/19	3164004	01-12.B812	See Sheet	7.32-		
		03/01/19	3460491	01-12.B117	See Sheet	223.02		
		02/08/19	4033790	01-12.B512	See Sheet	102.82		
		02/08/19	4033790	01-12.B812	See Sheet	333.56		
		02/28/19	4052914	01-12.B812	See Sheet	168.88		
		02/08/19	4161171	01-12.B812	See Sheet	26.22-		
		02/28/19	4162966	01-12.B812	See Sheet	134.10-		
		02/28/19	4521696	01-12.B812	See Sheet	53.48		
		02/27/19	5021343	01-12.B504	See Sheet	6.99		
		02/26/19	6010805	01-12.B504	See Sheet	3.98		
		02/26/19	6012029	01-12.B504	See Sheet	15.62		
		02/26/19	6012054	01-12.B116	See Sheet	51.64		
		03/08/19	6052553	01-12.B812	See Sheet	52.22		
		03/08/19	6163673	01-12.B812	See Sheet	18.97-		
		03/08/19	6163674	01-12.B812	See Sheet	55.57-		
		03/08/19	6163675	01-12.B812	See Sheet	8.91-	1674.38	061408
HOME DEPOT	H000400	03/08/19	6163676	01-12.B812	See Sheet	8.91-		
		03/08/19	6163677	01-12.B812	See Sheet	3.72-		
		03/08/19	6163678	01-12.B812	See Sheet	84.60-		
		03/08/19	6163679	01-12.B812	See Sheet	14.38-		
		03/06/19	8022091	01-12.B812	See Sheet	1.38		
		02/14/19	8025179	01-12.B812	See Sheet	997.12		
		02/14/19	8025180	01-12.B812	See Sheet	868.08		
		03/05/19	9163445	01-12.B117	See Sheet	223.02-		
		03/05/19	9360141	01-12.B812	See Sheet	.35	1532.30	061409
IDEA MARKETING GROUP	I000030	03/05/19	4315	01-11.B115	Web Hosting Annual Fee	300.00	300.00	061410
IMPACT NETWORKING INC.	I000400	02/21/19	1355385	01-11.B115	Copies	58.55	58.55	061411
JC CROSS COMPANY	J000012	03/04/19	57233	01-12.B510	Dig 4 Mixing Compressor	5495.00	5495.00	061412
JUST TIRES	J000300	02/18/19	196103	01-12.C225	Tire Repair	103.83	103.83	061413

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KANSAS CITY LIFE INSURANCE CO	K000045	03/05/19	14887	01-17.E455	Life Insurance	396.75	396.75	101147
KIPP'S LAWNMOWER SALES	K000180	02/12/19	476071	01-12.B812	Snow Blower Repair	23.47	23.47	061414
KODIAK CONTROLS INC.	K000210	02/25/19	VB20L60	01-15.B520	Butterfield LS Part	46.70	46.70	101148
KODY INC.	K000220	03/11/19	4502	01-12.B812	Systems Garage Remodel	926.00	926.00	061415
LAI, LTD	L000012	02/18/19	18-16114	01-12.B509	Belt Press Hoppers Parts	4299.00		
		02/11/19	19-16169	01-12.B510	Recirc Pump 5 Parts	2080.59		
		02/26/19	19-16259	01-12.B505	Prim 7 Sldg Valve	618.13	6997.72	101149
LOU'S GLOVES	L000300	02/11/19	027029	01-13.B116	Lab Supplies	420.00	420.00	061416
MBM SERVICES INC.	M000010	02/21/19	31183	01-11.B116	Admin Supplies	257.36		
		03/01/19	31197	01-11.B118	Cleaning Services	331.00	588.36	061417
MAILFINANCE	M000106	02/21/19	N7593768	01-11.B115	Postage Meter Lease	432.81	432.81	101150
MARC MAJEWSKI	M000110	02/11/19	Reimburse	01-12.B117	Travel Reimburse - Conf	1066.61	1066.61	101175
MARCOTT ENTERPRISES, INC.	M000115	02/18/19	18361	01-12.B509	Sand Delivery	885.60	885.60	101151
MCMaster-CARR SUPPLY COMPANY	M000360	02/08/19	86110794	01-12.B504	Grit Bldg Tunnel Piping	105.22		
		02/19/19	87020120	01-12.B512	Used Oil Pump Strainer	108.94		
		02/28/19	87917277	01-12.B512	Waste Oil Pump	33.58	247.74	101152
MENARDS - BOLINGBROOK	M000430	02/15/19	61560	01-12.B812	Systems Garage Parts	130.56		
		02/19/19	61835	01-12.B812	Systems Garage Parts	126.35	256.91	061418
NICK MENNINGA	M000450	02/25/19	Reimburse	01-11.C222	Vehicle 316 Fuel	16.69		
		02/25/19	Reimburse 2	01-12.B117	Seminar Registration	62.10	78.79	061419
MIDAMERICA ADMINISTRATIVE	M000556	01/31/19	MAR00010100	01-17.E455	FSA Admin Fees	190.50	190.50	101153
MONSTER WORLDWIDE, INC.	M000650	02/22/19	6614460	01-11.B117	Admin Job Posting	398.00	398.00	061420
MOTION INDUSTRIES, INC.	M000750	02/20/19	IL10-654931	01-12.B512	Waste Oil Pump	1264.32		
		03/12/19	IL10-656654	01-12.B504	Grit Conveyor	177.92	1442.24	101154
NCPERS GROUP LIFE INSURANCE	N000010	02/18/19	3266032019	01-00.2017	Vol Life Insurance	368.00	368.00	061421
NAPA AUTO PARTS	N000040	02/22/19	4343-593067	01-12.C225	Auto Parts	58.96	58.96	061422
NAPCO STEEL, INC.	N000050	03/01/19	426622	01-12.B512	Waste Oil Pump	147.85	147.85	101155
NICOR GAS	N000330	02/13/19	2833584	01-12.B101	Wal House Gas	203.70		
		02/13/19	3892638	01-11.B101	Admin Elec	254.06		
		02/13/19	4440979	01-12.B101	Plant Gas	414.62		
		02/13/19	4782107	01-12.B101	Plant 2 Gas	382.25	1254.63	061423
NISSAN ENERGY INC	N000350	02/21/19	152	01-12.B513	CHP 2 Engine Parts	1078.00		
		03/06/19	153	01-12.B513	CHP 2 Engine Oil	3710.00	4788.00	101156
NORLAB, INC.	N000390	02/05/19	81024	01-14.B116	SS Supplies	702.00	702.00	061424
OFFICE DEPOT	O000100	02/01/19	16900836260	01-11.B116	Admin Supplies	116.95	116.95	061425
OFFICIAL PAYMENTS	O000300	01/31/19	3957771	01-11.B110	ACH Billing Fees	32.80	32.80	101157
PACE ANALYTICAL	P000010	02/20/19	1940062610	01-13.B123	Feb NPDES Testing	100.00	100.00	101158
PACKEY WEBB FORD	P000020	02/22/19	145505	01-12.B501	Auto Part	14.04		
		02/18/19	C36600	01-14.C225	SS Inspector Van Repair	222.00	236.04	101159
PETTY CASH	P000350	03/15/19	Cash Box	01-11.B116	Admin Supplies	13.99		
		03/15/19	Cash Box	01-11.B117	Sups Lunch, Empl Refrshmt	116.38		
		03/15/19	Cash Box	01-11.B119	Postage Due	13.02		
		03/15/19	Cash Box	01-12.B116	MSB Supplies	21.60		
		03/15/19	Cash Box	01-12.C225	Safety Lane Check	30.00		
		03/15/19	Cash Box	01-14.C225	Safety Lane Check	30.00	224.99	061426
PIPE-VIEW LLC	P000375	02/12/19	10022059	01-14.B124	SS Televising	11764.26		

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NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
		03/05/19	10022060	01-14.B124	SS Televising	31374.29	43138.55	061427
PIRTEK O'HARE	P000380	03/01/19	S2885995.001	01-12.B512	Waste Oil Pump	308.61	308.61	061428
POLYDYNE INC.	P000395	02/13/19	1323754	01-12.B402	Belt Press Polymer	2142.54		
		02/27/19	1328055	01-12.B402	Belt Press Polymer	2142.54		
		03/12/19	1332011	01-12.B402	Belt Press Polymer	2142.54	6427.62	101160
POSTMASTER, DOWNERS GROVE	P000450	03/01/19	Box 1412	01-11.B121	Post Office Box Fee	1240.00	1240.00	061429
PRINCIPAL LIFE INSURANCE CO	P000650	02/15/19	1093099	01-17.E455	Dental Insurance	2542.34	2542.34	101161
RAINBOW ELECTRIC CO.	R000070	02/24/19	MRINV8917	01-12.B513	CHP 1 Fan	385.78		
		02/28/19	MRINV8922	01-12.B505	Raw Sewage Pump 3	2978.00	3363.78	101162
RAPTOR TECH INC.	R000105	03/07/19	12235	01-15.B528	Wroble LS Repair	625.00	625.00	061430
RED WING SHOE STORE	R000180	03/05/19	45-1-64748	01-12.B117	NP Boots	118.99		
		03/06/19	45-1-64840	01-12.B117	MM Boots	200.00		
		03/07/19	45-1-64919	01-14.B117	DJ Boots	118.99		
		03/07/19	45-1-64920	01-14.B117	DJ Boots - Tuff Toe	31.99	469.97	101163
RENTAL MAX L.L.C.	R000250	02/26/19	342426-5	01-12.B116	Propane Tank Fill	19.59	19.59	061431
ROYAL GRAPHICS	R000500	03/12/19	95656	01-11.B120	Letterhead & Envelopes	1120.00	1120.00	061432
SAFETY-KLEEN SYSTEMS, INC.	S000050	03/04/19	7907918	01-12.B116	MSB Supplies	282.96	282.96	101164
SEAWAY SUPPLY CO.	S000200	02/13/19	141913	01-12.B116	MSB Supplies	58.00		
		02/21/19	142128	01-12.B116	MSB Supplies	243.03		
		02/26/19	142128-01	01-12.B116	MSB Supplies	126.00		
		03/07/19	142577	01-12.B116	MSB Supplies	112.73		
		03/12/19	142577-01	01-12.B116	MSB Supplies	103.00		
		03/12/19	142583	01-12.B512	MSB Supplies	257.62		
		03/14/19	142583-01	01-12.B512	MSB Supplies	11.14		
		03/12/19	142707	01-13.B116	Lab Supplies	68.00	979.52	101165
SEYFARTH SHAW	S000280	01/31/19	3187453	01-11.B124	Legal Fees	540.00	540.00	101166
SHERWIN-WILLIAMS CO.	S000320	02/14/19	1932-9	01-12.B812	Systems Garage Paint	149.70		
		02/27/19	2626-6	01-12.B812	Systems Garage Paint	87.57		
		03/05/19	3018-5	01-12.B812	Driveshaft Paint	321.74		
		02/26/19	6982-5	01-12.B812	Systems Garage Paint	77.59	636.60	101167
SOIL & MATERIAL CONSULTANTS, INC	S000445	02/14/19	43934	01-14.B902	Flow Basin Rehab	3020.00		
		02/28/19	43954	01-14.B903	Outfall Sewer Sag Repair	4119.00	7139.00	061433
SOUND INCORPORATED	S000480	02/19/19	D1337064	01-11.B115	Elev & Tunnel Phone Rep	621.65		
		02/19/19	D1337064	01-12.B512	Elev & Tunnel Phone Rep	621.65		
		02/27/19	D1337352	01-11.B115	Phone System Repair	2302.00	3545.30	101168
STENSTROM PETROLEUM AND SERVICES	S000670	02/25/19	S138743	01-12.B513	Cathodic Protection	710.00	710.00	061434
SUBURBAN DOOR CHECK & LOCK	S000850	02/12/19	IN510698	01-12.B116	Duplicate Keys	16.78	16.78	101169
SUBURBAN LIFE PUBLICATIONS	S000867	02/28/19	10071278	01-11.B124	Legal Publication	69.90	69.90	061435
SUPPLY-CHAIN SERVICES, INC	S000880	02/22/19	5874	01-11.B115	Hard Drive Destruction	71.76		
		03/06/19	5888	01-11.B115	SS VHS Tape Destruction	843.00		
		03/06/19	5888	01-14.B115	SS VHS Tape Destruction	843.00	1757.76	101170
TECH 3 SOLUTIONS INC.	T000096	02/06/19	19-837	01-12.B513	CHP 1 Eng Replace	12215.92	12215.92	061436
TERRACE SUPPLY COMPANY	T000250	02/28/19	00997296	01-12.B116	Cylinder Rentals	47.60		
		03/08/19	70435109	01-12.B116	Propane Cylinder	45.95	93.55	101171
MEI LIE TSAI	T000620	02/13/19	Recapture	01-00.2005	Recapture 46 Windsor	1668.54	1668.54	061442
UNO CONSTRUCTION CO., INC.	U000450	02/28/19	8	01-14.B910	BSSRAP Repair Projects	51494.47	51494.47	101172

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
VERIZON WIRELESS	V000135	03/01/19	542042956	01-12.B112	WWTC Tablet Service	118.05		
		03/01/19	542042956	01-14.B112	SS Tablet Service	103.28		
		03/01/19	542042956	01-15.B112	LS Tablet Service	36.01		
		02/28/19	785846626	01-11.B112	Admin Cell Service	151.21		
		02/28/19	785846626	01-12.B112	WWTC Cell Service	842.27		
		02/28/19	785846626	01-14.B112	SS Cell Service	765.35		
		02/28/19	785846626	01-15.B112	LS Cell Service	268.38	2284.55	061437
WAGNER COMMUNICATIONS, INC	W000070	03/01/19	190300076	01-11.B112	Answer Service	413.90	413.90	101173
WATER ENVIRONMENT FEDERATION	W000180	03/08/19	00607663	01-11.B117	NJM Membership	200.00		
		03/08/19	00607663	01-12.B117	MM Membership	170.00		
		03/08/19	00607663	01-13.B117	DRB Membership	170.00		
		03/08/19	00607663	01-14.B117	RPS Membership	105.00	645.00	061438
WESTFAX	W000350	02/28/19	1336654	01-11.B112	EFax Service	8.99	8.99	101174
VILLAGE OF WESTMONT	W000450	03/05/19	715401	01-11.B121	Meter Readings	370.01		
		03/07/19	715438	01-11.B121	Water Shut Off's	150.00	520.01	061439
NICHOLAS WHITEFLEET	W000470	03/08/19	Reimburse	01-12.B117	Travel Reimbursement	156.02	156.02	061440
WIEDEL, PHILIPP, INDELICATO & OW000551	OW000551	03/05/19	720	01-11.B124	Legal Services	765.00	765.00	061441
						=====	=====	
Total Payments:						252317.95	252317.95	
ACH Payments Total:						135180.85	.00	
Check Payments Total:						117137.10	252317.95	

01 GENERAL FUND MANUAL CHECK REGISTER FOR 03/19/19

Date: 03/15/19

Time: 3:20pm

===== VENDOR =====			===== INVOICE =====					
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO
AT&T	A000075	02/25/19	0812676875	01-11.B112	DSL Internet Service	87.17	87.17	101113
CHASE	B000050	02/19/18	PR 02-09-19	01-00.2000	Fed Tax	9267.44		
		02/19/18	PR 02-09-19	01-00.2002	Empl Soc Sec Tax	6203.59		
		02/19/18	PR 02-09-19	01-17.E461	Emplr Soc Sec Tax	6203.61	21674.64	101101
CHASE	B000050	02/21/19	SPR 02-15-19	01-00.2000	Fed Tax	2861.96		
		02/21/19	SPR 02-15-19	01-00.2002	Empl Soc Sec Tax	2411.92		
		02/21/19	SPR 02-15-19	01-17.E461	Emplr Soc Sec Tax	2411.92	7685.80	101106
CHASE	B000050	03/04/19	PR 02-23-19	01-00.2000	Fed Tax	8607.57		
		03/04/19	PR 02-23-19	01-00.2002	Empl Soc Sec Tax	5824.39		
		03/04/19	PR 02-23-19	01-17.E461	Emplr Soc Sec Tax	5824.31	20256.27	101114
CHASE	B000050	03/06/19	SPR 02-28-19	01-00.2000	Fed Tax	2907.84		
		03/06/19	SPR 02-28-19	01-00.2002	Empl Soc Sec Tax	2410.04		
		03/06/19	SPR 02-28-19	01-17.E461	Emplr Soc Sec Tax	2410.03	7727.91	101120
CHASE	B000050	03/18/19	PR 03-09-19	01-00.2000	Fed Tax	7772.49		
		03/18/19	PR 03-09-19	01-00.2002	Empl Soc Sec Tax	5429.60		
		03/18/19	PR 03-09-19	01-17.E461	Emplr Soc Sec Tax	5429.64	18631.73	101126
CALLONE	C000073	02/18/19	1139811	01-11.B112	Admin Phone Service	538.71		
		02/18/19	1139811	01-12.B112	WWTC Phone Service	306.21	844.92	061379
COMCAST	C000373	02/18/19	1200550568	01-11.B112	Internet Service	146.85	146.85	061380
D.G. SANIT DIST #XXXXXXXXX1117	D000400	03/20/19	Reimburse	01-00.1001	Payroll Acct Reimburse	136337.75	136337.75	101131
D.G. SANIT DIST #XXXXXXXXX1114	D000420	03/20/19	Reimburse	01-05.3001	User Refund Acct Reimburs	1068.40	1068.40	101132
D.G. SANIT DIST #XXXXXXXXX1112	D000440	03/15/19	Reimburse	01-11.B117	CS Webinar	40.00		
		03/15/19	Reimburse	01-14.B910	BSSRAP Rodding Refunds	1852.00	1892.00	101133
DUPAGE CREDIT UNION	D000650	02/15/19	PR 02-09-19	01-00.2013	Empl Authorized W/Holding	1061.31	1061.31	101103
DUPAGE CREDIT UNION	D000650	02/19/19	SPR 02-15-19	01-00.2013	Empl Authorized W/Holding	800.00	800.00	101108
DUPAGE CREDIT UNION	D000650	03/01/19	PR 02-23-19	01-00.2013	Empl Authorized W/Holding	1061.31	1061.31	101116
DUPAGE CREDIT UNION	D000650	03/04/19	SPR 02-28-19	01-00.2013	Empl Authorized W/Holding	800.00	800.00	101122
DUPAGE CREDIT UNION	D000650	03/15/19	PR 03-09-19	01-00.2013	Empl Authorized W/Holding	1061.31	1061.31	101128
HEALTH CARE SERVICE CORP.	H000190	02/27/19	165585	01-17.E455	Health Insurance	43847.84	43847.84	101119
HUDSON ENERGY SERVICES, LLC	H000495	03/01/19	Various	01-15.B100	LS Electric	5784.02	5784.02	061381
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/19/19	PR 02-09-19	01-00.2001	State Tax	3823.85	3823.85	101102
ILLINOIS DEPARTMENT OF REVENUE	I000240	02/21/19	SPR 02-15-19	01-00.2001	State Tax	1383.85	1383.85	101107
ILLINOIS DEPARTMENT OF REVENUE	I000240	03/04/19	PR 02-23-19	01-00.2001	State Tax	3589.85	3589.85	101115
ILLINOIS DEPARTMENT OF REVENUE	I000240	03/06/09	SPR 02-28-19	01-00.2001	State Tax	1382.68	1382.68	101121
ILLINOIS DEPARTMENT OF REVENUE	I000240	03/18/19	PR 03-09-19	01-00.2001	State Tax	3270.68	3270.68	101127
ILLINOIS MUNICIPAL	I000300	03/08/19	Pension	01-00.2003	Empl Pension Deposit	9848.18		
		03/08/19	Pension	01-00.2014	Empl Vol Pension Deposit	7149.09		
		03/08/19	Pension	01-17.E460	Emplr Pension Deposit	19543.28	36540.55	101112
INVOICE CLOUD	I000750	03/07/19	607-2019-2	01-11.B121	Biller Portal Fees	321.60	321.60	101125
MIDAMERICA ADMIN HRA ACCOUNT	M000557	02/26/19	HRA Funding	01-17.E455	HRA Acct Funding	500.00	500.00	101111
SALLY PHILLIP	P000362	03/12/19	Refund	01-05.3001	Refund - Overpay On Acct	5128.20	5128.20	061382
STATE DISBURSEMENT UNIT	S000650	02/15/19	PR 02-09-19	01-00.2012	Wage Deduction	627.23	627.23	101104
STATE DISBURSEMENT UNIT	S000650	03/01/19	PR 02-23-19	01-00.2012	Wage Deduction	627.23	627.23	101117
STATE DISBURSEMENT UNIT	S000650	03/15/19	PR 03-09-19	01-00.2012	Wage Deduction	250.90	250.90	101129
TRANSAMERICA RETIREMENT SOLUTION	T000415	02/15/19	PR 02-09-19	01-00.2028	IPPPA Def Comp Loan Repay	110.51	110.51	101105
TRANSAMERICA RETIREMENT SOLUTION	T000415	02/19/19	SPR 02-15-19	01-00.2026	Def Comp IPPFA	1000.00		

===== VENDOR =====			===== INVOICE =====						
NAME	NUMBER	DATE	NUMBER	G/L NUMBER	EXPENSE DESCRIPTION	EXPENSE	CHECK AMT	CHECK NO	
		02/19/19	SPR 02-15-19	01-00.2028	Def Comp Loan Repay IPPFA	77.06	1077.06	101109	
TRANSAMERICA RETIREMENT SOLUTION	T000415	03/01/19	PR 02-23-19	01-00.2028	IPPFA Def Comp Loan Repay	110.51	110.51	101118	
TRANSAMERICA RETIREMENT SOLUTION	T000415	03/04/19	SPR 02-28-19	01-00.2026	IPPFA Def Comp	1000.00			
		03/04/19	SPR 02-28-19	01-00.2028	IPPFA Def Comp Loan Repay	77.06	1077.06	101123	
TRANSAMERICA RETIREMENT SOLUTION	T000415	03/15/19	PR 03-09-19	01-00.2028	IPPFA Def Comp Loan Repay	110.51	110.51	101130	
UNCLE BUB'S	U000170	02/12/19	Empl Lunch	01-11.B117	Empl Luncheon	154.17			
		02/12/19	Empl Lunch	01-12.B117	Empl Luncheon	375.83			
		02/12/19	Empl Lunch	01-13.B117	Empl Luncheon	57.82			
		02/12/19	Empl Lunch	01-14.B117	Empl Luncheon	202.37	790.19	061378	
VANTAGEPOINT TRANSFER AGENTS-45V	000120	02/19/19	SPR 02-15-19	01-00.2020	Def Comp ICMARC	300.00	300.00	101110	
VANTAGEPOINT TRANSFER AGENTS-45V	000120	03/04/19	SPR 02-28-19	01-00.2020	ICMARC Def Comp	300.00	300.00	101124	
						=====	=====		
Total Payments:						332091.69	332091.69		
ACH Payments Total:						319397.51	.00		
Check Payments Total:						12694.18	332091.69		

DATE _____

REVIEWED _____

TRUSTEE APPROVAL _____
PRESIDENT

CLERK

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-00.1000	CASH		584409.64-
01-00.1001	CASH - PAYROLL ACCOUNT	136337.75	
01-00.2000	FEDERAL TAX WITHHELD	31417.30	
01-00.2001	STATE TAX WITHHELD	13450.91	
01-00.2002	SOCIAL SECURITY WITHHELD	22279.54	
01-00.2003	IMRF WITHHELD	9848.18	
01-00.2005	CLEARING	2249.79	
01-00.2012	WAGE DEDUCTION ORDER	1505.36	
01-00.2013	CREDIT UNION WITHHELD	4783.93	
01-00.2014	VOLUNTARY ADDITIONAL PENSION CONTRIBUTION	7149.09	
01-00.2017	VOLUNTARY GROUP LIFE	368.00	
01-00.2020	DEFERRED COMPENSATION WITHHELD - ICMARC	600.00	
01-00.2026	DEFERRED COMPENSATION WITHHELD - IPPFA	2000.00	
01-00.2028	DC PLAN LOAN REPAYMENT WITHHELD	485.65	
01-05.3001	USER RECEIPTS	6196.60	
01-11.B100	ELECTRICITY	163.25	
01-11.B101	NATURAL GAS	254.06	
01-11.B102	WATER, GARBAGE AND OTHER UTILITIES	43.17	
01-11.B110	BANK CHARGES	32.80	
01-11.B112	COMMUNICATION	2032.65	
01-11.B115	EQUIPMENT/EQUIPMENT REPAIR	21069.97	
01-11.B116	SUPPLIES	418.01	
01-11.B117	EMPLOYEE/DUTY COSTS	1358.55	
01-11.B118	BUILDING AND GROUNDS	413.73	
01-11.B119	POSTAGE	13.02	
01-11.B120	PRINTING/PHOTOGRAPHY	1120.00	
01-11.B121	USER BILLING MATERIALS	2494.93	
01-11.B124	CONTRACT SERVICES	3782.90	
01-11.C222	GAS/FUEL	78.46	
01-11.C225	OPERATION/REPAIR	37.98	
01-12.B100	ELECTRICITY	2669.68	
01-12.B101	NATURAL GAS	1000.57	
01-12.B102	WATER, GARBAGE AND OTHER UTILITIES	2306.80	
01-12.B104	FUEL - GENERATORS	237.05	
01-12.B112	COMMUNICATION	1642.58	
01-12.B113	EMERGENCY/SAFETY EQUIPMENT	853.60	
01-12.B116	SUPPLIES	2660.55	
01-12.B117	EMPLOYEE/DUTY COSTS	3628.72	
01-12.B401	CHEMICALS - DISINFECTION	3895.58	
01-12.B402	CHEMICALS - SLUDGE DEWATERING	6427.62	
01-12.B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOSAL	14.04	
01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	2060.79	
01-12.B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	4259.85	
01-12.B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	913.15	
01-12.B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION	3862.56	
01-12.B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING	7391.36	

G/L NUMBER	COST ACCTG DESCRIPTION	DEBIT	CREDIT
01-12.B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	7575.59	
01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	3736.30	
01-12.B513	EQPT/EQPT REPAIR - WWTC UTILITIES	29935.74	
01-12.B805	BLDG AND GROUNDS - INFLUENT PUMPING	616.64	
01-12.B810	BLDG AND GROUNDS - SLUDGE DIGESTION	119.00	
01-12.B812	BLDG AND GROUNDS - WWTC GENERAL	6388.57	
01-12.C222	GAS/FUEL	834.21	
01-12.C225	OPERATION/REPAIR	315.74	
01-13.B114	CHEMICALS	1217.41	
01-13.B116	SUPPLIES	583.70	
01-13.B117	EMPLOYEE/DUTY COSTS	815.53	
01-13.B123	OUTSIDE LAB SERVICES	1100.00	
01-13.C222	GAS/FUEL	50.75	
01-14.B112	COMMUNICATION	868.63	
01-14.B115	EQUIPMENT/EQUIPMENT REPAIR	1954.72	
01-14.B116	SUPPLIES	773.12	
01-14.B117	EMPLOYEE/DUTY COSTS	1017.97	
01-14.B124	CONTRACT SERVICES	44084.60	
01-14.B901	SEWER SYSTEM REPAIRS - I/I PROGRAM	327.00	
01-14.B902	SEWER SYSTEM REPAIRS - REPLACEMENT	3331.25	
01-14.B903	SEWER SYSTEM REPAIRS - REHABILITATION	4119.00	
01-14.B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM	53962.47	
01-14.B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/REH	986.82	
01-14.C222	GAS/FUEL	655.13	
01-14.C225	OPERATION/REPAIR	1358.70	
01-15.B100	ELECTRICITY	11103.44	
01-15.B112	COMMUNICATION	358.16	
01-15.B520	EQPT/EQPT REPAIR - BUTTERFIELD	46.70	
01-15.B528	EQPT/EQPT REPAIR - WROBLE	625.00	
01-17.E455	EMPLOYEE GROUP HEALTH	47914.88	
01-17.E460	IMRF	19543.28	
01-17.E461	SOCIAL SECURITY	22279.51	
		=====	
		584409.64	584409.64-

Vendor	Invoice Date	Amount	Coding	Coding Description	Purchase Location	Emp.	Procurement	Project Name (If applicable)	Item Description
Grainger	02/11/18	\$205.80	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	JPB		Maintenance Repair Supplies	Hardware & Plumbing Supplies
Grainger	02/21/19	\$119.00	01-12.B810	BLDG & GROUNDS - SLUDGE DIGESTION	In-Store	RF		Digester 1&2 Control Building NE Vent Fan Motor Replacement	1/3 HP Blower Motor
Grainger	02/22/19	\$222.53	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	AC		Safety Supplies	Hooded Tyvek Coveralls (Box of 25)
Grainger	02/22/19	\$55.00	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	RF		Indoor Lighting Supplies (LED Bulbs)	(10) 48" LED Lamps
Grainger	02/28/18	\$5.72	01-12.B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	In-Store	AC		Bar Screen 1 Rake Tensioner	#12-24 Plug Tap
Grainger	03/01/19	\$441.76	01-12.B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING	Delivered	JPB		Belt Press Control Panel	(2) SOLA 24 vdc Power Supplies
Grainger	03/01/19	\$9.00	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	ST		Grit Building Basement Piping	Hex nuts
Grainger	03/01/19	\$2.10	01-12.B116	WWTC SUPPLIES	Delivered	AC		Misc. Supplies	(1) Extra Long 1/8" Drill Bit
Grainger	03/04/19	\$318.46	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	JPB		Maintenance Repair Supplies	Hardware & Plumbing Supplies
Grainger	03/05/19	\$225.88	01-12.B117	EMPLOYEE/DUTY COSTS	In-store/Delivered	ST		Boots/Shoes	Boots for Sam Tatulli
Grainger	03/06/19	\$345.46	01-12.B116	WWTC SUPPLIES	Delivered	MM		Oil	Oil for Perth 4
Grainger	03/08/19	-\$40.00	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	Delivered	JPB		Lighting Upgrades	ComEd Utility BILD Credit
Grainger	03/11/19	\$102.06	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	MM	Circle K	Nitrile Gloves	Nitrile Gloves
Grainger	03/12/19	\$70.13	01-12.B113	WWTC EMERGENCY/SAFETY EQUIPMENT	Delivered	JPB		Safety Supplies	Eye Wash Station & First Aid Kit for System Garage
Home Depot	03/14/19	\$36.88	01-14.B116	SEWER SYSTEM SUPPLIES	In-Store	NW		Supplies	Coat Hooks for Winter Gear & Wader Boots
Home Depot	03/04/19	\$35.71	01-13.B116	LAB SUPPLIES	In-Store	DRB		general lab supplies	surge protector for Primary sampler, AAA batteries, 357 batteries
Home Depot	02/22/19	\$73.35	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	JPB		System Garage Washroom Remodeling	Painting Supplies
Home Depot	02/11/19	\$15.94	01-14.B116	SEWER SYSTEM SUPPLIES	In-Store	AL		Camera Guide	PVC Pipe and Fittings - Additional Needed
Home Depot	02/11/19	\$18.30	01-14.B116	SEWER SYSTEM SUPPLIES	In-Store	AL		Camera Guide	PVC Pipe and Fittings
Home Depot	03/13/18	\$44.70	01-12.B116	WWTC SUPPLIES	In-Store	BS		Supplies	Shelving, Fabuloso Cleaner, Plunger/Toilet Brush Caddy, Wastebasket
Home Depot	02/11/19	\$24.97	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	NW		Shop Tools	Multi Tool Saw Blade
Home Depot	02/20/19	\$31.31	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	BS		Lab Toilet Repairs	Toilet Flush Valve, Cove Molding Adhesive, Wall Toilet Bolt Kit
Home Depot	02/20/19	\$52.61	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	AC		System Garage Washroom Remodeling	Caulk, Sanding Sponges, Tape, Duster
Home Depot	02/20/19	\$25.21	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	CP		Lab Toilet Repairs	Wax Rings & Gaskets
Home Depot	02/20/19	\$248.19	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	Delivered	JPB		System Garage Washroom Remodeling	Countertop Water Cooler
Home Depot	01/31/19	\$169.00	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	BS		Lab - Womens Washroom	Vanity
Home Depot	02/19/19	\$154.54	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW	Same Trip 2-14 a.m.	System Garage Washroom Remodeling	Saw Blades, HVAC Vent, Cabinet Knobs, Plumbing Supplies
Home Depot	03/01/19	\$64.43	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW		System Garage Washroom Remodeling	Electrical Supplies
Home Depot	02/19/19	\$99.96	01-12.B116	WWTC SUPPLIES	In-Store	NW	Same Trip 2-14 p.m.	Ladder for Garage	6' 330# Rated Heavy Duty Ladder
Home Depot	03/11/19	\$12.91	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	LED Bulbs & Wood Filler
Home Depot	03/01/19	-\$149.00	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW		System Garage Washroom Remodeling	Credit of sink cabinet replacement - charged incorrect price on 2/28/19 - had to run as returned item
Home Depot	03/01/19	\$134.10	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW		System Garage Washroom Remodeling	Sink Cabinet Replacement - charged incorrect price on 2/28/19 - this is the corrected price
Home Depot	02/19/19	-\$170.44	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW	Same Trip 2-14 a.m.	System Garage Washroom Remodeling	Counter Top & End Panels (Returned)
Home Depot	02/19/19	-\$9.41	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	NW	Same Trip 2-14 p.m.	System Garage Washroom Remodeling	Sink Strainer (Returned)
Home Depot	03/11/09	-\$7.32	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Misc. Hardware (Returned)
Home Depot	03/01/19	\$223.02	01-12.B117	EMPLOYEE/DUTY COSTS	Delivered	JPB		Boots/Shoes	Boots for Jeff
Home Depot	02/08/19	\$102.82	01-12.B512	EQPT/EQPT REPAIR - WWTC GENERAL	In-Store	CP	Same Trip	Shop Tools	Heavy Duty Extension Cord, Levels, Jig Saw Blades
Home Depot	02/08/19	\$333.56	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	CP	Same Receipt	System Garage Washroom Remodeling	Drywall, Screws, Electrical and Plumbing Supplies
Home Depot	02/28/19	\$168.88	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	BS		System Garage Washroom Remodeling	Sink Cabinet Replacement, adhesives and screws
Home Depot	02/08/19	-\$26.22	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	CP		System Garage Washroom Remodeling	Plumbing Supplies (Returned)
Home Depot	02/28/19	-\$134.10	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	BS		System Garage Washroom Remodeling	Return Damage Sink Cabinet
Home Depot	02/28/19	\$53.48	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	RF		System Garage Washroom Remodeling	Electrical Supplies
Home Depot	02/27/19	\$6.99	01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	In-Store	JM		Grit Building Basement Piping	Chain for Light over Sludge Line Sight Glass
Home Depot	02/26/19	\$3.98	01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	In-Store	ST		Grit Oiler	Fittings for oiler
Home Depot	02/26/19	\$15.62	01-12.B504	EQPT/EQPT REPAIR - GRIT REMOVAL	In-Store	ST		Grit Oiler	Fittings for oiler
Home Depot	02/26/19	\$51.64	01-12.B116	WWTC SUPPLIES	In-Store	CP		Maintenance Repair Supplies	Anchor Shackles, Fabuloso Cleaner, Bleach, Hi-Vis Chain
Home Depot	03/08/19	\$52.22	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB		System Garage Washroom Remodeling	Misc. Hardware, Painting & Plumbing Supplies
Home Depot	03/08/19	-\$18.97	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	4" Hole Saw (Returned)
Home Depot	03/08/19	-\$55.57	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Plumbing Supplies (Returned)
Home Depot	03/08/19	-\$8.91	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Plumbing Supplies (Returned)
Home Depot	03/08/19	-\$8.91	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Plumbing Supplies (Returned)
Home Depot	03/08/19	-\$3.72	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Plumbing Supplies (Returned)
Home Depot	03/08/19	-\$84.60	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Wall Cabinet (Returned)
Home Depot	03/08/19	-\$14.38	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip	System Garage Washroom Remodeling	Toe Kick Plate (Returned)
Home Depot	03/06/19	\$1.38	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	AC		System Garage Washroom Remodeling	3/8" Brass Compression Fitting
Home Depot	02/14/18	\$997.12	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip 2-14	System Garage Washroom Remodeling	Kitchen Cabinets
Home Depot	02/14/18	\$868.08	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	JPB	Same Trip 2-14	System Garage Washroom Remodeling	Counter Top, Sink, Faucet, Paint, Painting Supplies, Microwave, Disposal & Plumbing Supplies
Home Depot	03/05/19	-\$223.02	01-12.B117	EMPLOYEE/DUTY COSTS	In-Store	JPB		Boots/Shoes	Boots for Jeff (Returned)
Home Depot	03/05/19	\$0.35	01-12.B812	BLDG & GROUNDS - WWTC GENERAL	In-Store	RF		System Garage Washroom Remodeling	Switch Plate

Date: 3/15/2019
Due Date: 3/19/2019
Invoice #: Reimburse

Petty Cash Checking Reimbursement

D-440

Date	Purchased From	Description	Code	Amount	Ck No.
02/14/19	Anil Sharma	BSSRAP Rodding Refund	14.B910	360.50	3553
02/14/19	Paul Yoong Ming Chang	BSSRAP Rodding Refund	14.B910	360.50	3554
02/14/19	Aaron M Tyliniski	BSSRAP Rodding Refund	14.B910	664.00	3555
02/21/19	Katherine A Tyliniski	BSSRAP Rodding Refund	14.B910	467.00	3556
03/06/19	IGFOA	CS Reg - Webinar Prevailing Wage	11.B117	40.00	3557

Total Receipts/Reimbursement 1892.00

Expense by code

11.B117	40.00
14.B910	1852.00
	<u>1892.00</u>

Date:03/15/19

Petty Cash Reimbursement

P - 350

Due Date: 03/19/19

Invoice #: Cash Box

Date	Purchased From	Reimbursed To	Description	Code	Amount
2/12/2019	Jewel	Kim Giardini	Refreshments for Employee Lunch	11.B117	28.14
2/13/2019	Uncle Bubs		Tip for Delivery Driver - Empl Lunch	11.B117	20.00
2/15/2019	Caribbean Corner		Supervisor Lunch	11.B117	68.24
2/25/2019	USPS		Postage Due	11.B119	7.37
2/27/2019	Hobby Lobby	Adrienne Kasper	Admin Supplies	11.B116	9.69
2/27/2019	Target	Adrienne Kasper	Employee Get Well Card	11.B116	4.30
2/28/2019	Fosters		Safety Lane Check #304	12.C225	30.00
3/1/2019	USPS		Postage Due	11.B119	1.12
3/1/2019	USPS		Postage Due	11.B119	4.53
3/6/2019	Dollar Store	Chuck Preen	Hand Sanitizer for WWTC	12.B116	21.60
3/11/2019	Fosters		Safety Lane Check #353	14.C225	30.00
			Total Receipts		224.99

Expense by code

11.B116	13.99
11.B117	116.38
11.B119	13.02
12.B116	21.60
12.C225	30.00
14.C225	30.00

224.99

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Paul W. Coultrap
Clerk

Downers Grove

Sanitary District

2710 Curtiss Street
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Downers Grove, IL 60515-0703
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General Manager
Nicholas J. Menninga

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

Memo

To: Board of Trustees
From: Nick Menninga, General Manager
Date: March 15, 2019
Subject: Five Year Financial Plan and Appropriation Ordinance

Attached is a revised cover sheet for the Five Year Financial Plan for Fiscal Years 2019-2020 to 2023-2024.

The Proposed Five Year Financial Plan for Fiscal Years 2019-2020 to 2023-2024 and the FY 19-20 Appropriation Ordinance distributed for last month's Board of Trustees meeting have been on public notice for 30 days, starting February 13, 2019. No comments have been received.

I will be seeking final Board approval of the Five Year Financial Plan and Budget for Fiscal Years 2019-2020 to 2023-2024 at the March 19, 2019 regular meeting. I will also be seeking adoption of the FY 19-20 Appropriation Ordinance, and for the President and Clerk to sign the same.

C: BOLI, WCC, MGP

DOWNERS GROVE SANITARY DISTRICT
FIVE YEAR FINANCIAL PLAN
FISCAL YEARS 2019-2020 TO 2023-2024

Approved 03/19/19

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. 2019 AND ENDING APRIL THIRTIETH, A.D. 2020.

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. 2019 and ending on the Thirtieth Day of April, A.D. 2020.

I.	ADMINISTRATION	
	A. Salary and Wages	\$ 1,250,000
	B. Office Oper & Maint Expenses	480,000
	C. Vehicles Oper, Maint & Purchase	<u>10,000</u>
		\$1,740,000
II.	PLANT	
	A. Salary and Wages	\$ 1,470,000
	B. Operation & Maintenance Expenses	2,840,000
	C. Vehicles Oper, Maint & Purchase	<u>90,000</u>
		\$4,400,000
III.	LABORATORY SERVICES	
	A. Salary and Wages	\$ 270,000
	B. Operation & Maintenance Expenses	110,000
	C. Vehicles Oper, Maint & Purchase	<u>10,000</u>
		\$ 390,000
IV.	SYSTEM	
	A. Salary and Wages	\$ 520,000
	B. Operation & Maintenance Expenses	2,090,000
	C. Vehicles Oper, Maint & Purchase	<u>70,000</u>
		\$2,680,000
V.	LIFT STATIONS	
	A. Salary and Wages	\$ 80,000
	B. Operation & Maintenance Expenses	<u>420,000</u>
		\$ 500,000
VI.	INSURANCE AND EMPLOYEE BENEFITS	\$1,400,000
	TOTAL OPERATION AND MAINTENANCE	\$11,110,000

CAPITAL IMPROVEMENTS

VII. TREATMENT CENTER/LABORATORY

A. Renovations to Buildings & Systems	\$ <u>50,000</u>
	\$ 50,000

VIII. COLLECTION SYSTEM/LIFT STATIONS

A. Construction/Upgrading – Sewer system, pump station improvements, unsewered area plan revisions	\$ <u>150,000</u>
	\$ 150,000

TOTAL CAPITAL IMPROVEMENTS \$ 200,000

GRAND TOTAL \$11,310,000

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. 2019 and ending on the Thirtieth Day of April, A.D. 2020.

CASH FLOW
FISCAL YEAR 2019-2020

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

RECAPITULATION

1. Total Amount Appropriated..... \$11,310,000
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.)..... \$10,121,450
3. Amount of Said Appropriation to be paid
from real estate taxes..... \$ 1,188,550

SECTION 3. That the total sum of Eleven Million Three Hundred Ten Thousand Dollars (\$11,310,000) 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 19th day of March, A.D. 2019

Recording Vote:

Ayes: _____

Nays: _____

Approved this 19th day of March, A.D. 2019

BY: _____

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

ATTEST:

Clerk

Recorded this 19th day of March, A.D. 2019

ATTACHMENT A

CASH FLOW
FISCAL YEAR 2019-2020

	<u>General Corporate</u>	<u>Improvement</u>	<u>Construction</u>	<u>Public Benefit</u>
Projected Cash Balance on 5/1/19	<u>\$ 2,760,455</u>	<u>\$ 1,141,413</u>	<u>\$ 299,763</u>	<u>\$ 36,476</u>
Receipts:				
Const and Televising Insp Fees	650			
User Fees	7,384,500			
Interest	35,000	17,150	10,000	550
Plan Review Fees	1,000			
Surcharges	325,000			
Permit Insp Fees	22,000			
Sampling Charges	70,000			
Tap-in Fees			250,000	
Trunk and Lateral Sewer Charges		90,000		
Replacement Taxes	75,000			
Real Estate Taxes	1,188,550			
Grease Waste	220,000			
Miscellaneous	<u>46,500</u>	<u> </u>	<u>500,000</u>	<u> </u>
Total Receipts	<u>9,368,200</u>	<u>107,150</u>	<u>760,000</u>	<u>550</u>
Subtotal	<u>\$ 12,128,655</u>	<u>\$ 1,248,563</u>	<u>\$ 1,059,763</u>	<u>\$ 37,026</u>
Disbursements:				
O & M Budget	11,110,000			
Capital Improvements Budget	<u> </u>	<u>150,000</u>	<u>50,000</u>	<u>0</u>
Total Disbursements	<u>11,110,000</u>	<u>150,000</u>	<u>50,000</u>	<u>0</u>
Projected Cash Balance on 4/30/20	<u>\$ 1,018,655</u>	<u>\$ 1,098,563</u>	<u>\$ 1,009,763</u>	<u>\$ 37,026</u>

STATEMENT OF ESTIMATED REVENUES

I, William Clay Campbell, Treasurer of the Downers Grove Sanitary District, do hereby state that the above document entitled "Cash Flow, Fiscal Year 2019-2020" indicates an estimate of revenues by source anticipated to be received in Fiscal Year 2019-2020.

DOWNERS GROVE SANITARY DISTRICT

BY: _____
Treasurer

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Nick Menninga
General Manager

DATE: March 15, 2019

RE: Proposed Ordinance No. ORD 19-01

Attached please find a copy of proposed Ordinance No. ORD 19-01 which contains recommended ordinance amendments as described below.

A. Tap-in Fee, Trunk Sewer Service Charge and Lateral Sewer Charge (Article II Sections 13c, d and e)

In accordance with the practice established in 1993, staff proposes to increase the tap-in fee, trunk sewer service charge and the lateral sewer charge based on the change in the Engineering News Record magazine's Construction Cost Index (CCI) from December 2017 to December 2018. The CCI increased 2.88% during this period. Applying this change results in the proposed rates indicated in Table 1 - Summary of rate adjustments.

B. Permit Inspection Fee (Article II Section 13b) and Sewer Construction Inspection Rate (Article IV Section 4b)

The permit inspection fee and sewer construction inspection rates are proposed to be increased by roughly 4.0% to reflect budgeted wage adjustments.

D. Basic User Rate (Article VI Section 3)

The basic user rate will increase to \$1.70 per 1000 gallons, as indicated in the 5-year plan. The basic user rate was last increased in 2008.

E. Monthly Fees (Article VI Section 14)

The monthly service fee on all accounts will increase to \$17.00 per month, as indicated in the 5-year plan.

Sampling and monitoring charges will increase by roughly 4.0%, commensurate with budgeted salary increases for FY 19-20, as indicated below:

- 1) Significant industrial users will be assessed \$123.51 per month. There are 5 accounts in the billing system in this class.

- 2) Industrial users who have been issued wastewater discharge permits by the District would be assessed \$46.32 per month. There are 4 accounts in the billing system in this class.
- 3) Users subject to surcharge, either based on actual sampling or at the flat rate, would be assessed a sampling and monitoring charge of \$17.63 per month. There are 189 accounts in this class.
- 4) All commercial or industrial users not included in one of the three classes described above would be assessed sampling and monitoring charges of \$5.56 per month. There are 807 accounts in this class.

I will request Board approval of Ordinance No. ORD 19-01 at the March 19 regular meeting. If approved, this ordinance would be published in the Downers Grove Reporter on March 21, 2019 and would be effective on March 31, 2019.

cc: BOLI, TTC, WCC, DRB, MGP

AN ORDINANCE AMENDING AN ORDINANCE REGULATING THE
USE OF SANITARY SEWERS
ORDINANCE NO. ORD 19-01

BE IT ORDAINED by the President of the Board of Trustees of the Downers Grove Sanitary District, a body politic and corporate of DuPage County, Illinois, that the following portions of "An Ordinance Regulating the Use of Sanitary Sewers, adopted May 16, 1967, as Amended" are hereby amended to read as follows:

Article II Section 13

- (b) An Inspection Fee shall be charged to cover the cost to the District of inspections of the installation of building sanitary services to ensure sanitary service lines are adequate and suitable for connection to the District and to insure compliance with District ordinances and regulations, as follows:

(1) Single Family Class - ~~\$208.00~~ \$216.00 per building sanitary service.

(2) All Other Classes - ~~\$344.00~~ \$357.00 per building sanitary service or ~~\$198.00~~ \$206.00 per building if no work on building sanitary service is required.

- (c) A Tap-In Fee shall be charged for all connections to the District for the necessary construction, expansion, and extension of wastewater treatment plant facilities. The tap-in fee shall be calculated upon a rate of ~~\$886.00~~ \$912.00 per population equivalent (P.E.), and shall be assessed as follows:

(1) Single Family Class - 3.5 P.E. per unit or ~~\$3,101.00~~ \$3,192.00 per unit.

(2) Multiple Family Class -

Efficiency or studio apartment unit - 1.0 P.E. or ~~\$886.00~~ \$912.00 per unit.

One bedroom apartment unit - 1.5 P.E. or ~~\$1,329.00~~ \$1,368.00 per unit.

Two or three bedroom apartment unit - 3.0 P.E. or ~~\$2,658.00~~ \$2,736.00 per unit.

- (d) A Trunk Sewer Service Charge shall be charged for the necessary construction, expansion, and extension of trunk sewer facilities. The trunk sewer service charge shall be calculated upon a rate of ~~\$411.00~~ \$423.00 per population equivalent (P.E.) and shall be assessed as follows:

(1) Single Family Class - 3.5 P.E. per unit or ~~\$1,438.50~~ \$1,480.50 per unit.

(2) Multiple Family Class -

Efficiency or studio apartment unit - 1.0 P.E. or ~~\$411.00~~ \$423.00 per unit.

One bedroom apartment unit - 1.5 P.E. or ~~\$616.50~~ \$634.50 per unit.

Two or three bedroom apartment unit - 3.0 P.E. or ~~\$1,233.00~~ \$1,269.00 per unit.

- (4) Minimum Charges - The minimum trunk sewer service charge for commercial, industrial, or business use shall be ~~\$10,275.00~~ \$10,575.00 per acre (25 P.E. per acre). The minimum trunk sewer service charge for all other uses shall be ~~\$4,110.00~~ \$4,230.00 per acre (10 P.E. per acre).
- (e) A Lateral Sewer Charge shall be charged for the necessary construction, expansion, and extension of lateral sanitary sewer facilities. The lateral sewer service charge shall be assessed whenever a building is to be connected to a public sanitary sewer which was installed at the expense of the District. The lateral sewer service charge shall be assessed as follows:
- (1) All Classes
- ~~\$11,431.00~~ \$11,760.00 per building sanitary service to near side property.
- ~~\$8,281.00~~ \$8,519.00 per building sanitary service to far side property.

Article IV Section 4

- (b) The person constructing or causing to have constructed said public sanitary sewer shall reimburse the District for all costs of inspecting said sewer installation, at the rates of ~~\$65.00~~ \$68.00 per hour straight time and ~~\$97.50~~ \$102.00 per hour overtime if said inspection is performed by District personnel, and at billed cost if said inspection is performed by others.

Article VI Section 3

A basic user rate of ~~\$1.65~~ \$1.70 per 1000 gallons of water consumption shall be applied to all users.

All non-metered single family residential users of the wastewater facilities shall pay a flat rate charge per quarter of ~~\$39.60~~ \$40.80. This flat rate charge is based on water consumption of 24,000 gallons per quarter for single family residences. Any non-metered single family user who installs a water meter in accordance with District requirements shall be billed based upon the readings from such meters.

Article VI Section 14

Monthly fees consist of a service fee of ~~\$16.00~~ \$17.00 per month for all accounts, and sampling and monitoring charges if applicable.

The sampling and monitoring charges shall be as follows:

- (a) ~~\$118.76~~ \$123.51 per month for each significant industrial user subject to any National Categorical Pretreatment Standard or discharging an average of 25,000 gallons or more of wastewater per day.
- (b) ~~\$44.54~~ \$46.32 per month for each industrial user subject to a wastewater discharge permit issued by the District and not included in (a) above.
- (c) ~~\$16.95~~ \$17.63 per month for each user subject to surcharge.
- (d) ~~\$5.35~~ \$5.56 per month for all industrial (including commercial) users not included in (a), (b) or (c) above.

PASSED AND APPROVED by the President and Board of Trustees of the Downers Grove Sanitary District at a regular meeting of the Trustees held on the 19th day of March, 2019, to become effective ten (10) days after publication thereof.

DOWNERS GROVE SANITARY DISTRICT

BY: _____
President

ATTEST: _____
Clerk

DOWNERS GROVE SANITARY DISTRICT
TAP-IN FEE, TRUNK SEWER SERVICE CHARGE AND LATERAL SEWER CHARGE
SUMMARY OF RATE ADJUSTMENTS

TABLE 1

DATE ADOPTED	ENR CCI US	TAP-IN FEE	PERCENT CHANGE	TRUNK SEWER SERVICE CHARGE	PERCENT CHANGE	LATERAL SEWER CHARGE- NEAR SIDE	PERCENT CHANGE	LATERAL SEWER CHARGE- FAR SIDE	PERCENT CHANGE
03/30/19	2.9%	912.00	2.9%	423.00	2.9%	11,760.00	2.9%	8,519.00	2.9%
03/31/18	3.3%	886.00	3.3%	411.00	3.3%	11,431.00	3.3%	8,281.00	3.3%
04/01/17	3.9%	858.00	3.9%	398.00	3.9%	11,070.00	3.9%	8,020.00	3.9%
04/02/16	2.0%	826.00	2.0%	383.00	2.1%	10,650.00	2.0%	7,720.00	2.0%
04/05/15	2.8%	810.00	2.8%	375.00	2.7%	10,441.00	2.8%	7,569.00	2.8%
04/04/14	2.7%	788.00	2.7%	365.00	2.8%	10,160.00	2.7%	7,365.00	2.7%
03/30/13	2.6%	767.00	2.7%	355.00	2.6%	9,895.00	2.6%	7,172.00	2.6%
03/24/12	2.5%	747.00	2.5%	346.00	2.4%	9,644.00	2.5%	6,990.00	2.5%
04/02/11	3.6%	729.00	3.6%	338.00	3.7%	9,412.00	3.6%	6,822.00	3.6%
04/04/10	1.1%	704.00	1.1%	326.00	1.2%	9,085.00	1.1%	6,585.00	1.1%
04/05/09	5.7%	696.00	5.6%	322.00	5.6%	8,985.00	5.7%	6,515.00	5.7%
03/25/08	2.6%	659.00	2.6%	305.00	2.7%	8,500.00	2.6%	6,165.00	2.6%
03/27/07	3.1%	642.00	3.0%	297.00	3.1%	8,285.00	3.1%	6,010.00	3.1%
04/25/06	4.4%	623.00	4.4%	288.00	4.3%	8,035.00	4.4%	5,830.00	4.4%
04/19/05	7.8%	597.00	7.8%	276.00	7.8%	7,696.00	7.8%	5,584.00	7.8%
05/24/04	3.3%	554.00	3.4%	256.00	3.2%	7,142.00	3.3%	5,182.00	3.3%
04/29/03	2.7%	536.00	2.7%	248.00	2.5%	6,914.00	2.7%	5,016.00	2.7%
04/23/02	1.7%	522.00	1.8%	242.00	1.7%	6,732.00	1.7%	4,884.00	1.7%
04/24/01	2.6%	513.00	2.6%	238.00	2.6%	6,620.00	2.6%	4,802.00	2.6%
04/25/00	2.3%	500.00	2.5%	232.00	1.8%	6,452.00	2.3%	4,680.00	2.3%
04/20/99	2.3%	488.00	2.1%	228.00	1.8%	6,306.00	2.3%	4,574.00	2.3%
04/28/98	2.0%	478.00	1.9%	224.00	1.8%	6,167.00	2.0%	4,473.00	2.0%
07/01/97	3.7%	469.00	3.1%	220.00	3.3%	6,046.00	3.2%	4,385.00	3.2%
04/23/96	1.6%	455.00	2.5%	213.00	2.4%	5,859.00	2.5%	4,249.00	2.5%
04/27/95	2.4%	444.00	3.5%	208.00	3.5%	5,716.00	3.6%	4,145.00	3.6%
04/26/94	5.0%	429.00	5.7%	201.00	5.8%	5,517.00	5.7%	4,001.00	5.7%
04/20/93	3.5%	406.00	4.6%	190.00	4.4%	5,220.00	4.8%	3,785.00	4.8%
07/23/92		388.00	6.9%	182.00	7.7%	4,980.00	7.7%	3,611.00	7.7%
04/16/91		363.00	3.4%	169.00	2.7%	4,625.00	2.6%	3,354.00	2.6%
02/20/90		351.00	5.4%	164.50	3.1%	4,508.00	3.2%	3,269.00	3.2%
02/21/89		333.00	2.1%	159.50	2.2%	4,368.00		3,168.00	
02/16/88		326.00	63.0%	156.00	5.4%				
05/06/86				148.00	2.1%				
04/16/85		200.00	115.4%						
05/01/84				145.00	14.6%				
04/06/82				126.50	8.1%				
04/01/80				117.00	25.8%				
12/19/78		92.86							
04/04/78				93.00	8.1%				
02/15/77				86.00	14.7%				
06/17/75				75.00	20.0%				
11/06/73		107.14							
10/19/73				62.50	34.8%				
09/25/72				46.38	34.4%				
03/30/71				34.50	13.1%				
04/08/70				30.50	6.1%				
01/01/69				28.75	5.8%				
02/01/68				27.18	5.0%				
05/16/67		85.71							
02/01/67				25.88					
11/18/58		57.14							

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Nicholas J. Menninga
General Manager

FROM: W. Clay Campbell
Administrative Supervisor

DATE: March 14, 2019

RE: Insurance Renewals for FY-19-20

In February, Mitch Backes of Corkill Insurance provided the District with early renewal numbers for insurance premiums for all of the District's coverages. These figures reflected identical coverage and plan design as the current year except for updated payroll figures for the Workers Compensation coverage. The initial proposal premium rates came in at \$186,245 which represented an increase of 7.6% over the expiring premium rates.

The District's Tank Storage Pollution Liability policy through Crum & Forster came back higher than expected at \$3,500 (as opposed to the expiring premium of \$2,691) due to the carrier revising their minimum premium guidelines and pricing our tank higher because it is over 30 years old. As a result, Mitch and I decided to investigate replacement coverage through an alternative carrier to see if we could drop the premium more in line with where it has been historically. The District's broker also indicated that we might be able to get some pricing reductions in the overall Selective package for General Liability and Property coverages in response to some of the specific increases in the lines (such as Auto, Public Officials, Umbrella and Property).

As the question came up at the February board meeting, I did ask Mitch if it made sense to shop carriers every year for renewal and if not, how frequent should the District do that to obtain the best rates. He recommended shopping different carriers no more frequently than once every 2-3 years. His experience reflected that when clients shopped their coverage every year certain carriers eventually stopped quoting the coverage as their time spent preparing and researching quotes didn't come to fruition the first few times. Whereas if you ask for the carriers to quote every few years, it is viewed more favorably by the carriers as a viable opportunity to pick up new business and may even result in the carriers sharpening their pencils further than they otherwise would as they compete with one another and perceive this as a window that only opens periodically ("forced competition").

After investigating Tank Storage Pollution Liability coverage with alternate carriers, it became very clear that the District currently has the best, most affordable coverage through Crum & Forster. Several of the alternate carriers were pricing the coverage at no less than \$9,000 per year and with a \$250,000 deductible as opposed to the currently proposed premium of \$3,500 and deductible of \$25,000 under the District's existing policy. Mitch encouraged us to consider at some point in the future abandoning the over 30 year-old underground diesel storage tank in favor of a new above-ground diesel storage tank that would likely cost significantly lower to insure and would result in more of a fixed premium less subject to volatile pricing. Operations and Maintenance staff would need to investigate this option further to determine if such an option would best meet their needs and to identify the scope of costs involved.

In response to the District's request for rate relief, Selective was able to offer reduced increases in premiums for the Auto, Umbrella, and Property lines of coverage while even lowering the General Liability premium from the existing rate. These reductions in premium increases resulted in a grand total of \$182,066 which represented an increase of 5.2% over the expiring premium rates and reflects a decrease of \$4,179 from the initial proposal premiums.

The following items are attached regarding renewal of these coverages:

- 1) Insurance Premiums History and Comparison from FY17-18 to FY19-20;
- 2) Official Quote package provided to the District from Selective Insurance Group, Inc.; and
- 3) Summary of Insurance Coverages assuming switch is made as staff recommends.

All lines of coverage as listed in the final proposal would increase the District's costs a total of 5.2 percent as compared to the current year's expiring premiums (1.4 percent associated with the liability and property lines and 9.6 percent associated with the workers compensation/payroll adjustments). The total premium amount of renewing the District's coverages as proposed above is \$182,066 (\$94,899 General Liability and Property/equipment breakdown plus \$87,167 Workers Comp premium), which is under the amount proposed in the budget for fiscal year 2019-20 (\$192,500). I am recommending that the District's existing General Liability, Automobile, Public Officials Liability, Umbrella Liability, Fidelity and Crime, Property and Workers Compensation coverages with Selective be renewed, existing Equipment Breakdown policy with Inland Marine is renewed, existing Cyber-Liability coverage through Travelers is renewed and the existing Tank Storage Pollution Liability coverage through Crum & Forster is renewed, all at the premiums proposed in this memo.

If you concur with this recommendation, this item should be placed on the agenda for the March 19 meeting.

Attachments

cc: WDVb, AES, PWC, KJR, RTJ, MJS, MGP

COVERAGES BY FISCAL YEAR BEGINNING
DATED: 03/14/2019

	FY19-20 - SELECTIVE RENEWAL RATES <u>Final Proposal</u>	FY19-20 - SELECTIVE RENEWAL RATES <u>Initial Proposal</u>	FY18-19 - SELECTIVE EXPIRING RATES	FY18-19 - SELECTIVE RENEWAL RATES	FY17-18 - TRAVELERS
GENERAL LIABILITY (INCLUDES TERRORISM)	\$10,794	\$11,463	\$11,460	\$11,511	\$21,074
AUTOMOBILE	16,766	17,619	16,311	16,029	16,557
PUBLIC OFFICIALS LIABILITY	7,660	7,660	6,890	6,890	9,470
UMBRELLA LIABILITY	10,471	11,023	10,402	10,412	8,078
FIDELITY AND CRIME	50	50	50	50	1,057
TANK STORAGE POLLUTION LIABILITY (CRUM & FORSTER)	3,500	3,500	2,691	2,866	2,038
CRIME & CYBER-LIABILITY	4,785	4,785	4,765	4,765	3,835
SUBTOTAL	\$54,026	\$56,100	\$52,569	\$52,523	\$62,109
PROPOSED INCREASE AMOUNT:	\$1,457	\$3,531			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR EXCLUDING PROPERTY AND WORKERS COMP	2.8%	6.7%	0.1%	-15.4%	
PROPERTY	\$32,094	\$33,736	\$31,994	\$32,064	\$33,654
MOBILE EQUIPMENT	\$8,779	\$9,242	\$9,023	\$9,308	
PROPERTY SUBTOTAL	\$40,873	\$42,978	\$41,017	\$41,372	\$33,654
PROPOSED INCREASE AMOUNT:	-\$144	\$1,961			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR PROPERTY ONLY	-0.4%	4.8%	-0.9%	22.9%	
SUBTOTAL OF LIABILITY AND PROPERTY	\$94,899	\$99,078	\$93,586	\$93,895	\$95,763
PROPOSED INCREASE AMOUNT:	\$1,313	\$5,492			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR EXCLUDING WORKERS COMP	1.4%	5.9%	-0.3%	-2.0%	
WORKERS COMPENSATION * CANCELLATION PENALTY (JUST 2018)	\$87,167	\$87,167	\$79,556	\$80,155 \$7,000	\$92,499
WC TOTAL	\$87,167	\$87,167	\$79,556	\$87,155	\$92,499
PROPOSED INCREASE AMOUNT:	\$7,611	\$7,611			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR WORKERS COMP ONLY	9.6%	9.6%	-8.7%	-5.8%	
GRAND TOTAL	\$182,066	\$186,245	\$173,142	\$181,050	\$188,262
PROPOSED INCREASE AMOUNT:	\$8,924	\$13,103			
PERCENT INCREASE OR DECREASE OVER PRIOR YEAR	5.2%	7.6%	-4.4%	-3.8%	
TOTAL DIFFERENCE BETWEEN INITIAL AND FINAL PROPOSAL FIGURES:	-\$4,179				

*THE WORKERS COMPENSATION PREMIUM REFLECTS BOTH ADJUSTMENTS
DUE TO MARKET ACTIVITY AND A TRUE-UP MORE IN LINE WITH CURRENT
PROJECTED PAYROLL FOR FY19-20 - MID-YEAR AUDIT WILL ADJUST UP OR
DOWN BASED ON ACTUALS



A PROPOSAL PREPARED FOR

Downers Grove Sanitary District

2710 Curtiss St
Downers Grove, IL

Presented By:

Mitch Backes

Corkill Insurance Agency, Inc.
25 Northwest Point Boulevard, Suite 625
Elk Grove Village, IL 60007

Policy Term: 4-14-2019 to 4-14-2020
Pollution 4-7-19 to 4-7-2020





CORKILL INSURANCE SERVICE TEAM

Your Agent

Mitch Backes

Cell: 224.330.9054

Email: Mitch@corkillinsurance.com

Property & Casualty Service Team

Servicing your Commercial policies, including: Property, Liability, Auto, Management Liability

David Ballantyne

Direct: 847.258.7736

Email: DBallantyne@corkillinsurance.com

- Policy maintenance (i.e. adding vehicles)
- Billing and invoices

Todd Jones, SCLA

Direct: 847.437.3690

Email: TJones@corkillinsurance.com

- Claim Reporting
- Claim follow-up

Joan Konrad

Direct: 847.437.3538

Email: jkonrad@corkillinsurance.com

- Human Resources

Christina Anderson

Direct: 847.437.2983

Email: CAnderson@corkillinsurance.com

- Safety Services

Mitch Backes

Cell: 224.330.9054

Email: Mitch@corkillinsurance.com

- Public Entity Managing Director



25 Northwest Point Blvd
Ste 625
Elk Grove Village
IL 60007

Phone: 847.758.1000

Fax: 847.758.1200

Schedule of Named Insured

Downers Grove Sanitary District

Carrier Information

Carrier	Line of Coverage	AM Best Rating	Admitted Status
Selective Insurance Co. of America	Property, Inland Marine, General Liability, Public Officials Liability, Auto, Umbrella, Workers Compensation	A XIV	Admitted
Travelers Insurance Co.	Crime, Cyber	A++ XV	Admitted
Crum & Forster	Storage Tank Liability	A XIII	Admitted

Class Adj. PHS (\$ Millions)

I	Less than 1
II	1 to 2
III	2 to 5
IV	5 to 10
V	10 to 25
VI	25 to 50
VII	50 to 100
VIII	100 to 250

Class Adj. PHS (\$ Millions)

IX	250 to 500
X	500 to 750
XI	750 to 1,000
XII	1,000 to 1,250
XIII	1,250 to 1,500
XIV	1,500 to 2,000
XV	2,000 or greater

BEST'S FINANCIAL STRENGTH RATING GUIDE

A Best's Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. An FSR is not assigned to specific insurance policies or contracts and does not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. An FSR is not a recommendation to purchase, hold or terminate any insurance policy, contract or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser.

Best's Financial Strength Rating (FSR) Scale

Rating Categories	Rating Symbols	Rating Notches*	Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in our opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in our opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in our opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in our opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	-	Assigned to insurance companies that have, in our opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.

*Each Best's Financial Strength Rating Category from "A+" to "C" includes a Rating Notch to reflect a gradation of financial strength within the category. A Rating Notch is expressed with either a second plus "+" or a minus "-".

FSR Non-Rating Designations

Designation Symbols	Designation Definitions
E	Status assigned to insurance companies that are publicly placed under a significant form of regulatory supervision, control or restraint - including cease and desist orders, conservatorship or rehabilitation, but not liquidation - that prevents conduct of normal ongoing insurance operations; an Impaired Insurer.
F	Status assigned to insurance companies that are publicly placed in liquidation by a court of law or by a forced liquidation; an Impaired Insurer.
S	Status assigned to rated insurance companies to suspend the outstanding FSR when sudden and significant events impact operations and rating implications cannot be evaluated due to a lack of timely or adequate information; or in cases where continued maintenance of the previously published rating opinion is in violation of evolving regulatory requirements.
NR	Status assigned to insurance companies that are not rated; may include previously rated insurance companies or insurance companies that have never been rated by AMB.

Rating Disclosure: Use and Limitations

A Best's Credit Rating (BCR) is a forward-looking independent and objective opinion regarding an insurer's, issuer's or financial obligation's relative creditworthiness. The opinion represents a comprehensive analysis consisting of a quantitative and qualitative evaluation of balance sheet strength, operating performance and business profile or, where appropriate, the specific nature and details of a security. Because a BCR is a forward-looking opinion as of the date it is released, it cannot be considered as a fact or guarantee of future credit quality and therefore cannot be described as accurate or inaccurate. A BCR is a relative measure of risk that implies credit quality and is assigned using a scale with a defined population of categories and notches. Entities or obligations assigned the same BCR symbol developed using the same scale, should not be viewed as completely identical in terms of credit quality. Alternatively, they are alike in category (or notches within a category), but given there is a prescribed progression of categories (and notches) used in assigning the ratings of a much larger population of entities or obligations, the categories (notches) cannot mirror the precise subtleties of risk that are inherent within similarly rated entities or obligations. While a BCR reflects the opinion of A.M. Best Company Inc. (AMB) of relative creditworthiness, it is not an indicator or predictor of defined impairment or default probability with respect to any specific insurer, issuer or financial obligation. A BCR is not investment advice, nor should it be construed as a consulting or advisory service, as such; it is not intended to be utilized as a recommendation to purchase, hold or terminate any insurance policy, contract, security or any other financial obligation, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. Users of a BCR should not rely on it in making any investment decision; however, if used, the BCR must be considered as only one factor. Users must make their own evaluation of each investment decision. A BCR opinion is provided on an "as is" basis without any expressed or implied warranty. In addition, a BCR may be changed, suspended or withdrawn at any time for any reason at the sole discretion of AMB.

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Version 061515

Premium Summary

Insured: **Downers Grove Sanitary District**

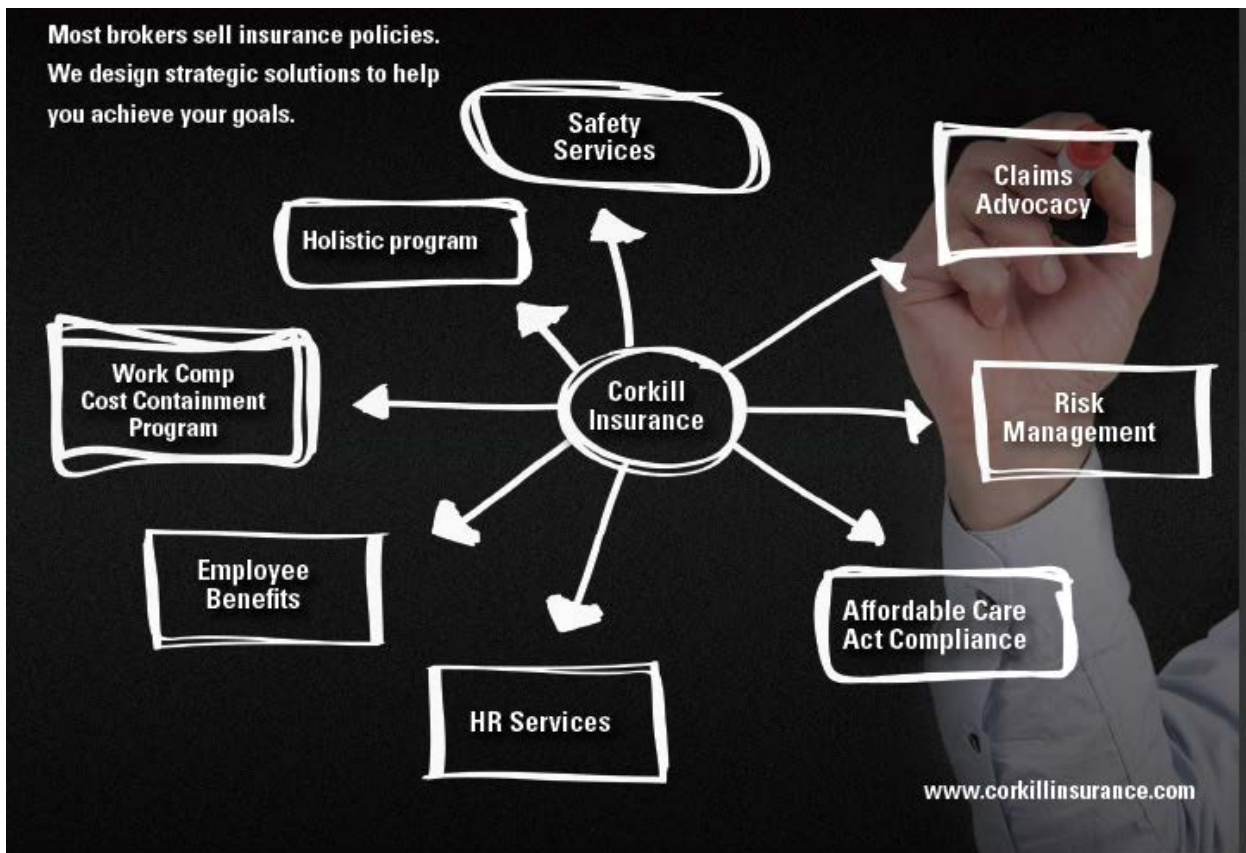
Carriers: Selective – Package, Workers Compensation
Travelers – Crime, Cyber
Crum & Forster – Storage Tank Liability

Policy Term: 4/18/2019 to 4/18/2020

Line Type	Expiring Premium	Renewal Premium
Property	\$ 31,994	\$ 32,094
Crime	\$ 50	\$ 50
Inland Marine	\$ 9,023	\$ 8,779
General Liability	\$ 11,460	\$ 10,794
Public Officials Liability	\$ 6,890	\$ 7,660
Automobile	\$ 16,311	\$ 16,766
Umbrella	\$ 10,402	\$ 10,471
Property and Casualty Total	\$ 86,130	\$ 86,614
Workers Compensation	\$ 79,556	\$ 87,167
Crime & Cyber	\$ 4,765	\$ 4,785
Storage Tank Liability	\$ 2,691	\$ 3,500
Total Premium	\$ 173,142	\$ 182,066

Service Model

Corkill partners with each client to provide customized solutions by finding the best fit that makes the most sense.



Marketing Service Plan

- Mitch Backes, Advisor
- Charlita Hart and David Ballantyne, Account Managers

- Present the account to the marketplace in the most aggressive manner possible
- Handle the renewal process; work with carriers to ensure the coverage provided is the most comprehensive and competitive program available and is the most compatible with client needs
- Build a successful and sustaining relationship by providing prompt, accurate and courteous first line customer support
- Order and issue binders, certificates, policies, endorsements and other related items and verify accuracy
- Review audits and verify accuracy
- Provide accurate details and resolution for any billing issues
- Provide contract review to ensure the coverage requirements are being met for all jobs
- Provide attention to detail and accurate record keeping

Safety Service Plan

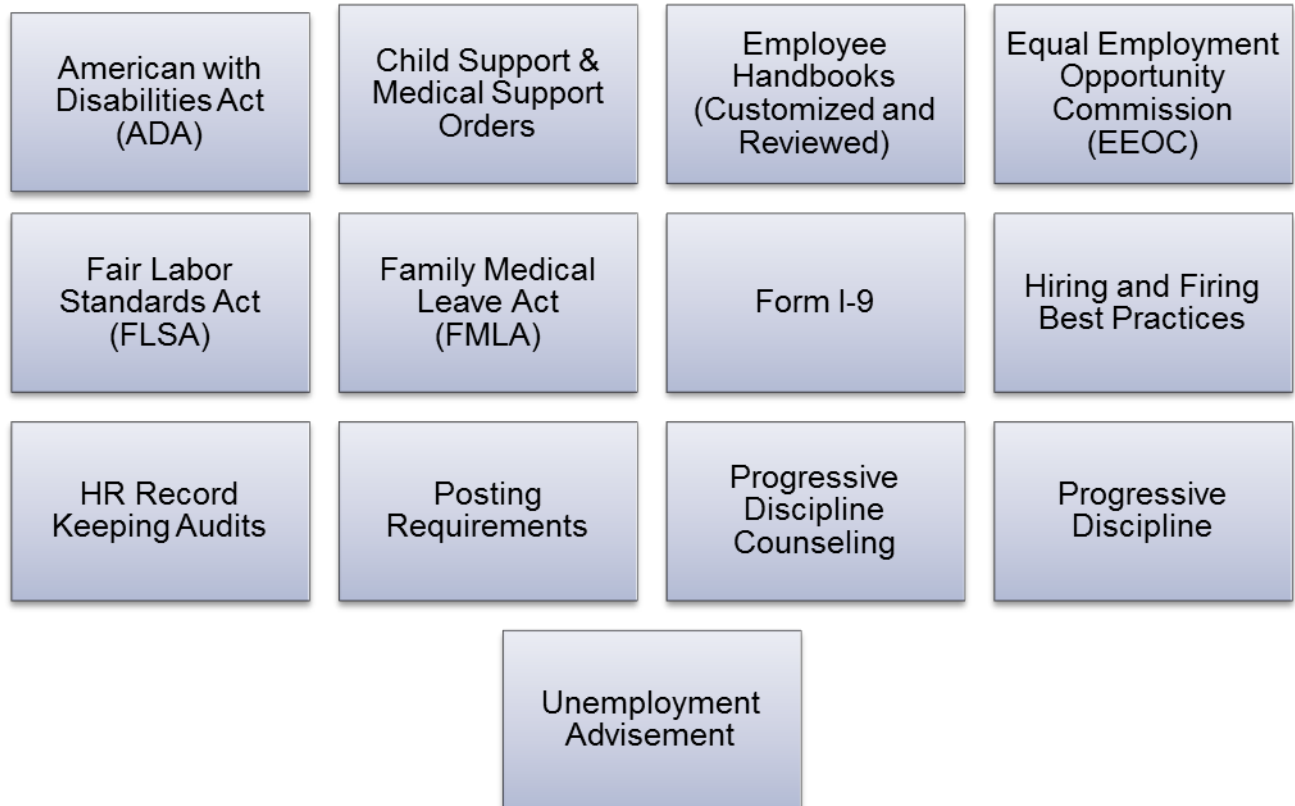
- Christina Anderson, Safety Director

- Provide safety and health training that includes a solid foundation of safety protocol, awareness and practice
- Work with supervisors and managers as a valuable resource for answers to any questions or provide guidance as needed
- Provide expertise in governmental regulations and the workings of government agency inspections and negotiation processes, and act as liaison with government agencies (e.g., OSHA)
- Analyze accidents to identify causes and means for prevention
- Analyze injury and illness trends to identify and prevent common cause patterns
- Develop strategies to minimize loss frequency and financial impact of losses

Human Resource Service Plan

- Joan Konrad, Human Resources Advisor

Compliance Guidelines and Assistance



Claims Service Plan

- Todd Jones, Claims Manager
- Cheri Gomez, Workers' Compensation Claims Manager
- Dan Soderlund, Liability Claims Analyst
- Rocio Bucio, Workers' Compensation Claims Analyst

- Superior technical claim expertise in the areas of Workers' Compensation, General Liability, Product/Operations Liability, Auto Liability, and Property coverages
- Competitive claim mitigation programs for all lines of business
- Aggressive claim reporting, follow-up and oversight for all lines of business
- Regular claim reviews every 30-60 days or as needed
- Utilization of third party programs to mitigate costs, claims, and OSHA recordable injuries through partnerships with Medcor, CompCorePro, and Corvel at no additional cost
- Leverage relationships with law firms and mitigation companies as needed
- Claims adjusting services for minor claims/accidents when claims fall under deductibles



COMPCOREPro



Location Schedule

Location #	Building #	Address
1	1	2710 Curtiss St, Downers Grove, IL 60515
2	1	2537 Hobson Road, Downers Grove, IL 60516
3	1	21W042 Finley Road, Downers Grove, IL 60515
4	1	63rd & Brookside, Downers Grove, IL 60515
5	1	20W695 Glen Park Road, Downers Grove, IL 60515
6	1	555 31st St., Downers Grove, IL 60515
7	1	3711 Venard Road, Downers Grove, IL 60515
8	1	717 W 41st St., Downers Grove, IL 60515
9	1	41st and Adams, Downers Grove, IL 60515
10	1	6510 Fairmount Ave, Downers Grove, IL 60516
11	1	5006 Walnut Ave, Downers Grove, IL 60515
12	1	5003 Walnut Ave, Downers Grove, IL 60515
12	2	5003 Walnut Ave, Downers Grove, IL 60515
12	3	5003 Walnut Ave, Downers Grove, IL 60515
12	4	5003 Walnut Ave, Downers Grove, IL 60515
12	5	5003 Walnut Ave, Downers Grove, IL 60515
12	6	5003 Walnut Ave, Downers Grove, IL 60515
12	7	5003 Walnut Ave, Downers Grove, IL 60515
12	8	5003 Walnut Ave, Downers Grove, IL 60515
12	9	5003 Walnut Ave, Downers Grove, IL 60515
12	10	5003 Walnut Ave, Downers Grove, IL 60515
12	11	5003 Walnut Ave, Downers Grove, IL 60515
12	12	5003 Walnut Ave, Downers Grove, IL 60515
12	13	5003 Walnut Ave, Downers Grove, IL 60515
12	14	5003 Walnut Ave, Downers Grove, IL 60515
12	15	5003 Walnut Ave, Downers Grove, IL 60515
12	16	5003 Walnut Ave, Downers Grove, IL 60515
12	17	5003 Walnut Ave, Downers Grove, IL 60515
12	18	5003 Walnut Ave, Downers Grove, IL 60515
12	19	5003 Walnut Ave, Downers Grove, IL 60515
12	20	5003 Walnut Ave, Downers Grove, IL 60515
12	21	5003 Walnut Ave, Downers Grove, IL 60515
12	22	5003 Walnut Ave, Downers Grove, IL 60515
12	23	5003 Walnut Ave, Downers Grove, IL 60515
12	24	5003 Walnut Ave, Downers Grove, IL 60515
12	25	5003 Walnut Ave, Downers Grove, IL 60515
12	26	5003 Walnut Ave, Downers Grove, IL 60515

Property

Carrier: **Selective Insurance Company**

Location #	Building #	Subject of Insurance	Amount	Deductible
1	1	Business Personal Property	\$ 293,863	\$1,000
2	1	Building	\$ 281,275	\$1,000
2	1	Business Personal Property	\$ 723,134	\$1,000
3	1	Building	\$ 117,528	\$1,000
3	1	Business Personal Property	\$ 302,156	\$1,000
4	1	Building	\$ 135,812	\$1,000
4	1	Business Personal Property	\$ 349,875	\$1,000
5	1	Building	\$ 36,315	\$1,000
5	1	Business Personal Property	\$ 150,016	\$1,000
6	1	Building	\$ 36,315	\$1,000
6	1	Business Personal Property	\$ 93,362	\$1,000
7	1	Building	\$ 36,315	\$1,000
7	1	Business Personal Property	\$ 93,362	\$1,000
8	1	Building	\$ 36,315	\$1,000
8	1	Business Personal Property	\$ 158,614	\$1,000
9	1	Building	\$ 36,315	\$1,000
9	1	Business Personal Property	\$ 93,362	\$1,000
10	1	Building	\$ 36,315	\$1,000
10	1	Business Personal Property	\$ 130,402	\$1,000
11	1	Building	\$ 156,135	\$1,000
12	1	Building	\$ 438,193	\$1,000
12	1	Business Personal Property	\$ 1,255,164	\$1,000
12	2	Building	\$ 30,995	\$1,000
12	3	Building	\$ 152,443	\$1,000
12	3	Business Personal Property	\$ 58,252	\$1,000
12	4	Building	\$ 826,544	\$1,000
12	4	Business Personal Property	\$ 347,583	\$1,000
12	5	Building	\$ 998,075	\$1,000
12	5	Business Personal Property	\$ 1,509,317	\$1,000
12	6	Building	\$ 245,830	\$1,000
12	6	Business Personal Property	\$ 271,239	\$1,000
12	7	Building	\$ 1,468,050	\$1,000
12	7	Business Personal Property	\$ 163,106	\$1,000
12	8	Building	\$ 211,826	\$1,000
12	8	Business Personal Property	\$ 699,918	\$1,000
12	9	Building	\$ 1,383,110	\$1,000
12	9	Business Personal Property	\$ 4,134,321	\$1,000
12	10	Building	\$ 225,533	\$1,000
12	10	Business Personal Property	\$ 398,057	\$1,000
12	11	Building	\$ 303,204	\$1,000
12	12	Building	\$ 653,348	\$1,000
12	12	Business Personal Property	\$ 3,745,659	\$1,000

Location #	Building #	Subject of Insurance	Amount	Deductible
12	13	Building	\$ 540,426	\$1,000
12	13	Business Personal Property	\$ 359,203	\$1,000
12	14	Property	\$ 353,433	\$1,000
12	14	Building Business Personal	\$ 873,172	\$1,000
12	15	Building	\$ 655,496	\$1,000
12	15	Business Personal Property	\$ 2,047,959	\$1,000
12	16	Building	\$ 447,957	\$1,000
12	16	Business Personal Property	\$ 1,146,396	\$1,000
12	17	Building	\$ 809,931	\$1,000
12	17	Business Personal Property	\$ 1,999,374	\$1,000
12	18	Building	\$ 1,111,056	\$1,000
12	19	Building	\$ 2,418,554	\$1,000
12	19	Business Personal Property	\$ 2,168,602	\$1,000
12	20	Building	\$ 236,749	\$1,000
12	20	Business Personal Property	\$ 2,133,780	\$1,000
12	21	Building	\$ 710,245	\$1,000
12	22	Outdoor Property	\$ 230,000	\$1,000
12	23	Outdoor Property	\$ 230,836	\$1,000
12	24	Building	\$ 30,995	\$1,000
12	25	Building	\$ 600,000	\$1,000
12	26	Building	\$ 1,125,000	\$1,000
12	26	Building	\$ 1,350,000	\$1,000

Property Coverage Highlights:

Policy Limits: **\$17,346,469 Blanket Building**
 \$27,049,248 Blanket Business Personal Property
 \$549,919 Scheduled Equipment

Equipment Breakdown: Included

Business Income – Flood and Earthquake: \$500,000, 24 Hours Waiting Period
Business Income – All Other Actual Loss Sustained, 72 Hour Waiting Period

Perils Covered: Special Form

Coinurance: Agreed Value

Valuation: Replacement Cost



Governmental Property Extension Coverage Summary



Selective's Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer GL, Automobile and Property, as well as Police Professional and Public Officials coverages, Selective also offers a participating (dividend) program to governmental entities.

The following forms are included:

- CP 7630 ElitePac® Property Extension Endorsement
- CP 7638 Governmental ElitePac® Property Extension Endorsement ▲ (symbol indicates unique coverages)
- CP 7639 ElitePac® Schedule – Governmental (lists the coverages & limits in the above endorsements)
- CP 0030 Business Income (and EE) Coverage Form
- CP 7663 Emergency Services & Governmental BI-ALS 24 Month Limitation Endorsement
- CR 7924 Governmental Crime ElitePac® Endorsement [1]

Coverage	Limit [2]
Additional Costs	\$25,000
Additional Property Covered:	
The cost of excavations, grading, backfilling or filling	Included in Bldg Limit
Foundations of buildings, structures, machinery or boilers	Included in Bldg Limit
Personal property while airborne or waterborne	Included in BPP Limit
Underground pipes, flues or drains	Included in Bldg Limit
Arson, Theft and Vandalism Rewards (not applicable in New York)	\$25,000
Automated External Defibrillators ▲	\$10,000
Back Up Of Sewer, Drain Or Sump - Direct Damage	\$100,000
Brands and Labels	Included in BPP Limit
Building Owner - Tenant Move Back Expenses	\$25,000
Business Income – Actual Loss Sustained ES&G - 24 Month Limitation CP 7663	Included
Business Income/Extra Expense Related Additional Coverages:	
Auto Physical Damage Business Income	\$25,000
Back Up Of Sewer, Drain Or Sump - Business Income	\$100,000
Building Owner - Lessor's Leasehold Interest	\$25,000
Contractual Penalty	\$25,000
Denial of Service	\$25,000
Dependent Properties	\$100,000
Emergency Vacating Expense	\$25,000
Extended Period of Indemnity	180 Days
Food Contamination Shutdown	\$25,000



Governmental Property Extension Coverage Summary



Coverage	Limit [2]
Increased Realty Tax Assessment	\$25,000
Ingress or Egress	\$50,000
Newly Acquired Locations - Business Income	\$250,000
Pollutant Clean-up and Removal - Business Income	\$25,000
Project R & D Documentation and Prototypes Business Income	Included in BI Limit
Transit Business Income	\$25,000
Unnamed Premises - Business Income	\$10,000
Utility Services - Time Element - Governmental	\$25,000
Utility Services - Time Element - Emergency Services [3]	Actual Loss Sustained
Business Personal Property Seasonal Increase	10%
Canine Coverage ▲	\$10,000 Per Canine \$25,000 Any One Policy Year
Change of Temperature and Humidity	Included
Claim Expenses	\$50,000
Confiscated Property ▲	\$100,000 Any One Policy Year
Consequential Loss to Stock	Included in Valuation
Debris Removal - Additional Limit - Governmental	\$50,000
Debris Removal - Additional Limit - Emergency Services [3]	Actual Loss Sustained
Deductible (waiver of multiple property deductibles and disappearing deductible) ▲	Included
Deferred Payments	\$25,000
Fire Department Service Charge - Governmental	\$25,000
Fire Department Service Charge - Emergency Services [3]	Actual Service Charge Incurred
Fire Extinguishing Equipment	Actual Loss Sustained
Fungus, Wet Rot, Dry Rot, Bacteria and Virus - Limited Coverage	\$30,000
Grave Markers and Headstones ▲	\$25,000 Per Occurrence \$50,000 Any One Policy Year
Inland Marine Related Coverages:	
Accounts Receivable - Governmental	\$250,000
Accounts Receivable - Emergency Services [3]	Actual Loss Sustained
Commandeered Property ▲	Actual Loss Sustained
Communication Equipment – Governmental ▲	\$100,000



Governmental Property Extension Coverage Summary



Coverage	Limit [2]
Communication Equipment - Emergency Services (1) ▲	Actual Loss Sustained
Electronic Information Systems (aka Computer Equipment and Electronic Data) - Governmental	\$100,000
Electronic Information Systems (aka Computer Equipment and Electronic Data) - Emergency Services [3]	Actual Loss Sustained
Fine Arts - Governmental	\$25,000
Fine Arts - Emergency Services [3]	Actual Loss Sustained
Installation Property	\$25,000
Mobile Equipment	\$25,000
Personal Effects - Within the Coverage Territory - Governmental	\$5,000 Per Person \$25,000 Per Occurrence
Personal Effects - Within the Coverage Territory - Emergency Services [3]	Actual Loss Sustained
Personal Effects - Outside the Coverage Territory	\$5,000 Per Person \$25,000 Per Occurrence
Property in Transit - Within the Coverage Territory	\$50,000
Property in Transit - Outside the Coverage Territory	\$10,000
Refrigerated Property - In Transit	\$25,000
Salesperson's Samples - Within the Coverage Territory	\$25,000
Salesperson's Samples - Outside the Coverage Territory	\$10,000
Tools and Equipment	\$10,000
Valuable Papers and Records - Governmental	\$250,000
Valuable Papers and Records - Emergency Services [3]	Actual Loss Sustained
Lock Replacement	\$10,000
Marring and Scratching	Included
Members' and Guests' Property	\$1,000 Per Person \$25,000 Per Occurrence
Newly Acquired or Constructed Property - Building Per Location	\$2,000,000
Newly Acquired or Constructed Property - Business Personal Property Per Location	\$1,000,000
Non-Owned Detached Trailers	\$10,000
Ordinance or Law Coverage:	
Coverage A - Undamaged Parts of a Building	Included in Bldg Limit
Coverage B - Demolition Cost - Governmental	\$500,000



Governmental Property Extension Coverage Summary



Coverage	Limit [2]
Coverage B - Demolition Cost - Emergency Services [3]	Actual Loss Sustained
Coverage C - Increased Cost of Construction - Governmental	\$500,000
Coverage C - Increased Cost of Construction - Emergency Services [3]	Actual Loss Sustained
Coverage D - Tenants' Improvements and Betterments - Governmental	\$25,000
Coverage D - Tenants' Improvements and Betterments - Emergency Services [3]	Actual Loss Sustained
Outdoor Property	\$500,000
Outdoor Trees, Shrubs and Plants (\$2,500 any one item)	\$25,000 Per Occurrence \$100,000 Any One Policy Year
Personal Property At Unnamed Premises - Within The Coverage Territory	\$100,000
Personal Property At Unnamed Premises - Outside The Coverage Territory	\$10,000
Personal Property of Others	Included in BPP Limit
Pollutant Clean-up and Removal - Governmental	\$25,000
Pollutant Clean-up and Removal - Emergency Services [3]	Actual Expenses Incurred
Premises Boundary Increased Distance	1,500 Feet
Preservation of Property	60 Days
Protective Safeguards Upgrade ▲	\$25,000
Replacement Cost Valuation for Personal Property of Others	Included
Roof Protection ▲	\$500 Any One Roof \$1,000 Any One Policy Year
Selling Price Valuation	Included
Specified Appurtenant Structures ▲	\$100,000 - Public Use \$1,000 - Contents
Spoilage (formerly Refrigerated Property)	\$25,000
Tenant Building and Business Personal Property Coverage Required By Lease	\$25,000
Tenant's Building Glass Liability	Included in BPP Limit
Tenant Lease Assessment	\$5,000
Tenant Leasehold Improvements	\$25,000
Theft Damage to Building	Included in BPP Limit
Theft Limitation Amendments:	
Furs	\$5,000
Patterns, Dies, Molds and Forms	Included in BPP Limit



Governmental Property Extension Coverage Summary



Response is everything.

Coverage	Limit [2]
Precious Metals	\$10,000
Underground Fiber Optic Cable ▲	\$10,000 Per Occurrence \$50,000 Any One Policy Year
Utility Service - Direct Damage - Governmental	\$50,000
Utility Service - Direct Damage - Emergency Services [3]	Actual Loss Sustained
Voluntary Parting by Trick, Scheme or Device	Included
Governmental Crime ElitePac® Endorsement CR 7924 [1]	
Inside the Premises – Theft of Money and Securities	\$25,000
Inside the Premises – Robbery or Safe Burglary of Other Property	\$25,000
Outside the Premises	\$25,000

[1] When the Governmental Property Extension Coverage is purchased, the Governmental Crime ElitePac® endorsement is available under the Crime coverage part. The Crime ElitePac® is not available if the Property Extension Coverage is not purchased.

[2] Bolded limits are market segment specific increased limits.

[3] This limit applies only to your emergency services operations that are not separately insured.

Inland Marine

Carrier: *Selective Insurance Company*

Coverage	Limit	Deductible
Portable/Unscheduled Equipment	Guaranteed Replacement Cost	\$1,000
Personal Effects	Actual Loss Sustained	\$0
Portable Equipment Recertification Expense	\$ 10,000	\$0
Portable Equipment Rental Reimbursement	\$ 10,000	\$0
Business Income, Rents & Extra Expense Relating to Flood & Earthquake	\$500,000	24 Hour Waiting Period

Flood and Earthquake Coverage – Blanket Coverage

Earthquake Coverage

Occurrence Limit - \$5,000,000 (applies to each "covered location")

Aggregate Limit - \$5,000,000 (applies to each "covered location") for any one policy period

Catastrophe Limit - \$10,000,000 (applies to all "covered locations") for any one policy period

EQ Deductible - \$25,000

Flood Coverage

Occurrence Limit - \$10,000,000 (applies to each "covered location")

Aggregate Limit - \$10,000,000 (applies to each "covered location") for any one policy period

Catastrophe Limit - \$10,000,000 (applies to all "covered locations") for any one policy period

Flood Deductible - \$25,000

Coverage Extensions

Additional Debris Removal Expenses - 25% of loss paid plus \$10,000

Emergency Removal - 30 Days

Limited Fungus Coverage - \$15,000

Supplemental Coverages

Foundations of Buildings, Pilings and Underground Pipes	\$100,000
Newly Acquired Buildings (applies for 90 days)	\$100,000
Ordinance or Law - Undamaged Parts of Building	COVERED
Ordinance or Law - Increased Cost to Repair or Demolish	\$100,000
Personal Property Acquired Locations	\$100,000
Pollutant Clean Up and Removal	\$25,000
Property in Transit	\$50,000

Coverage Options

Masonry Veneer - Covered for Loss caused by Earthquake

Valuation - Replacement Cost

Inland Marine Schedule

Item No.	Description	Serial/ID #	Value
1	2015 Wheel Loader #332	1LU244KXAZB039643	\$ 85,154
2	2013 Wheel Loader #334		\$ 78,000
3	2017 Deere 544K Wheel Loader		\$154,894
4	2006 TROMMEL SCREEN	1W9SS261X5F351375	\$ 93,900
5	6 in JAEGER PUMP (FORD)	25632F18TH	\$ 10,000
6	4 inch Jaeger Pump	88050010	\$ 3,414
7	6 in CH&E DSL TRSH PMP PERKIN	2045215	\$ 15,900
8	6 in CHE Diesel Trash Pump C/P	AR70498	\$ 15,900
9	2012 Stanley Hydraulic Pump	80712076	\$ 5,234
10	2006 Stanley Hydraulic Power	5307	\$ 7,843
11	2006 Easement Machine	315012062235	\$ 23,203
12	2006 PORTABLE AIR COMPRESSOR	1521	\$ 10,621
13	2013 Club Car Carryall # 3		\$ 9,200
14	2016 Club Car Carryall 300		\$ 11,022
15	2014 Club Car Carry-all #2		\$ 9,598
16	2009 BOB CAT S 300 #333	RL488358	\$ 32,463
17	2004 AUGER-DAWG G-30 4D087	4D088	\$ 11,950
18	2004 AUGER-DAWG G-30 4D088	4D087	\$ 11,950
19	2009 AUGER-DAWG G30A 91093	91093	\$ 14,100
20	2014 AUGER-DAWG G-30 4D091	4D091	\$ 17,495
21	2016 Televising System		\$ 147,081
22	2016 Toyota Forklift		\$ 23,553



Commercial Crime

Named Insured: Downers Grove Sanitary District

Carrier: Travelers Insurance Company Loss

Discovered Coverage Form

Insuring Agreement	Limit	Deductible
Employee Dishonesty	\$1,000,000	\$10,000
Forgery or Alteration	\$1,000,000	\$10,000
Theft (Inside)	\$1,000,000	\$10,000
Theft (Outside)	\$1,000,000	\$10,000
Money Orders and Counterfeit Currency	\$1,000,000	\$10,000
Computer Fraud	\$1,000,000	\$10,000
Computer Program and Electronic Data Restoration Expense	\$ 250,000	\$ 2,500
Funds Transfer Fraud	\$1,000,000	\$10,000
Personal Accounts Forgery or Alteration	\$1,000,000	\$ 5,000
Identity Fraud Expense Reimbursement	\$ 25,000	\$ 0
Claim Expense	\$ 5,000	\$ 0
Social Engineering Fraud	\$ 100,000	\$10,000
Includes Directors, Trustees, and Board Members		
Includes Faithful Performance of Duty		

Cyber Liability

Named Insured: Downers Grove Sanitary District

Carrier: Travelers Insurance Company Loss

Discovered Coverage Form

Insuring Agreement	Limit	Deductible
Network & Information Security Liability	\$2,000,000	\$5,000
Communications and Media Liability	\$2,000,000	\$5,000
Regulatory Defense Expenses Liability	\$2,000,000	\$5,000
Crisis Management Event Expenses	\$2,000,000	\$5,000
Security Breach Remediation & Notification Expenses	\$2,000,000	\$5,000
E-Commerce Extortion	\$2,000,000	\$5,000
Business Interruption & Additional Expenses	\$2,000,000	
CyberRisk Policy Aggregate	\$2,000,000	N/A

General Liability

Carrier: *Selective Insurance Company*

Coverage	Limit
General Liability	\$1,000,000 Occ / \$2,000,000 Aggregate
Products/Completed Operations	\$1,000,000 Occ / \$2,000,000 Aggregate
Personal/Advertising Injury Limit	\$1,000,000 Occ / Included in GL Agg
Fire Damage Limit – Any One Fire	\$1,000,000/ Included in GL Agg
Sewer Back Up Liability	\$50,000 Occ / \$500,000 Agg
Medical Expense Limit – Any One Person	\$5,000
Deductible	\$0

Employee Benefits	Limit
Aggregate Limit	\$10,000,000
Per Occurrence Limit	\$1,000,000
Deductible	\$1,000
Claims Made Coverage	

Data Compromise	Limit
Per Occurrence and Aggregate Limit	\$50,000

Special Events & Fundraisers

Rated Upon Request

Temporary Liquor Liability

Included

Additional Coverages

See Next Page

Forms and Endorsements: ElitePac General Liability Extension Endorsement
Designated Location General Aggregate Limit Endorsement



Emergency Services and Governmental General Liability Extension Coverage Summary



Selective's Emergency Services market segment targets organizations such as: volunteer fire departments, fire districts, rescue squads and volunteer ambulance squads. We offer Property, General Liability, Automobile and Emergency Services Management Liability coverages that are tailored for the emergency services organization. Selective also offers emergency services organizations a participating dividend program*.

Selective's Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer General Liability, Automobile and Property, as well as Police Professional and Public Officials coverages, Selective also offers a participating dividend program* to governmental entities.

The following forms are included:

- CG 73 00 (or CG 73 00NY) ElitePac® General Liability Extension Endorsement
- CG 73 04 (or CG 73 04NY) Emergency Serviced and Governmental ElitePac® General Liability Extension Endorsement ▲ (symbol indicates unique coverages)
- CG 79 35 Product Recall Expense Coverage Endorsement - \$25,000 Limit

Coverage	Limit
Additional Insured – Primary and Non-Contributory Provision	Included
Blanket Additional Insureds – As Required By Contract	Included
Broad Form Vendors Coverage	Included
Commandeered Mobile Equipment ▲	Included
Commandeered Mobile Equipment – Owner As Additional Insured ▲	Included
Damage To Premises Rented To You (Including Fire, Lightning or Explosion)	\$1,000,000 ▲ (Limit to be shown on Dec Page)
Electronic Data Liability	\$100,000
Emergency Services Errors and Omissions ▲	Included
Employee Definition Amended	Included
Employees As Insureds Amendment ▲	Included
Employees As Insureds Modified	Included
Employer's Liability Exclusion Amended (N/A in NY)	Included
Expected or Intended Injury – Emergency Services or Law Enforcement Activities ▲	Included
Fellow Employee Provision ▲	Included
Functional Additional Insureds ▲	Included
Golf and Tennis Pros As Additional Insureds ▲	Included
Incidental Broadcasting and Publishing ▲	Included
Incidental Garage Operations ▲	Included



Emergency Services and Governmental General Liability Extension Coverage Summary



Coverage	Limit
Incidental Malpractice Exclusion modified	Included
Incidental Medical Malpractice ▲	Included
Injunctive Relief Defense Expense (N/A in NY) ▲	\$50,000
Injury to Firemen, Ambulance or Rescue Squad Workers Exclusion ▲	N/A
Knowledge of Occurrence, Claim, Suit or Loss	Included
Law Enforcement Activities Exclusion ▲	N/A
Liberalization Clause	Included
Limited Property Damage – Golf Ball Damage ▲	\$2,500
Medical Liability ▲	Included
Medical Payments Amendments	
Any Insured Amendment	Included
Products Amendment	Included
Mental Anguish Amendment (N/A in NY)	Included
Newly Formed or Acquired Organizations	Included
Non-Accumulation of Limits (N/A in NY or WI)	Included
Non-Owned Aircraft	Included
Non-Owned Watercraft (under 60 feet)	Included
Not-For-Profit Organization Members as Additional Insureds	Included
Personal and Advertising Injury	
Civil Rights Exclusion ▲	N/A
Discrimination Amendment (N/A in NY)	Included
Law Enforcement Activities Exclusion ▲	N/A
Pollution Exclusion Exceptions ▲	
Emergency and Training Operations ▲	Included
Exception for Potable Water ▲	Included
Exception for Water or Wastewater Treatment ▲	Included
Property of Others In Your Care (\$250 Deductible applies) ▲	Included
Supplementary Payments Amended	Included
Bail Bonds	\$5,000
Loss of Earnings	\$1,000



Emergency Services and Governmental General Liability Extension Coverage Summary



SELECTIVE®

Response is everything.

Coverage	Limit
Temporary Liquor Liability ▲	Included
Unintentional Failure To Disclose Hazards	Included
Waiver of Transfer of Rights of Recovery (subrogation)	Included
Waiver of Transfer of Rights of Recovery – Golfing Facility ▲	Included

Commercial Automobile

Carrier: *Selective Insurance Company*

Coverage	Limit	Per
Bodily Injury & Property Damage	\$1,000,000	CSL Each Accident
Medical Payments	\$ 5,000	Each Person
Uninsured Motorist	\$1,000,000	Each Accident
Underinsured Motorist	\$1,000,000	Each Accident
Physical Damage		
Comprehensive Deductible	\$1,000	
Collision Deductible	\$1,000	
Coverage	Applicable To	
Liability	Any Auto	
Medical Payments	All Owned Autos	
Uninsured Motorist	All Owned Autos; Owned Hired and Non-Owned	
Underinsured Motorist	All Owned Autos; Owned Hired and Non-Owned	
Comprehensive	All Owned Autos	
Collision	All Owned Autos	

Additional Coverages

Additional Transportation Expenses – for owned autos
Auto Loan/Lease Gap Coverage
Blanket Additional Insureds
Commandeered Auto Coverage
Deductible Reimbursement - Volunteer Workers or Employees
Electronic Data Liability - \$100,000
Fellow Employee Coverage
Freezing Coverage – Permanently Attached Equipment Hired
Auto Physical Damage Coverage
Limited Physical Damage – Volunteers' Autos
Newly Acquired Owned Autos - coverage equal to broadest coverage available to any covered auto on DEC
Non-Owned Auto Physical Damage Coverage -for temporary substitute autos
Pollution - Coverage for Emergency and Training Operations
Primary Non-Owned Auto Liability
Rental Reimbursement for Volunteer Workers' and Employees' Personally Owned Vehicles
Sound Receiving Equipment Coverage – covers installed equipment in owned police, fire or emergency vehicles
Temporary Liquor Liability
Towing and Labor
Unintentional Failure to Disclose Hazards
Waiver of Subrogation



Emergency Services and Governmental Auto Extension Coverage Summary



Selective's Emergency Services market segment targets organizations such as: volunteer fire departments, fire districts, rescue squads and volunteer ambulance squads. We offer Property, General Liability, Automobile and Emergency Services Management Liability coverages that are tailored for the emergency services organization. Selective also offers emergency services organizations a participating dividend plan*.

Selective's Governmental market segment targets towns, cities, villages, boroughs, townships, water and sewer authorities and public libraries. We offer General Liability, Automobile and Property, as well as Police Professional and Public Officials coverages. Selective also offers a participating dividend plan* to governmental entities.

The following forms are included:

- CA 7809 ElitePac® Commercial Automobile Extension
- CA 7810 ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities ▲ (symbol indicates unique coverages)
- CA 7819 Schedule ElitePac® Commercial Auto Extension Emergency Services Organizations and Governmental Entities

Coverage	Limit
Amendments To Section II - Liability Coverage	
Newly Acquired Or Formed Organizations – qualify as named insured if majority owned with no similar insurance available	Included
Limited Liability Companies – members and managers are insureds while using an auto not owned or hired by named insured	Included
Employees As Insureds - while using auto not owned or by named insured in named insured's business	Included
Blanket Additional Insureds	Included
Commandeered Auto - Owner As An Insured ▲	Included
Expenses For Bail Bonds And Loss Of Earnings	
Bail Bonds	\$3,000 Per "Accident"
Loss Of Earnings	\$1,000 Per Day
Expected or Intended Injury Amendment - exclusion doesn't apply in certain circumstances ▲	Included
Employee Indemnification and Employer's Liability Amendment – exclusion doesn't apply to volunteer workers not entitled to Workers Compensation coverage	Included
Fellow Employee Coverage – the exclusion is deleted	Included
Care, Custody or Control Amendment - exclusion doesn't apply to property owned by anyone other than an insured	\$1,000 Per "Accident"; \$500 Deductible Per "Accident"
Commandeered Autos - Care, Custody or Control Amendment – exclusion doesn't apply during an emergency operation ▲	Included
Pollution Exclusion Amendment - Emergency And Training Operations – exclusion doesn't apply to emergency or training operations ▲ (N/A in New York)	Included



Emergency Services and Governmental Auto Extension Coverage Summary



Primary Non-Owned Coverage for Volunteer Workers and Employees - Emergency Services Organizations – qualify as insureds while using an auto not owned or hired by named insured while in route to, during, or returning directly from emergency scene; this insurance is primary ▲	Included
Non-Ownership Extension - Public Entities – elected or appointed officials and board members are insureds during course of their duties while using an auto not owned or hired by named insured ▲	Included
Amendments To Section III - Physical Damage Coverage	
Towing And Labor Coverage - covers all reasonable towing and labor costs - maximum limit of \$2,500 if tow exceeds 200 miles ▲	Included
Glass Breakage Deductible – exclusion is deleted	Included
Additional Transportation Expenses – for owned autos, subject to certain conditions ▲	\$10,000 Per "Loss"
Newly Acquired Owned Autos - coverage equal to broadest coverage available to any covered auto on DEC, subject to certain conditions ▲	Lesser of \$1,000,000, ACV or cost to repair
Deductible Reimbursement - Volunteer Workers or Employees - Non-Emergency Services Organizations ▲	Lesser of \$1,000 or their deductible
Hired Auto Physical Damage Coverage - coverage equal to broadest coverage available to any covered auto on DEC, with certain conditions; will use OEM parts under certain conditions ▲	Lesser of \$250,000 or ACV or cost to repair
Hired Auto Physical Damage – Loss of Use Expenses ▲	\$50 Per Day up to a maximum of \$1,500
Non-Owned Auto Physical Damage Coverage – for temporary substitute autos, with certain conditions ▲	Included
Auto Physical Damage - Volunteer Workers and Employees – Emergency Services Organizations – includes coverage for special equipment, painting and lettering on their autos if related to emergency operations, subject to certain conditions ▲	\$10,000 Per "Loss"
Auto Loan/Lease Gap Coverage (N/A in New York)	Unpaid amount due on lease or loan, with exceptions
Personal Effects Coverage - for covered personal items in a covered auto at time of theft, no deductible applies	\$500 Per "Accident"
Freezing of Permanently Attached Equipment And Airbag Coverage ▲	Included
Sound Receiving Equipment Coverage – covers installed equipment in owned police, fire or emergency vehicles ▲	Included
Expanded Audio, Visual and Data Electronic Equipment Coverage – coverage applies for telematic devices, GPS and other described electronic equipment	Included, subject to \$50 deductible
Physical Damage Limit Of Insurance – removes restriction for betterment and sublimit of \$1,000 for electronic equipment; also includes coverage for special equipment, painting or lettering on owned autos if related to emergency operations, includes coverage for enhancements if required by new standards ▲	Included



Emergency Services and Governmental Auto Extension Coverage Summary



Deductible Amendments – deductibles otherwise applicable shall not apply to fire, lightning or glass breakage; for other losses, maximum \$50 Comp / \$100 Collision deductibles apply ▲	Included
Rental Reimbursement For Volunteer Workers' And Employees' Personally Owned Vehicles ▲	\$30 Per Day up to a maximum of \$900
Amendments To Section IV - Business Auto Conditions	
Duties In The Event Of Accident, Claim, Suit Or Loss – this condition doesn't apply unless certain persons have knowledge of the accident, claim, suit or loss	Included
Waiver of Subrogation – blanket waiver when liability has been assumed under an insured contract	Included
Multiple Deductibles – if two or more covered autos involved in loss, only highest deductible applies	Included
Concealment, Misrepresentation Or Fraud – coverage not denied if named insured unintentionally fails to disclose existing hazard	Included
Policy Period, Coverage Territory – covers any type of covered auto hired for 30 days or less anywhere in the world	Included
Two Or More Coverage Forms Or Policies Issued By Us – Deductibles – only the highest applicable deductible will apply	Included
Amendments To Section V - Definitions	
Bodily Injury Including Mental Anguish (N/A in New York)	Included

Auto Schedule

No.	Year	Make	Model	VIN
1	2014	Ford	F-150	1FTMF1CFXEFC01415
2	2009	Ford	F-350	1FDWF37Y49EB08574
3	2012	Ford	F-350	1FT8X3A65CEC50277
4	2003	Ford	E-450	1FDXE45S83HA67979
5	2015	Ford	F-150	1FTMF1C80FFB71022
6	2015	Ford	Cargo Van	NMOLS7E77F1177070
7	2014	Freightliner	PD3611	1FVHG3CY1EHFX0140
8	2012	Honda	Civic	19XFB5F53CE001031
9	2015	Ford	Focus	1FADP3F24FL342913
10	2013	GMC	Cargo Van	1GCWGFFB9D1125077
11	2014	Honda	Civic	19XFB5F55EE000434
12	2009	Sterling	LT7500	2FZHATBS99AAG4766
13	2015	Ford	Transit	1FTNE1YM4FKB31952
14	2011	Ford	Ranger	1FTKR1ED2BPA62137
15	2016	Ford	Focus	1FADP3E26GL373227
16	2018	Ford	F-150	1FTMF1CB4JFA08779
17	2011	Ford	F-250	1FTBF2B64BEC78331
18	2008	Ford	Ranger	1FTYR14U68PA13219
19	2014	Ford	F-250	1FT7X2B65EEA67811
20	2013	Ford	F-150	1FTMF1CM6DKG34377
21	2013	Ford	Transit	NM0LS7CN2DT176850
22	2017	Ford	F-250	1FT7X2B69HEE27716
23	2011	Freightliner	M2	1FVACYDT0CDBF2844
24	2015	Freightliner	TK/M22106	1FVACXDT7FHGL6571
25	2018	Ford	F-150	1FTMF1CB6JKE95457

Umbrella

Carrier: **Selective Insurance Company**

Limit	
\$5,000,000	Each Occurrence
\$5,000,000	Annual Aggregate
SIR/Deductible	\$0

Underlying Coverage	
Type	Limit
Automobile Liability	\$1,000,000
Employers Liability	
Each Accident	
Each Employee	\$1,000,000
Policy Limit	\$1,000,000
General Liability	
Aggregate	\$2,000,000
Occurrence	\$1,000,000
Employee Benefits Liability	
Aggregate	\$2,000,000
Per Claim	\$1,000,000
Public Officials Liability	
Aggregate	\$2,000,000
Per Claim	\$1,000,000

Worker's Compensation

Carrier: *Selective Insurance Company*

Workers' Compensation Benefits (A): States IL

Employers Liability (B):

Bodily Injury by Accident	\$1,000,000	Each Accident
Bodily Injury by Disease	\$1,000,000	Policy Limit
Bodily Injury by Disease	\$1,000,000	Each Employee

Endorsements: Voluntary Compensation

State	Class Code	Description	Estimated Annual Remuneration
IL	7580	Sewer Disposal	\$2,400,000
IL	8810	Clerical	\$1,436

Rates are based on the payrolls that were provided to Selective. Premium is subject to audit at the end of the policy term. A change in the final payrolls may incur additional premium or a reduction in premium.



Storage Tank Liability

Carrier: Crum & Forster

Policy Term: 4/7/2019 to 4/7/2020

Insuring Agreement	Limit
Policy Aggregate	\$1,000,000
Each Confirmed Release Limit	\$1,000,000
Defense Expense Aggregate Limit	\$ 250,000

Deductible/SIR: \$25,000 Per Incident

SUMMARY OF DOWNERS GROVE SANITARY DISTRICT INSURANCE COVERAGES

2019-20

<u>Coverage and Limits</u>	<u>Period and Premium</u>	<u>Carrier</u>
Property \$44,945,636	4/14/19-4/14/20 \$40,873	Selective Insurance Group, Inc. Inland Marine (Equip. Breakdown)
General Liability* \$1,000,000/\$2,000,000	4/14/19-4/14/20 \$10,794	Selective Insurance Group, Inc.
Automobile \$1,000,000	4/14/19-4/14/20 \$16,766	Selective Insurance Group, Inc.
Public Officials Liability** \$1,000,000/\$2,000,000	4/14/19-4/14/20 \$7,660	Selective Insurance Group, Inc.
Workers Compensation Statutory Plus \$1,000,000 Employers Liability	4/14/19-4/14/20 \$87,167	Selective Insurance Group, Inc.
Umbrella Liability \$5,000,000	4/14/19-4/14/20 \$10,471	Selective Insurance Group, Inc.
Note: Excess of G/L, Employee Benefits, Public Officials and Auto.		
Fidelity and Crime \$1,000,000	4/14/19-4/14/20 \$50	Selective Insurance Group, Inc.
Storage Tank (Diesel) Insurance \$1,000,000	4/7/19-4/7/20 \$3,500	Crum & Forster Specialty Insurance
Cyber-Liability Insurance \$2,000,000	4/14/19-4/14/20 \$4,785	Travelers Insurance Co.

*Includes Employee Benefits Liability and Terrorism

**Includes Employment Practices Liability

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Board of Trustees

FROM: Ted Cherwak
Sewer Construction Supervisor

DATE: March 6, 2019

RE: Annexation Ordinance No. AO 2019-01 – 6400 Carpenter, Downers Grove

This annexation involves one lot with an existing single family home located at 6400 Carpenter. Service will be provided by connection to the existing sewer located on Adelia Avenue as indicated on the attached location map. This project did not require BOLI action. This annexation does not need any right-of-way annexations to make the property contiguous. All tap fees and trunk sewer service charges have been paid as required by ordinance.

Staff is requesting that the Board accept the Petition for Annexation, adopting Annexation Ordinance No. AO 2019-01 as presented and authorizing the President and Clerk to sign the same.

Attachments

CC: KJR, RTJ, MJS, NJM, WCC & MGP

ANNEXATION ORDINANCE NO. A0 2019-01

BE IT ORDAINED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT, a body politic and corporate of DuPage County, Illinois:

WHEREAS, the provisions of Section 2405/23.4 of the Illinois Compiled Statutes, as made and provided, authorize the Trustees of any Sanitary District to annex any property which is not within the corporate limits of any sanitary district but is contiguous to a sanitary district, and which territory has been petitioned for annexation by the owners of record and the electors residing thereon, if any.

WHEREAS, the property hereinafter described is not within the corporate limits of any other Sanitary District, and is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT; and has been petitioned for annexation by the owners of record.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT that the following described property be and the same is annexed to the DOWNERS GROVE SANITARY DISTRICT, to-wit:

LOT 29 IN BLOCK 1 IN DOWNERS GROVE ESTATES, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1926 AS DOCUMENT NO. 217375, IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 09-20-107-014

BE IT FURTHER RESOLVED that the Clerk of the DOWNERS GROVE SANITARY DISTRICT be and he is hereby authorized to file a copy of this Ordinance, together with an accurate map of the annexed territory, certified as correct by the Clerk of this District with the County Clerk of DuPage County, Illinois.

PASSED and APPROVED by the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT at their regular meeting held on the 19th day of March 2019.

President

ATTEST: _____
Clerk

PETITION FOR ANNEXATION
of certain property to
DOWNERS GROVE SANITARY DISTRICT

Your Petitioners, THEODORE T. BRAKE and JOYCE A. BRAKE, his wife, respectfully submit unto the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT their Petition for Annexation of property owned by them to the DOWNERS GROVE SANITARY DISTRICT, and state the following:

1. That they are the owners of the following described property located in DuPage County, Illinois, to-wit:

LOT 29 IN BLOCK 1 IN DOWNERS GROVE ESTATES, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1926 AS DOCUMENT NO. 217375, IN DUPAGE COUNTY, ILLINOIS.

P.I.N.: 09-20-107-014

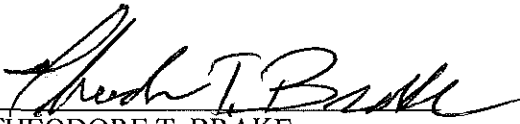
2. That the property is improved.

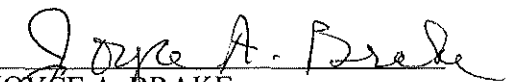
3. That the above described property is contiguous to the corporate limits of the DOWNERS GROVE SANITARY DISTRICT and is in no way disqualified by the Statutes of the State of Illinois from being annexed to said District.

4. That your Petitioners are ready and willing to assume their proportionate share of the existing indebtedness, both bonded and otherwise, of the DOWNERS GROVE SANITARY DISTRICT.

5. That there is attached to this Petition and incorporated herein by reference, a Plat of Survey which sets forth the exact and particular location of the above described premises.

WHEREFORE, the Petitioners pray that the President and Board of Trustees of the DOWNERS GROVE SANITARY DISTRICT will see fit to annex to said District, the property herein above described by Ordinance, signed by it, and that said Board will have the Clerk of the District file with the County Clerk of DuPage County, Illinois, a Certified Copy of the Annexation Ordinance.

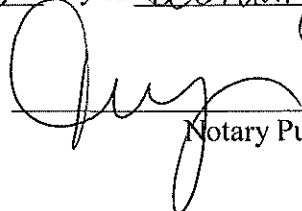

THEODORE T. BRAKE


JOYCE A. BRAKE

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

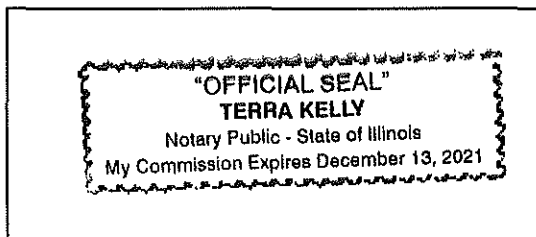
I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that THEODORE T. BRAKE, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and official seal this 8th day of February, 2019.



Notary Public

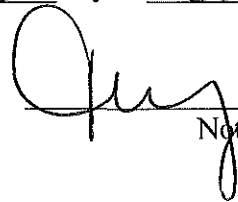
AFFIX NOTARY SEAL



STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

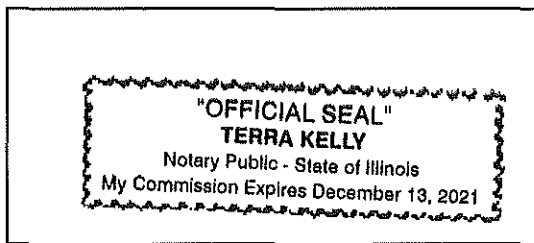
I, the undersigned, a Notary Public in and for the County and State aforesaid, DO HEREBY CERTIFY that JOYCE A. BRAKE, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that she signed and delivered the said instrument as her own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and official seal this 8th day of February, 2019.

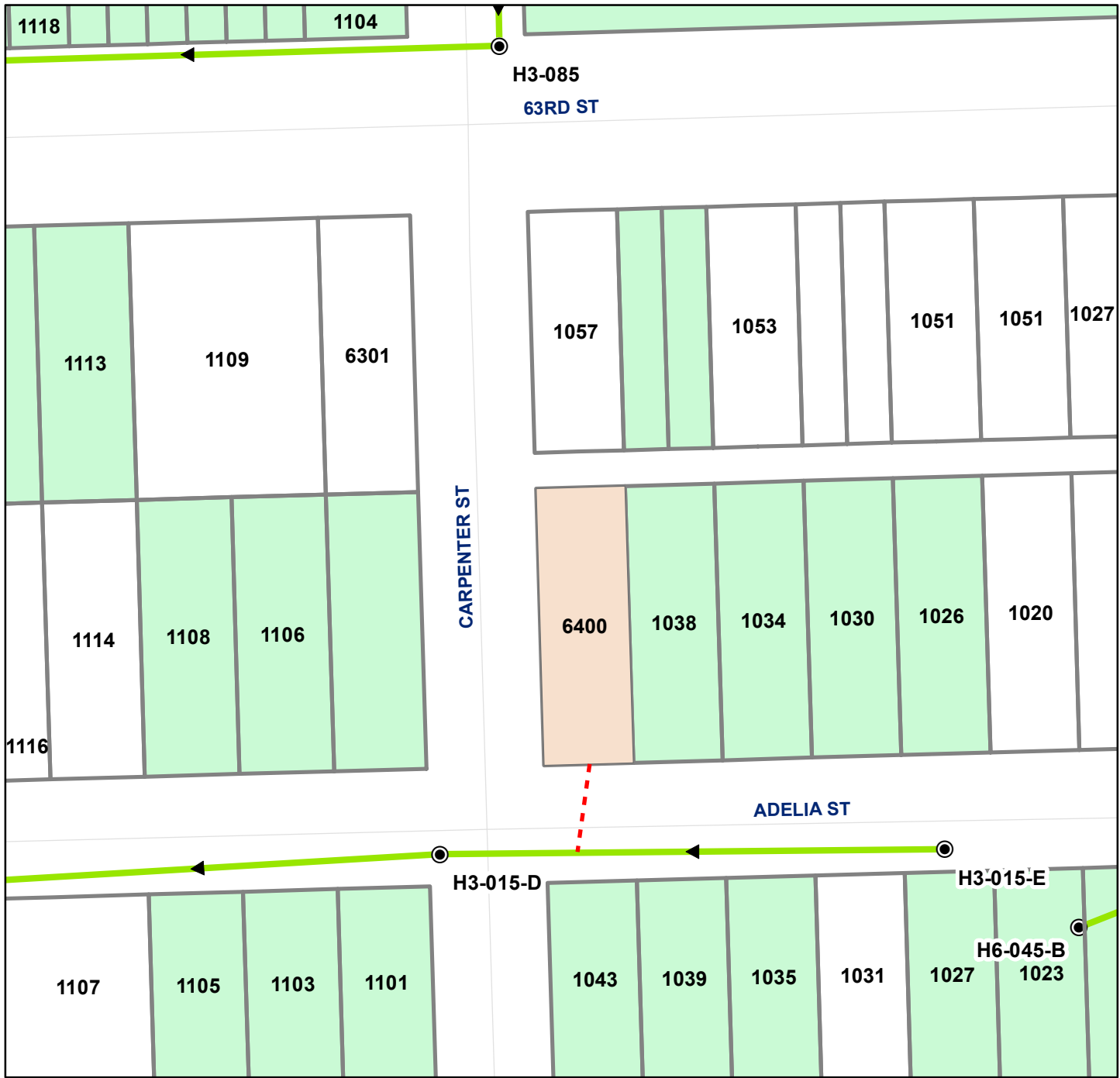


Notary Public





AFFIX NOTARY SEAL



Annexation of 6400 Carpenter AO 2019-01



Legend

-  AO 2019-01 - 6400 Carpenter
-  Sanitary Manholes
-  Sanitary Sewer
-  DGSD Boundary

Downers Grove
Sanitary District

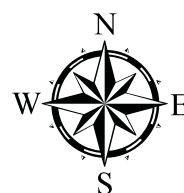


0 20 40 80 120 160 Feet

LOT 29 IN BLOCK 1 IN DOWNERS GROVE ESTATES, BEING A SUBDIVISION OF THE WEST HALF OF THE NORTHWEST QUARTER OF SECTION 20, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1926 AS DOCUMENT NO. 217375, IN DUPAGE COUNTY, ILLINOIS.
P.I.N.: 09-20-107-014



0 5 10 20 30 40 Feet



Memo

To: Board of Trustees
From: W. Clay Campbell, Administrative Supervisor
Date: March 15, 2019
Subject: Operations report: Financial Reporting and Auditing

District staff prepares numerous reports for the Board of Trustees summarizing financial activities and status at various timings throughout the year. Each year, a budget is prepared for review, public hearing and approval by the Board. Each month, a treasurer's report and an investment schedule are prepared for review. Each month, a claim ordinance is prepared for approval by the Board detailing each expense payment. The District's fiscal year runs from May 1 through April 30 of each year. At the end of the fiscal year, an Audited Financial Report is prepared and presented to the Board in the fall.

Staff Reports to the Board

The District's Five Year Plan encompasses the next fiscal year's budget along with projections for the subsequent four years detailing anticipated revenues and expenses and a presentation of historic and projected fund balances. All District revenues and expenses are represented in the budget and are arranged first by fund, then broken down further by department and then individual line items.

The monthly treasurer's report is structured similarly as the budget and tracks monthly progress of revenues and expenses against budgeted amounts for each line item detailed in the budget. Expenses paid under the previous month's claim ordinance are reflected in the treasurer's report, in addition to certain payroll expenses paid, and revenues collected during the month.

The investment schedule provides a month-end snapshot of the account balances of all bank and investment accounts. While some variability exists between the claim ordinance and the treasurer's report because of the difference in timing between check issuance in response to invoices and when the expenses are reflected, the investment schedule instead tracks fairly closely with the ending fund balance information that can be taken from the treasurer's report (see below).

Any difference is reconciled at the end of the fiscal year in conjunction with the Audit. At the end of the year, the final monthly treasurer's report is used to prepare the Audited Financial Report.

Independent Financial Audit

As required by statute, the District has an independent Financial Audit conducted on an annual basis. The final work product of that effort is the Audited Financial Report, representing the District's financial statement and activity for the fiscal year. The Audit and preparation of the Financial Report are conducted after the conclusion of the fiscal year. The resulting report presents summary information for the District's finances for the fiscal year matching the year-end treasurer's report and budget, along with reconciliation of differences between information contained in the treasurer's report and investment schedule to accurately reflect year-end fund balances. This report is supported by the assurance of an independent audit conducted in accordance with generally accepted accounting practices (known as "GAAP") and standards issued by the Government Accounting Standards Board.

The Financial Report is the responsibility of district staff. The independent auditor is retained to conduct an audit in order to render an opinion whether the Financial Report is a fair presentation in all material respects and is in conformance with U.S. GAAP. The auditor works according to standards published by the United States Government Accountability Office, known as the Generally Accepted Government Auditing Standards ("GAGAS") – most recently revised in 2018 and effective for the District's audit for the fiscal year ending in 2021. Chapter 1 of the standards is attached and introduces some of the key terminology and rationales for following specific standards when auditing units of government. These standards represent the basic framework for financial audits, with significant underlying reference material as well as knowledge and experience specific to the accounting profession.

The report is delivered under the cover of the auditor and a copy of the District's most recent audit can be found here: <http://www.dgsd.org/wp-content/uploads/AuditFY1718.pdf>. In following the order presented in the report's Table of Contents, the auditor prepares the first 2 pages of the report, issuing an opinion on the financial statements, while providing a separate report on internal control, compliance and other matters that are included before the report (SAS 114 Letter and Management Letter). The auditor provides assistance with the *form* of the remainder of the report, but the *content* is the responsibility of district staff. The Management's Discussion and Analysis (labeled as MD&A pages 1-9) summarizes certain portions of the Basic Financial Statements and includes general discussion to provide some perspective for the reader. The auditor is principally rendering an opinion regarding the Basic Financial Statements (labeled as pages 3-12) and providing reasonable assurance (the standard of care delineated in the GAGAS) that these are free of misstatement. These pages are often titled "Statement of Net Position" (how the District's activity over the fiscal year impacted assets related to liabilities), "Statement of Activities", "Balance Sheet" and "Statement of Revenues, Expenditures and Change in Fund Balances" (which are all different ways of conveying how the District's revenues or expenses/expenditures can be categorized and identified by fund). The Notes to the Financial Statements (labeled as pages 13-35) provide supplemental analysis and discussion surrounding the Basic Financial Statements, but are not the focus of the auditor's activities. As well, the Required Supplementary Information (starting on page 36 of the report), Other Supplementary Information (pages 41-45 of the report) and a

Supplemental Schedule (page 46) sections all alternate ways to present the audited information contained in the Basic Financial Statements.

While the 2-page portion of the report prepared directly by the auditor seems cryptic, there is a substantial amount of work that is not directly documented in the report. By indicating that GAGAS were followed in their statement, the auditor is attesting that they have followed detailed procedures, including maintaining professional qualifications and independent integrity, preparation of an audit plan, and collecting and maintaining working papers sufficient for another auditor to reach the same opinion. The auditors review the general ledger; bank account statements, reconciliations and check registers; budget; payroll; tax levy ordinance and payments; receipts and invoices; corporate bylaws and minutes including resolutions and ordinances; accounts payable; and accounts receivable. The financial audit conducted under these procedures follows the U.S. government standard for general auditing of financial reporting of government agencies. The scope of work for Lauterbach & Amen, LLP is attached. A copy of the preliminary fieldwork and entrance conference materials (which identify all of the various District records they will need to review during the audit) are also attached.

Additional Reporting for the Board

The GAGAS also describes other types of financial engagements that an auditor can perform. Other engagements require more specific objectives defined by the user, such as the performance audit of a project, or implementing specific review procedures to create findings associated with a pre-defined type of transaction.

One potential engagement that has been discussed at previous Board meetings is a review of all purchases over a set period of time. An auditor could be retained to review each purchase, including field verification of each purchased item, with a resulting report of findings of these transactions.

Another potential engagement that has been discussed at previous Board meetings is a review of all bank account balances on an effective date. An auditor could be retained to review and verify all bank account balances on the final date of the fiscal year, with a resulting report of their findings of cash in the bank on that date.

Purchase transactions and bank account balances are only a part of the District's finances that when evaluated alone provide assurances limited to those areas, which alone are considered vulnerable when compared to the strength of an overall Financial Audit. These types of Audit engagements can be done concurrently with the Financial Audit, but auditing protocol calls for the findings to be reported independent of the Auditor's opinion of the Financial Report.

Each of these types of reviews are already conducted by the Auditor on a spot-check basis as part of the Financial Audit. The Auditor plans and conducts the Financial Audit with enough checking of systems and documentation, including purchases and bank account balances, to verify that the Financial Report is without material misstatement. The value of these reviews is that they are pieced together with reviews of all other aspects of the

District's finances, contributing to a much stronger overall opinion of the District's finances. This does not mean these additional engagements can't be conducted to satisfy additional questions or concerns of the Board, it simply means they wouldn't necessarily strengthen the Auditor's opinion of the Financial Report.

Staff can provide supplemental information in routine reporting to the Board, or create additional reporting for Board review. Bank account statements used to prepare the investment schedule can be included with that report. The treasurer's report includes month-end fund balance information on its cover sheet. Claims can be supplemented with receipts, invoices, and other support documentation for Board review.

The Board of Trustees needs to be comfortable with the assurance that the District's finances are sound. The audit provides the standard of care followed by the accounting profession as regulated by the U.S. Government in assuring that the annual statements are accurate. The monthly reports can be readily compared with the annual statements to verify their accuracy.

The audit does not, however, necessarily provide an opinion on financial policy issues. Capital and restricted fund balances are reported in a clear and easily understood manner in the 5-year plan. In August of 2016, the District's Board of Trustees adopted both a Fund Balance/Net Assets Policy as well as a Capital Asset Policy (both attached for reference). The annual budget process considers the amount of revenue and expenditures vs. fund balance to be reserved at each budget cycle. Since the audit verifies the accuracy of the expenditure and fund balance reporting and does not necessarily provide an opinion on the amounts of revenues, expenditures and fund balances the District chooses to set – the above adopted policies establish such guidance.

Financial policy management issues that are not necessarily the subject of the auditor's opinion might include:

- the basis for determining appropriate target fund balance levels
- ways to adjust revenues and expenses to achieve fund balance targets
- matching revenue sources to appropriate expenses and fund balance adjustments
- conditions warranting incurring debt, and appropriate levels and types of indebtedness
- user expectations for rate and fee adjustments
- assessing the adequacy of projected revenues against projected replacement expenses using fixed asset depreciation, age and condition assessment

cc: BOLI, NJM, MGP



July 2018

GOVERNMENT AUDITING STANDARDS

2018 Revision

The 2018 revision of *Government Auditing Standards* is effective for financial audits, attestation engagements, and reviews of financial statements for periods ending on or after June 30, 2020, and for performance audits beginning on or after July 1, 2019. Early implementation is not permitted. The 2018 revision of *Government Auditing Standards* supersedes the 2011 revision ([GAO-12-331G](#), December 2011), the 2005 *Government Auditing Standards: Guidance on GAGAS Requirements for Continuing Professional Education* ([GAO-05-568G](#), April 2005), and the 2014 *Government Auditing Standards: Guidance for Understanding the New Peer Review Ratings* ([D06602](#), January 2014). The 2018 revision should be used until further updates and revisions are made. An electronic version of this document can be accessed on GAO's Yellow Book web page at <http://www.gao.gov/yellowbook>.

Chapter 1: Foundation and Principles for the Use and Application of Government Auditing Standards

1.01 This chapter provides guidance for engagements conducted in accordance with generally accepted government auditing standards (GAGAS). This chapter also

- a. explains the types of auditors and audit organizations that may employ GAGAS to conduct their work,
- b. identifies the types of engagements that may be conducted in accordance with GAGAS, and
- c. explains terminology that is commonly used in GAGAS.

Introduction

1.02 The concept of accountability for use of public resources and government authority is key to our nation's governing processes. Management and officials entrusted with public resources are responsible for carrying out public functions and providing service to the public effectively, efficiently, economically, and ethically within the context of the statutory boundaries of the specific government program.

1.03 As reflected in applicable laws, regulations, agreements, and standards, management and officials of government programs are responsible for providing reliable, useful, and timely information for transparency and accountability of these programs and their operations. Legislators, oversight bodies, those charged with governance, and the public need to know whether (1) management and officials manage government resources and use their authority properly and in compliance with laws and regulations; (2) government programs are achieving their objectives and desired outcomes; and (3) government services are provided effectively, efficiently, economically, and ethically.

1.04 "Those charged with governance" refers to the individuals responsible for overseeing the strategic direction of the entity and obligations related to the accountability of the entity. This includes overseeing the financial reporting process, subject matter, or program under audit, including related internal controls. Those charged with governance may also be part of the entity's management. In some audited entities, multiple parties may be charged with governance, including oversight bodies, members or staff of legislative committees, boards of directors, audit committees, or parties contracting for the engagement.

1.05 Government auditing is essential in providing accountability to legislators, oversight bodies, those charged with governance, and the public. GAGAS engagements provide an independent, objective, nonpartisan assessment of the stewardship, performance, or cost of government policies, programs, or operations, depending upon the type and scope of the engagement.

1.06 The professional standards and guidance contained in this document provide a framework for conducting high-quality engagements with competence, integrity, objectivity, and independence. Auditors of government entities, entities that receive government awards, and other entities, as required by law or regulation or as they elect, may use these standards. Overall, GAGAS contains standards for engagements comprising individual requirements that are identified by terminology as discussed in paragraphs 2.02 through 2.10. GAGAS contains requirements and guidance dealing with ethics, independence, auditors' professional judgment and competence, quality control, peer review, conducting the engagement, and reporting.

1.07 Engagements conducted in accordance with GAGAS provide information used for oversight, accountability, transparency, and improvements of government programs and operations. GAGAS contains requirements and guidance to assist auditors in objectively obtaining and evaluating sufficient, appropriate evidence and reporting the results. When auditors conduct their work in this manner and comply with GAGAS in reporting the results, their work can lead to improved government management, better decision making and oversight, effective and efficient operations, and accountability and transparency for resources and results.

1.08 Laws, regulations, contracts, grant agreements, and policies frequently require that engagements be conducted in accordance with GAGAS. In addition, many auditors and audit organizations voluntarily choose to conduct their work in accordance with GAGAS. The requirements and guidance in GAGAS in totality apply to engagements pertaining to government entities, programs, activities, and functions, and to government assistance administered by contractors, nonprofit entities, and other nongovernmental entities when the use of GAGAS is required or voluntarily adopted.

1.09 The following are some of the laws, regulations, and other authoritative sources that require the use of GAGAS:

- a. The Inspector General Act of 1978, as amended (5 U.S.C. App.), requires that the federal inspectors general appointed under that act comply with GAGAS for audits of federal establishments, organizations, programs, activities, and functions. The act further states that the inspectors general shall take appropriate steps to assure that any work performed by nonfederal auditors complies with GAGAS.
- b. The Chief Financial Officers Act of 1990 (Public Law 101-576), as expanded by the Government Management Reform Act of 1994 (Public Law 103-356), requires that GAGAS be followed in audits of major executive branch departments' and agencies' financial statements. The Accountability of Tax Dollars Act of 2002 (Public Law 107-289) generally extends this requirement to most executive agencies not subject to the Chief Financial Officers Act.
- c. The Single Audit Act Amendments of 1996 (Public Law 104-156) requires that GAGAS be followed in audits of state and local governments and nonprofit entities that receive federal awards. Subpart F of OMB's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (2 C.F.R. part 200), which provides the government-wide guidelines and policies on conducting audits to comply with the Single Audit Act, reiterates the requirement to use GAGAS.

1.10 Other laws, regulations, or authoritative sources may require the use of GAGAS. For example, auditors at the state and local government levels may be required by state and local laws and regulations to follow GAGAS. Also, auditors may be required by the terms of an agreement or contract to follow GAGAS. Auditors may also be required to follow GAGAS by federal audit guidelines pertaining to program requirements. Being aware of such other laws, regulations, or authoritative sources may assist auditors in performing their work in accordance with the required standards.

1.11 Even if not required to do so, auditors may find it useful to follow GAGAS in conducting engagements pertaining to federal, state, and local government programs as well as engagements pertaining to state and local government awards that contractors, nonprofit entities, and other nongovernmental entities administer. Though not formally required to do so, many audit organizations, both in the United States and in other countries, voluntarily follow GAGAS.

Types of GAGAS Users

1.12 GAGAS provides standards that are used by a wide range of auditors and audit organizations that audit government entities, entities that receive government awards, and other entities. These auditors and audit organizations may also be subject to additional requirements unique to their environments. Examples of the various types of users who may be required or may elect to use GAGAS include the following:

- a.** Contract auditors: audit organizations that specialize in conducting engagements pertaining to government acquisitions and contract administration
- b.** Certified public accounting firms: public accounting organizations in the private sector that provide audit, attestation, or review services under contract to government entities or recipients of government funds
- c.** Federal inspectors general: government audit organizations within federal agencies that conduct engagements and investigations relating to the programs and operations of their agencies and issue reports both to agency management and to third parties external to the audited entity
- d.** Federal agency internal auditors: internal government audit organizations associated with federal agencies that conduct engagements and investigations relating to the programs and operations of their agencies
- e.** Municipal auditors: elected or appointed officials in government audit organizations in the United States at the city, county, and other local government levels
- f.** State auditors: elected or appointed officials in audit organizations in the governments of the 50 states, the District of Columbia, and the U.S. territories
- g.** Supreme audit institutions: national government audit organizations, in the United States or elsewhere, typically headed by a comptroller general or auditor general

Types of GAGAS Engagements

1.13 This section describes the types of engagements that audit organizations may conduct in accordance with GAGAS. This description is not intended to limit or require the types of engagements that may be conducted in accordance with GAGAS.

1.14 All GAGAS engagements begin with objectives, and those objectives determine the type of engagement to be conducted and the applicable standards to be followed. This document classifies financial audits, attestation engagements, reviews of financial statements, and performance audits, as defined by their objectives, as the types of engagements that are covered by GAGAS.

1.15 In some GAGAS engagements, the standards applicable to the specific objective will be apparent. For example, if the objective is to express an opinion on financial statements, the standards for financial audits apply. However, some engagements may have objectives that could be met using more than one approach. For example, if the objective is to determine the reliability of performance measures, auditors can perform this work in accordance with either the standards for attestation engagements or performance audits.

1.16 GAGAS requirements and guidance apply to the types of engagements that auditors may conduct in accordance with GAGAS as follows:

- a.** Financial audits: the requirements and guidance in chapters 1 through 6 apply.
- b.** Attestation-level examination, review, and agreed-upon procedures engagements and reviews of financial statements: the requirements and guidance in chapters 1 through 5 and 7 apply.
- c.** Performance audits: the requirements and guidance in chapters 1 through 5, 8, and 9 apply.

Financial Audits

1.17 Financial audits provide independent assessments of whether entities' reported financial information (e.g., financial condition, results, and use of resources) is presented fairly, in all material respects, in accordance with recognized criteria. Financial audits conducted in accordance with GAGAS include financial statement audits and other related financial audits.

- a. Financial statement audits: The primary purpose of a financial statement audit is to provide financial statement users with an opinion by an auditor on whether an entity's financial statements are presented fairly, in all material respects, in accordance with an applicable financial reporting framework. Reporting on financial statement audits conducted in accordance with GAGAS also includes reports on internal control over financial reporting and on compliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements.
- b. Other types of financial audits: Other types of financial audits conducted in accordance with GAGAS entail various scopes of work, including
 - (1) obtaining sufficient, appropriate evidence to form an opinion on a single financial statement or specified elements, accounts, or line items of a financial statement;¹
 - (2) issuing letters (commonly referred to as comfort letters) for underwriters and certain other requesting parties;²
 - (3) auditing applicable compliance and internal control requirements relating to one or more government programs;³ and
 - (4) conducting an audit of internal control over financial reporting that is integrated with an audit of financial statements (integrated audit).⁴

¹See AU-C section 805, *Special Considerations – Audits of Single Financial Statements and Specific Elements, Accounts, or Items of a Financial Statement* (AICPA, Professional Standards).

²See AU-C section 920, *Letters for Underwriters and Certain Other Requesting Parties* (AICPA, Professional Standards).

³See AU-C section 935, *Compliance Audits* (AICPA, Professional Standards).

⁴See AU-C section 940, *An Audit of Internal Control Over Financial Reporting That Is Integrated With an Audit of Financial Statements* (AICPA, Professional Standards).

Attestation Engagements and Reviews of Financial Statements

1.18 Attestation engagements can cover a broad range of financial or nonfinancial objectives about the subject matter or assertion depending on the users' needs. In an attestation engagement, the subject matter or an assertion by a party other than the auditors is measured or evaluated in accordance with suitable criteria. The work the auditors perform and the level of assurance associated with the report vary based on the type of attestation engagement. The three types of attestation engagements are as follows:

- a. **Examination:** An auditor obtains reasonable assurance by obtaining sufficient, appropriate evidence about the measurement or evaluation of subject matter against criteria in order to be able to draw reasonable conclusions on which to base the auditor's opinion about whether the subject matter is in accordance with (or based on) the criteria or the assertion is fairly stated, in all material respects. The auditor obtains the same level of assurance in an examination as in a financial statement audit.⁵
- b. **Review:** An auditor obtains limited assurance by obtaining sufficient, appropriate review evidence about the measurement or evaluation of subject matter against criteria in order to express a conclusion about whether any material modification should be made to the subject matter in order for it to be in accordance with (or based on) the criteria or to the assertion in order for it to be fairly stated. Review-level work does not include reporting on internal control or compliance with provisions of laws, regulations, contracts, and grant agreements. The auditor obtains the same level of assurance in a review engagement as in a review of financial statements.⁶
- c. **Agreed-upon procedures engagement:** An auditor performs specific procedures on subject matter or an assertion and reports the findings without providing an opinion or a conclusion on it. The specified parties to the engagement agree upon and are responsible for the sufficiency of the procedures for their

⁵See AT-C section 205, *Examination Engagements* (AICPA, *Professional Standards*).

⁶See AT-C section 210, *Review Engagements* (AICPA, *Professional Standards*).

purposes. The specified parties are the intended users to whom use of the report is limited.⁷

1.19 The subject matter of an attestation engagement may take many forms, including the following:

- a. historical or prospective performance or condition, historical or prospective financial information, performance measurements, or backlog data;
- b. physical characteristics, for example, narrative descriptions or square footage of facilities;
- c. historical events, for example, the price of a market basket of goods on a certain date;
- d. analyses, for example, break-even analyses;
- e. systems and processes, for example, internal control; and
- f. behavior, for example, corporate governance, compliance with laws and regulations, and human resource practices.

1.20 The objective of the auditor when performing a review of financial statements is to obtain limited assurance as a basis for reporting whether the auditor is aware of any material modifications that should be made to financial statements in order for the financial statements to be in accordance with the applicable financial reporting framework. A review of financial statements does not include obtaining an understanding of the entity's internal control, assessing fraud risk, or certain other procedures ordinarily performed in an audit.⁸

Performance Audits

1.21 Performance audits provide objective analysis, findings, and conclusions to assist management and those charged with governance and oversight with, among other things, improving program performance and operations, reducing costs, facilitating decision making by parties

⁷See AT-C section 215, *Agreed-Upon Procedures Engagements* (AICPA, *Professional Standards*).

⁸See AR-C section 90, *Review of Financial Statements* (AICPA, *Professional Standards*).

responsible for overseeing or initiating corrective action, and contributing to public accountability.

1.22 Performance audit objectives vary widely and include assessments of program effectiveness, economy, and efficiency; internal control; compliance; and prospective analyses. Audit objectives may also pertain to the current status or condition of a program. These overall objectives are not mutually exclusive. For example, a performance audit with an objective of determining or evaluating program effectiveness may also involve an additional objective of evaluating the program's internal controls. Key categories of performance audit objectives include the following:

- a. Program effectiveness and results audit objectives. These are frequently interrelated with economy and efficiency objectives. Audit objectives that focus on program effectiveness and results typically measure the extent to which a program is achieving its goals and objectives. Audit objectives that focus on economy and efficiency address the costs and resources used to achieve program results.
- b. Internal control audit objectives. These relate to an assessment of one or more aspects of an entity's system of internal control that is designed to provide reasonable assurance of achieving effective and efficient operations, reliability of reporting for internal and external use, or compliance with provisions of applicable laws and regulations. Internal control objectives also may be relevant when determining the cause of unsatisfactory program performance. Internal control is a process effected by an entity's oversight body, management, and other personnel that provides reasonable assurance that the objectives of an entity will be achieved. Internal control comprises the plans, methods, policies, and procedures used to fulfill the mission, strategic plan, goals, and objectives of the entity.
- c. Compliance audit objectives. These relate to an assessment of compliance with criteria established by provisions of laws, regulations, contracts, and grant agreements, or other requirements that could affect the acquisition, protection, use, and disposition of the entity's resources and the quantity, quality, timeliness, and cost of services the entity produces and delivers. Compliance requirements can be either financial or nonfinancial.

- d. Prospective analysis audit objectives. These provide analysis or conclusions about information that is based on assumptions about events that may occur in the future, along with possible actions that the entity may take in response to the future events.

1.23 Examples of program effectiveness and results audit objectives include

- a. assessing the extent to which legislative, regulatory, or organizational goals and objectives are being achieved;
- b. assessing the relative ability of alternative approaches to yield better program performance or eliminate factors that inhibit program effectiveness;
- c. analyzing the relative cost-effectiveness of a program or activity, focusing on combining cost information or other inputs with (1) information about outputs or the benefit provided or (2) outcomes or the results achieved;
- d. determining whether a program produced intended results or produced results that were not consistent with the program's objectives;
- e. determining the current status or condition of program operations or progress in implementing legislative requirements;
- f. determining whether a program provides access to or distribution of public resources within the context of statutory parameters;
- g. assessing the extent to which programs duplicate, overlap, or conflict with other related programs;
- h. evaluating whether the entity is following sound procurement practices;
- i. assessing the reliability, validity, or relevance of performance measures concerning program effectiveness and results or economy and efficiency;
- j. assessing the reliability, validity, or relevance of financial information related to the performance of a program;

- k. determining whether government resources (inputs) are obtained at reasonable costs while meeting timeliness and quality considerations;
- l. determining whether appropriate value was obtained based on the cost or amount paid or based on the amount of revenue received;
- m. determining whether government services and benefits are accessible to those individuals who have a right to access those services and benefits;
- n. determining whether fees assessed cover costs;
- o. determining whether and how the program's unit costs can be decreased or its productivity increased; and
- p. assessing the reliability, validity, or relevance of budget proposals or budget requests to assist legislatures in the budget process.

1.24 Examples of internal control audit objectives include determining whether

- a. organizational missions, goals, and objectives are achieved effectively and efficiently;
- b. resources are used in compliance with laws, regulations, or other requirements;
- c. resources, including sensitive information accessed or stored outside the organization's physical perimeter, are safeguarded against unauthorized acquisition, use, or disposition;
- d. management information, such as performance measures, and public reports are complete, accurate, and consistent to support performance and decision making;
- e. the integrity of information from computerized systems is achieved; and
- f. contingency planning for information systems provides essential backup to prevent unwarranted disruption of the activities and functions that the systems support.

1.25 Examples of compliance objectives include determining whether

- a. the purpose of the program, the manner in which it is to be conducted, the services delivered, the outcomes, or the population it serves is in compliance with provisions of laws, regulations, contracts, or grant agreements or other requirements;
- b. government services and benefits are distributed or delivered to citizens based on eligibility to obtain those services and benefits;
- c. incurred or proposed costs are in compliance with applicable laws, regulations, contracts, or grant agreements; and
- d. revenues received are in compliance with applicable laws, regulations, contracts, or grant agreements.

1.26 Examples of prospective analysis objectives include providing conclusions based on

- a. current and projected trends and future potential impact on government programs and services and their implications for program or policy alternatives;
- b. program or policy alternatives, including forecasting program outcomes under various assumptions;
- c. policy or legislative proposals, including advantages, disadvantages, and analysis of stakeholder views;
- d. prospective information prepared by management;
- e. budgets and forecasts that are based on (1) assumptions about expected future events and (2) stakeholders' and management's expected reaction to those future events; and
- f. management's assumptions on which prospective information is based.

Terms Used in GAGAS

1.27 This paragraph describes certain terms used in GAGAS. When terminology differs from that used at an organization subject to GAGAS, auditors use professional judgment to determine if there is an equivalent term.⁹

- a.** Attestation engagement: An examination, review, or agreed-upon procedures engagement conducted under the GAGAS attestation standards related to subject matter or an assertion that is the responsibility of another party.
- b.** Audit: Either a financial audit or performance audit conducted in accordance with GAGAS.
- c.** Audit organization: A government audit entity or a public accounting firm or other audit entity that conducts GAGAS engagements.
- d.** Audit report: A report issued as a result of a financial audit, attestation engagement, review of financial statements, or performance audit conducted in accordance with GAGAS.
- e.** Audited entity: The entity that is subject to a GAGAS engagement, whether that engagement is a financial audit, attestation engagement, review of financial statements, or performance audit.
- f.** Auditor: An individual assigned to planning, directing, performing engagement procedures, or reporting on GAGAS engagements (including work on audits, attestation engagements, and reviews of financial statements) regardless of job title. Therefore, individuals who may have the title auditor, information technology auditor, analyst, practitioner, evaluator, inspector, or other similar titles are considered auditors under GAGAS.
- g.** Control objective: The aim or purpose of specified controls; control objectives address the risks related to achieving an entity's objectives.

⁹See the Glossary for an expanded list of terms used in GAGAS.

- h. Engagement: A financial audit, attestation engagement, review of financial statements, or performance audit conducted in accordance with GAGAS.
- i. Engagement team (or audit team): Auditors assigned to planning, directing, performing engagement procedures, or reporting on GAGAS engagements.
- j. Engaging party: The party that engages the auditor to conduct the GAGAS engagement.
- k. Entity objective: What an entity wants to achieve; entity objectives are intended to meet the entity's mission, strategic plan, and goals and the requirements of applicable laws and regulations.
- l. External audit organization: An audit organization that issues reports to third parties external to the audited entity, either exclusively or in addition to issuing reports to senior management and those charged with governance of the audited entity.
- m. Internal audit organization: An audit organization that is accountable to senior management and those charged with governance of the audited entity and that does not generally issue reports to third parties external to the audited entity.
- n. Responsible party: The party responsible for a GAGAS engagement's subject matter.
- o. Review of financial statements: An engagement conducted under GAGAS for review of financial statements.
- p. Specialist: An individual or organization possessing special skill or knowledge in a particular field other than accounting or auditing that assists auditors in conducting engagements. A specialist may be either an internal specialist or an external specialist.

The GAGAS Format

1.28 GAGAS uses a format designed to allow auditors to quickly identify requirements and application guidance related to those requirements. GAGAS requirements are differentiated from application guidance by borders surrounding the text. The requirements are followed immediately by application guidance that relates directly to the preceding

requirements. The auditors' responsibilities related to requirements and application guidance are discussed in paragraphs 2.02 through 2.10.



October 13, 2017

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

We are pleased to confirm our understanding of the services we are to provide the Downers Grove Sanitary District, Illinois for the years ended April 30, 2018, April 30, 2019 and April 30, 2020. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the years ended April 30, 2018, April 30, 2019 and April 30, 2020. Accounting standards generally accepted in the United States of America 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. 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 generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, pension plan employer contribution schedules, changes in the employer's net pension liability schedules, pension plan investment return schedules, and other postemployment benefit obligation funding progress and employer contribution schedules.

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 auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: fund statements and budgetary comparison schedules, and other information listed as supplemental schedules.

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to 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. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. 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. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements 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 may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute 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 entity or to acts by management or employees acting on behalf of the government.

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 a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. 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.

Audit Procedures – General (Continued)

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. 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.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, 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 U.S. generally accepted accounting principles 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 statements 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.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles.

Management Responsibilities (Continued)

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. 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, (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.

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 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 government 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, 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 U.S. generally accepted accounting principles. 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.

You agree to assume all management responsibilities for financial statement preparation services 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 the services; and accept responsibility for them.

DOWNERS GROVE SANITARY DISTRICT

Preliminary Fieldwork

April 30, 2018

Date of Preliminary Fieldwork:

May 2nd

The following items will be needed for our review at preliminary fieldwork:

Administrative Items

- ☐ Copies of minutes of all board meetings (including police and fire pension boards, etc.) for the fiscal year, to the date of preliminary fieldwork (if not available online)
- ☐ Copy of the budget/appropriation for the year, including all transfers/amendments adopted throughout the year (if not available online)
- ☐ Original signed confirmations ready for mailing, with window envelopes if available

Internal Control Testing

- ☐ All payroll registers for the period May 1 to April 30
- ☐ Accounts payable check register for the period May 1 to April 30
- ☐ All utility billing registers for the period May 1 to April 30
- ☐ Credit card / P-Card statements, if applicable, for the period May 1 to April 30
- ☐ Bank statements for the period May 1 to April 30 (*Only Payroll, A/P, & General Depository accounts are needed for preliminary testing*)
- ☐ General Ledger detail for the period May 1 to April 30
- ☐ Updated Internal Control Policies and Procedures, if applicable (*we can provide copies of what has been given to us in the prior year for your review*)

Please note that the above items will then be used to facilitate the selection of transactions for the testing of internal controls. During this process additional information will be requested, including but not limited to the following:

- Daily deposit packets/deposit slips for selected days
- Personnel files for selected employees
- Invoices for selected vendors/invoice numbers
- Payroll direct deposit reports for selected pay periods

DOWNERS GROVE SANITARY DISTRICT

Entrance Conference

April 30, 2018

➤ Requested Materials

Administrative

Confirmations

Ready at Preliminary Fieldwork

Minutes

Board of Trustees – Available for Review

Budget/Appropriations

Copy of Original Budget/Appropriations with Board Ordinance

Detail of the Budget with Reconciliation of Fund Totals to Board Ordinance

Copy of Budget Amendments/Transfers

Actuarial Reports

OPEB

IMRF

Component Unit Information

Copy of PY CAFR Certificate Award - if Applicable

DOWNERS GROVE SANITARY DISTRICT

Entrance Conference

April 30, 2018

➤ Requested Materials- Continued

Trial Balances

Cumulative General Ledger - Copy or Electronic

Cash

Bank Reconciliations - All Accounts

Copies of Bank Statements at Fiscal Year End - All Accounts

Copies of Bank Statements for 1st Month after Fiscal Year End - All Accounts

List of Deposits in Transit - All Accounts

List of Outstanding Checks - All Accounts

Copies of Collateral Agreements & Statements of Collateral Held at Fiscal Year End

IMET Liquidating Trust

Investments

Summary of Investments - All Funds

Copies of Bank/Brokers Statements at Fiscal Year End

Revenue/Receivables

Copy of Ordinances Establishing New Revenue Sources

Copy of Ordinances for Revenue Rate Changes

Miscellaneous Receivables – Detail Listing – by Fund

Significant Sewer User/Connection Program Revenues/Receivables

Copy of Property Tax Levy Ordinance

Copy of Property Tax Abatement Ordinances

Schedule of Property Tax Collections and Allocations Reconciled to T/B's – by Fund

Copy of County Final Extensions Statement

Copy of County Final Distribution Statement

Inventories

Detailed Listing – by Fund

Interfunds

Schedule of Due to/Due from

Schedule of Transfers – Purpose of Transfer

DOWNERS GROVE SANITARY DISTRICT

Entrance Conference

April 30, 2018

➤ Requested Materials- Continued

Capital Assets

- Summary of Capital Assets Cost and Accumulated Depreciation
- Detail Listing of Capital Assets Cost by Function and Activity
- Detail Listing of Capital Assets Depreciation by Function and Activity
- Detail Listings – Additions and Deletions
- Reconciliation of Additions to Capital Outlay Accounts
- Current Contributed Assets

Accounts Payable and Related

- Accounts Payable Summary – by Fund
- Accounts Payable Detailed Listing
- Search for Unrecorded Liabilities
 - List of Disbursements/Check Register since Fiscal Year End
- Retainage Payable
 - Detailed List of Retainage Payable – by Fund at Fiscal Year End
- Copies of Large Construction Contracts Outstanding at Fiscal Year End
- Invoices of all Legal Expenses

Payroll and Related

- Accrued Payroll - All Funds
- Accrued Payroll - Copy of Applicable Payroll Summary
- Accrued Compensated Absences - All Funds
- IMRF Payable/Payments Reconciliation - All Funds
- FICA Payable/Payments Reconciliation - All Funds
- 941 Reconciliation to Expenditures/Expenses and Copies of Quarterly 941s

DOWNERS GROVE SANITARY DISTRICT

Entrance Conference

April 30, 2018

➤ Requested Materials- Continued

Debt Service Payables/Payments

New Debt Issuances

Copy of Ordinance

Copy of Repayment Schedule from Bank or Finance Company

Copy of Escrow Agreement if Refunding Bonds

Early Repayment of Debt - if Applicable

Copy of Board Ordinance

Bank Support for Payment

Copy of Updated Repayment Schedule if Debt Balance is Outstanding

Arbitrage Calculation - if Applicable

Fund Balance/Fund Equity/Net Position

Equity Reconciliation to Prior Audit

Detail List of any Changes to Equity

Grants

Copy of Grant Agreements

Copy of Grant Revenue Receipt

Single Audit Requested Materials/Questionnaire – if Applicable

Risk Management

Copy of Current Insurance in Force

Pools - Reconciliation of Payments/Payables to T/B's

Copy of all Insurance Expense Invoices

DOWNERS GROVE SANITARY DISTRICT

Entrance Conference

April 30, 2018

➤ Report Checklist

(Comprehensive) Annual Financial Report

Number of Copies

10+PDF

Management's Discussion and Analysis

L&A/DGSD

Transmittal Letter - Letterhead

N/A

Stats Section

N/A

Covers

L&A+LOGO

Certificate of Achievement

Application N/A Check N/A Responses N/A

➤ Deliverables

Comptroller's Report Preparation (Password)

L&A

Management Letter - Number of Copies

10+PDF

Single Audit Report - Number of Copies

N/A

Other Reports - Number of Copies

N/A

Tax Return

N/A

➤ Timeline

Preliminary Fieldwork Date

Fieldwork Dates

Draft Date

Final Date

Board Packet Date

Board Meeting Date/Time

DOWNERS GROVE SANITARY DISTRICT
FUND BALANCE/NET ASSETS POLICY
August 16, 2016

Purpose

A Fund Balance/Net Assets Policy establishes a minimum level at which the projected end-of-year fund balance/net assets must observe; as a result of the constraints imposed upon the resources reported by the governmental and proprietary funds. This policy is established to provide financial stability, cash flow for operations, and the assurance that the District will be able to respond to emergencies with fiscal strength. More detailed fund balance financial reporting and the increased disclosures will aid the user of the financial statements in understanding the availability of resources.

It is the District's philosophy to support long-term financial strategies, where fiscal sustainability is its first priority, while also building funds for future growth. It is essential to maintain adequate levels of funds balance/net assets to mitigate current and future risks and to ensure tax rates. Fund balance/net asset levels are also crucial consideration in long-term financial planning. Credit rating agencies carefully monitor levels of fund balance/net assets and unassigned fund balance in the General Fund to evaluate the District's continued creditworthiness.

Definitions

Governmental Funds

The fund balance will be composed of three primary categories:

- 1) Nonspendable Fund Balance – portion of a Governmental Fund's fund balance that are not available to be spent, either in the short-term or long-term, or through legal restrictions (e.g., inventories, prepaid items, land held for resale and endowments).
- 2) Restricted Fund Balance – portion of a Governmental Fund's fund balance that are subject to external enforceable legal restrictions (e.g., grantor, contributor and property tax levies).
- 3) Unrestricted Fund Balance – is made up of three components:
 - A) Committed Fund Balance – the portion of a Governmental Fund's fund balance with self-imposed constraints or limitations that have been placed at the highest level of decision making through formal Board action. The same action is required to remove the commitment of fund balance.
 - B) Assigned Fund Balance – the portion of a Governmental Fund's fund balance to denote an intended use of resources but with no formal Board action.
 - C) Unassigned Fund Balance – available expendable financial resources in a governmental fund that is not the object of tentative management plan.

Some funds are funded by a variety of resources, including both restricted and unrestricted (committed, assigned and unassigned). The District assumes that the order of spending fund balance is as follows: restricted, committed, assigned, unassigned.

Authority

Governmental Funds

Committed Fund Balance – A self-imposed constraint on spending the fund balance must be approved by ordinance or resolution of the Board. Any modifications or removal of the self-imposed constraint must use the same action used to commit the fund balance. Formal action to commit fund balance must occur before the end of the fiscal year. The dollar amount of the commitment can be determined after year end.

Assigned Fund Balance – A self-imposed constraint on spending the fund balance based on the District's intent to use fund balance for a specific purpose. The authority may be delegated to members of the management team by the Board.

Minimum Unrestricted Fund Balance Levels

Governmental Funds

General Fund

Purpose – Is a major fund and the general operating fund of the District. It is used to account for all activities that are accounted for in another fund.

Fund Balance – Unrestricted fund balance targets should represent 25% of annual operating expenditures. Year-end balances above or below the target are considered when establishing subsequent adjustments in revenue rates.

Special Revenue Fund

Purpose - Used to account for and report the proceeds of specific revenue sources that are legally restricted or committed to expenditures for specified purposes other than debt service or capital projects.

Financing – Special revenue funds are provided by a specific restricted and/or committed revenue source. Financing may also be received from other charges for services, interest income, etc.

Fund Balance – Derived from a restricted revenue source; therefore, legally restricted. The remaining fund balance will be adjusted annually with the adoption of the annual budget and is targeted to meet potential future needs.

Debt Service Fund

Purpose – Established to account for financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Financing – The municipality levies an amount or transfers in an amount close to the principal and interest that is anticipated to be paid.

Fund Balance –Derived from property taxes; therefore, legally restricted. Any fund balance accumulation should be targeted as a maximum of the amount of the next principal and interest payment due.

Minimum Unrestricted Fund Balance Levels - Continued

Capital Projects Fund

Purpose - Established to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets, excluding those types of capital related outflows financed by special revenue funds.

Financing – Specific charges, debt financing, grants, interest income or interfund transfers are used to finance projects.

Fund Balance – Considered segregated for construction and land acquisition; therefore, considered committed, restricted, or assigned depending on the intended source/use of the funds. The remaining fund balance will be adjusted annually with the adoption of the annual budget and is targeted to meet potential future needs identified in the 5-year plan.

Other Considerations

In establishing the above policies for unrestricted fund balance/net asset levels, the District considered the following factors:

- The predictability of the District's revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile)
- The District's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts)
- The potential drain upon General Fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require a higher level of unrestricted fund balance be maintained in the General Fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the General Fund)
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained)
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose)

If any of the above factors change, the District should readdress current unrestricted fund balance/net asset levels to ensure amounts are appropriate.

DOWNERS GROVE SANITARY DISTRICT
CAPITAL ASSET POLICY
August 16, 2016

Purpose

The purpose of this document is to explain the District's process for capital asset accounting. The District acquires and constructs capital assets in pursuit of its mission. In line with GAAP and best business practices, this document sets forth the requirements for accounting for these assets, as well as the definitions of different types of such assets. To account for assets with depreciating values and to amortize them over their useful lives, capital assets must be recorded and capitalized in accordance with U.S. GAAP. Purchases and acquisitions that do not meet the definition of capital assets are neither added to the capital asset accounts nor are they depreciated; rather they are fully expensed at the time of acquisition.

Definitions

Accumulated depreciation – The total reduction in value over time of an asset since its acquisition, which is recorded for financial statement purposes.

Acquisition cost/value – Assets should be recorded and reported at their historical costs, which include the vendor's invoice, plus sales tax, initial installation cost, modifications, attachments, accessories or apparatus necessary to make the asset usable and render it into service. Historical costs also include ancillary charges such as site preparation costs and professional fees.

Additions – Newly acquired assets or upgrades to existing assets. Upgrades include capital outlays that increase the useful life or value of the asset.

Appraised value – The estimated value of an asset based on the expertise of a qualified independent appraiser.

Building – A roofed, enclosed facility intended for the permanent or temporary shelter of persons or equipment.

Capital asset – A permanent item with a useful life that extends beyond one year, which is held for purposes other than investment or resale. Capital assets include land, land improvements other than buildings, infrastructure, buildings, equipment, vehicles and services necessary to the construction or installation of capital assets which are of long term value.

Capital asset upgrades – Capital costs that increase the value of a capital asset. An upgrade should be capitalized as a betterment and recorded as an addition of the value of the existing capital asset. The depreciable life of the upgrade is calculated separately from the original capital asset cost.

Construction in progress – An asset that is comprised of the substantially incomplete construction or installation costs of a capital asset.

Date placed in service – The date at which the capital asset becomes available for use.

Definitions – Continued

Depreciation – A method for allocating the acquisition cost/value of capital assets over time. GAAP requires that the value of capital assets must be written off as an expense (“depreciation expense”) over the useful life of the asset.

Disposition – The final status of an asset when it is removed from the capital asset accounts and is no longer physically located on the District’s property, e.g., upon sale, scrap, or donation.

Infrastructure – Assets that are long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than other capital assets. They include sewers, structures, pipelines, roadways and sidewalks that the District has purchased/constructed/accepted to fulfill its mission.

Improvement other than building – A modification to an outside area, other than repairs, e.g., sidewalks, parking lots, utility lines, fences.

IT equipment - All computerized and auxiliary automated equipment used in information handling, storage, and retrieval and all voice, video, data communications, and other communications systems equipment and controls.

Land – The surface or crust of the earth, which can be used to support structures, and may be used to grow crops, grass, shrubs, and trees. Land is characterized as having an unlimited life (indefinite) and is not depreciated.

Maintenance – Activities related to the repair and upkeep of an asset, with the intent of preserving the asset’s original useful life and function.

Market value – The cost to acquire an item in its current condition through an arm’s length transaction. Also referred to as “fair market value” and “fair value”.

Movable equipment – An item that is neither permanently affixed to nor part of a building, e.g., vehicles, computers.

Net Book value – The difference between the acquisition cost and accumulated depreciation. At the time of acquisition book value equals acquisition cost/value.

Obsolescence – A factor to consider when determining the disposition of an asset. Assets are obsolete when they are no longer useful to the District.

Scrap equipment – An item that can be discarded as worthless or broken down into parts for disposal or salvage.

Surplus equipment – An item or items that are no longer needed or required.

Useful life – The period over which a capital asset has utility to the District in performing the function for which it was purchased.

Vehicles – Automobiles and trucks. This asset category includes any additions needed to allow a vehicle to perform its function such as a plow being added to a pickup truck to enable it to move snow.

Determining the Acquisition Cost/Value of Capital Assets

Non-sewer assets - Purchased assets are valued for accounting purposes at the total of their purchase price and any related costs for transportation, installation, or other direct, identifiable expense involved in procuring the asset and readying it for its intended use. Costs for maintenance or service agreements are not considered part of the asset cost and should be expensed. Constructed assets are valued at the total amount paid for acquiring or improving the asset including land; labor; materials; engineering, design and inspection fees; construction management fees; charges by brokers or others; appraisal fees; site preparation fees; and legal, title, and filing fees. Invoices that document the capitalized amounts are maintained as claims, and recorded periodically in the non-sewer asset database, on at least an annual basis.

Sewer assets – New sewer assets are valued for accounting purposes by recording the total length and pipe diameter for all installed sewers, and applying age-adjusted unit prices that are intended to include all costs of new sewer construction. Unit prices were developed for each pipe size in 2004 using standard engineering cost estimating practice, and these unit prices are age-adjusted using the ENR Construction Cost Index. Unit prices are periodically checked against actual construction costs, and new unit prices can be developed if cost estimates show significant variance from actual construction costs. Other sewer assets such as liners and rehabilitation are valued using actual construction costs, similar to non-sewer assets.

What to Capitalize

Any non-sewer capital asset additions and upgrades with a useful life of greater than one year will be recorded as a capital asset if its cost equals or exceeds \$5,000. Non-sewer capital asset additions are recorded as new equipment in the MP2 database, on at least an annual basis. Upgrades are recorded as Upgrade work orders in the MP2 database on at least a monthly basis. Work orders involving preventive maintenance or repairs that do not meet the definition of *Capital asset upgrades* are not designated as Upgrade work orders.

New sewer asset additions are capitalized at their estimated value with no threshold, since the methodology does not include identification of an actual cost against which to assess a threshold. Sewer asset additions are recorded in the Lucity database on at least an annual basis, and transferred into the sewer asset spreadsheet annually.

Land is capitalized at full acquisition cost or value with no threshold.

Depreciation Method

All capital assets are depreciated using the straight line method. The annual report summarizing depreciation will be reviewed and approved by the General Manager. No depreciation is recorded in the year of acquisition or disposal.

Useful Lives

Useful lives will be reviewed annually by the General Manager. The District depreciates over the following useful lives:

Infrastructure

Sanitary sewer - new	100 years
Sanitary sewer liner	50 years
Sanitary sewer rehabilitation – grout, sealing, coatings	20 years
Plant piping	62.5 years
Plant structures – tanks, tunnels	75 years

Lift stations/forcemains	50 years
Improvements – roads, outside lighting, fencing, electric, etc	25 years

Buildings

Masonry	75 years
Pole/frame	50 years
Steel shed	25 years

Equipment

Process equipment	25 years
Pumps and blowers	25 years
Sewer televising equipment and portable flow meters	10 years
Light duty portable / samplers	10 years
Instrumentation and controls	25 years
IT	5 years

Vehicles

Light vehicles	10 years
Heavy vehicles	15 years

Rehabilitations, Reconstruction, and Repairs

When any item of infrastructure is fully re-constructed the cost of the old asset, if determinable, is removed from the capital accounts, along with its related accumulated depreciation. Routine repairs and maintenance, e.g., intermittent equipment repairs, are not capitalized but instead are charged as expense to the general fund. All determinations of these categories of infrastructure will be reviewed by the General Manager.

Sales and/or Retirements of Assets

When a capital asset is disposed of, sold, or retired, its cost and accumulated depreciation are removed from the District's books and a gain or loss, if any, is recognized. These changes are recorded in the MP2 equipment list. An asset is removed from the capital asset accounts when it is determined that the asset is no longer operable, has been replaced, or is no longer available for use. Retirement may consist of sale, scrap, or donation of the asset. Notification of an asset retirement is verified by appropriate supervisors with authority over specific assets.

Responsible Parties

The General Manager is responsible for entering capital asset additions and retirements in the MP2 database equipment list or the sewer system spreadsheet, computing depreciation expense, and reporting capital assets and depreciation expense accurately in the District's GAAP financial statements. Ancillary to this responsibility is a process to periodically determine the completion of construction and engineering projects and on an annual basis to move amounts identified as construction in progress to the capital asset table or database, where depreciation commences. All entries to the MP2 database or sewer spreadsheet must be supported by detailed claims documentation and amounts reflected in the treasurer's report.

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

**BOARD OF LOCAL IMPROVEMENTS
DOWNERS GROVE SANITARY DISTRICT**

PROPOSED AGENDA

March 19, 2019

6:45 p.m.

- I. Election of Officers
- II. Approve Minutes of May 15, 2018
- III. Public Comment
- IV. P696: 5614 Katrine Avenue, Downers Grove – Single Family Home

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: March 4, 2019

TO: BOARD OF LOCAL IMPROVEMENTS

FROM: Nicholas J. Menninga
General Manager

RE: Election of BOLI officers for Fiscal Year 2018-2019

On May 15, 2018, the Board of Trustees re-appointed the members of the Board of Local Improvements for Fiscal Year 2018-2019. The BOLI will need to elect officers for the fiscal year at the March 19, 2019 meeting. The following excerpt is from previous minutes for your reference.

Election of Officers

A motion was made by Jungwirth seconded by Rathje nominating Kenneth J. Rathje as President of the Board of Local Improvements, closing the nominations and electing Kenneth J. Rathje as President. The motion carried. (Votes recorded: Ayes–Rathje and Jungwirth.) A motion was made by Rathje seconded by Jungwirth nominating Robert T. Jungwirth as Vice President, closing the nominations, and electing Robert T. Jungwirth as Vice President. The motion carried. (Votes recorded: Ayes–Rathje and Jungwirth.) A motion was made by Rathje seconded by Jungwirth nominating Mark Scacco as Clerk, closing the nominations, and electing Mark Scacco as Clerk. The motion carried. (Votes recorded: Ayes–Rathje and Jungwirth.)

cc: WDVb, AES, PWC, TTC, WCC, & MGP

BOARD OF LOCAL IMPROVEMENTS
MINUTES
May 15, 2018

A meeting of the Board of Local Improvements of the Downers Grove Sanitary District was held on Tuesday, May 15, 2018. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Board Members Kenneth J. Rathje, Robert T. Jungwirth and Mark J. Scacco, General Manager Nicholas J. Menninga, Administrative Supervisor W. Clay Campbell, Sewer Construction Supervisor Ted Cherwak, Sewer Inspector Keith W. Shaffner, Coordinator Alyssa J. Caballero, Trustees Wallace D. Van Buren and Paul W. Coultrap and Attorney Michael G. Philipp. Also present were Ed and Janet Calahan of Downers Grove, Jim Pesavento of Concord Homes and Jeffrey Cook. President Rathje called the meeting to order at 6:45 p.m.

Minutes of August 15, 2017 Meeting

A motion was made by Jungwirth seconded by Scacco approving the minutes of the meeting held on August 15, 2017 as revised. The motion carried.

Public Comment – None

P964 – 2508 & 2520 College Road, Downers Grove

The Board reviewed a request for sanitary sewer service from Edward Calahan and Patricia Trowbridge, Owner-Developer, on nine single family lots on a 3.50 gross acre parcel at 2508 and 2520 College Road, Downers Grove. The property is within the District's Facilities Planning Area, but is not within the District's current corporate limits. These parcels are not contiguous to District boundaries and will require the annexation of the Elinor right-of-way to provide the necessary continuity. The proposed project is estimated to generate wastewater flows of 3,150 gallons per day, or a density of 9.0 PE per acre, which is within the District's design flow allocation for this residential use. This is based on a flow factor of 3.5 PE per house. The BOLI approved a request for a much larger development on these parcels on June 12, 2007 as P643. Service can be provided to this project by extension of the District sewers located at Elinor and College. This is an approved variation of the Sanitary District's Unsewered Area Plan. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommended approval of this request. A motion was made by Scacco seconded by Jungwirth approving this request subject to annexation, to a maximum flow of 2.18 gallons per minute (3,150 gallons per day), receipt of an Illinois EPA permit, construction of the necessary sewer extension, payment of all fees per ordinance, compliance with all District ordinances, and standard conditions. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.)

P965 – 1140 Gilbert Avenue, Downers Grove

The Board reviewed a request for sanitary sewer service from Jim Pesavento of Concorde Homes, developer, for five attached single family units on a 0.53 gross acre parcel at 1140 Gilbert Avenue, Downers Grove. The existing single family home will be demolished. The property is within the District's Facilities Planning Area, and within the District's current corporate limits. The proposed use will generate an estimated wastewater flow of 1,750 gallons per day or a density of 33 PE per acre. This estimate is based on a flow factor of 350 gallons per day for each single family unit. Service can be provided to this project by extension of the existing District sewers located on Gilbert Avenue. The downstream trunk sewers have adequate reserve capacity to serve this request (see

report from Baxter and Woodman). Staff recommended approval of this request. A motion was made by Scacco seconded by Jungwirth approving this request subject to granting a sewer easement, to a maximum flow of 1.21 gallons per minute (1,750 gallons per day), receipt of an Illinois EPA permit, construction of the necessary sewer extension, payment of all fees per ordinance, compliance with all District ordinances, and standard conditions. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.)

Upon a motion by Jungwirth seconded by Scacco, the meeting was adjourned at 6:58 p.m. The motion carried.

Approved: March 19, 2019

President

Attest: _____
Clerk

BOARD OF LOCAL IMPROVEMENTS
March 19, 2019
STAFF BRIEFING

P696: 5614 Katrine Avenue, Downers Grove

REQUEST:

Dan Anderson, owner, is requesting sanitary sewer service for a new single family home on a 0.69 gross acre parcel at the above location. The property is within the District's Facilities Planning Area (FPA), but it is not within the District's current corporate limits. The proposed project is estimated to generate wastewater flows of 350 gallons per day, which is the standard flow estimate for a single family home. This would result in a density of 5.07 PE per acre, which is within the District's design allocation of 10 PE per acre for residential parcels.

SUMMARY:

Service can be provided to this property by extension of the District sewers located on College Road. The proposed sewer design complies with the Sanitary District's Unsewered Area Plan. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommends approval of this request subject to annexation, receipt of an Illinois EPA permit, construction of the necessary sewer extension, payment of all fees per ordinance, compliance with all District ordinances and standard conditions.

P696

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET
DOWNERS GROVE, ILLINOIS 60515
(630) 969-0664

DATE 2/18/19

SANITARY SEWER SERVICE REQUEST

Location 5614 Katrine Ave.

Legal Description Lot 20 Block 3 Subdivision Arthur T. McIntosh's Scenic Views
P.I.N. 08-13-104-028

Name of Owner on Deed Dan Andersen Phone No. 708-261-2665

Developer Shawn O'Malley, O'Malley Builders, Inc. Phone No. 815-953-9100

Name of Person Making Request Dan Andersen Phone No. 708-261-2665

E mail: Dan@RatesbyDan.com

Address (we will be sending information regarding this request; please be sure address is legible)

12633 Brighton Dr., Lemont, IL 60439

This Applicant's Interest in This Property Owner
(Owner/Developer/Beneficiary Land Trust, etc.)

Number of Acres Involved 0.69 Present Zoning Residential Proposed Zoning Residential

Is the Property (A) Improved _____ (B) Vacant X

(A) If Improved, Describe Improvements _____

Number & Type of Units _____

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe Construction of a Single Family Home

Number & Type of Units 1 Single Family Home

Estimated Starting Date of Project 3/10/19

If You Propose to Annex to a Community, Which One Annexed to Downers Grove in January 2019

NOTE: If this request is for





- a multiple family development, indicate the number of units for each bedroom count.
- a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
- a commercial project, indicate the floor area.
- an office/warehouse or light manufacturing development, indicate the floor area.
- an office/research development, indicate the floor area and number of employees.
- commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day

****SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS****

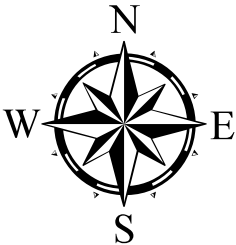
**Downers Grove Sanitary District
Board of Local Improvements
5614 Katrine Avenue
P696**



Legend

-  P696-5614 Katrine
-  Sanitary Manholes
-  Sanitary Sewer
-  DGSD Boundary

0 45 90 180
Feet

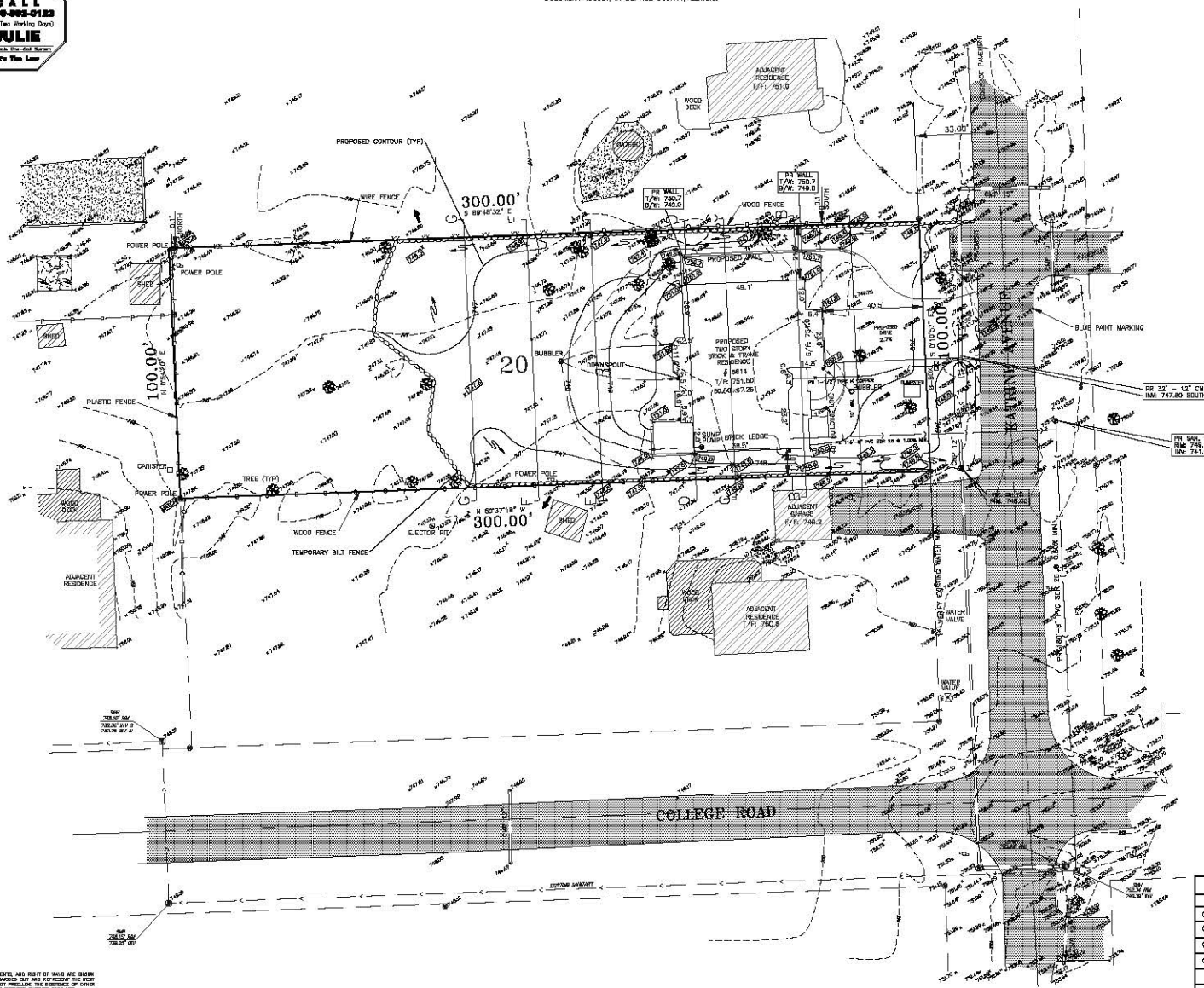


BEFORE
YOU DIGI
CALL
1-800-892-0123
(Nine Two Working Days)
JULIE
The Whole One-Child System
It's The Law

LOT 20 IN BLOCK 3 IN ARTHUR T. McINTOSH & CO'S SCENIC VIEWS SUBDIVISION IN THE
SOUTHWEST QUARTER OF SECTION 12 AND THE WEST HALF OF THE NORTHWEST
QUARTER OF SECTION 13, TOWNSHIP 35 NORTH, RANGE 10 EAST OF THE THIRD
PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 9, 1925 AS
DOCUMENT 150661, IN DUPAGE COUNTY, ILLINOIS.

COMMON ADDRESS: 5814 KATRINE AVENUE

PIN:
AREA: 30.000 SF



IMPERVIOUS AREA:	
ORIGINAL IMPERVIOUS (SURVEY DATED 8/26/15)	3,182 SF
PROPOSED: BUILDING	2,771 SF
CONCRETE	1,183 SF
TOTAL:	3,934 SF

IMPERVIOUS AREA:	
PROPOSED	
BUILDING	3,295 SF
DRIVEWAY	3,502 SF
PORCH	251 SF
WALK	97 SF
PATIO	201 SF
TOTAL:	7,448 SF



SCALE: 1" = 20'



THE LOCATION OF EXISTING UTILITIES, EASEMENTS, AND RIGHT OF WAY IS SHOWN ON THESE PLANS ACCORDING TO SURVEYS OBTAINED AND REPRESENT THE BEST KNOWLEDGE OF THE ENGINEER. THIS DOES NOT PRESUME THE EXISTENCE OF OTHER UNDISCOVERED UTILITIES OR EASEMENTS. THE ENGINEER FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED. THE CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION AND TO PROVIDE FOR THEIR PROTECTION FROM DAMAGE DURING THE CONSTRUCTION OPERATIONS. IF OTHER UTILITIES OR EASEMENTS ARE ENCOUNTERED, THE CONTRACTOR SHALL NOTIFY THE ENGINEER SO

DATE: NOVEMBER 28, 2015		ENGINEER BY: KDC CONSULTANTS INC.	
REVISION	DATE	WWW.KDCCONSULTANTS.COM	
ORIGINAL	07/26/18	18144 S. DELL ROAD	
OWNER COMMENTS	09/24/18	HOMER GLEN, ILLINOIS 60141	
OWNER COMMENTS	10/26/18	(708) 645-0645 FAX 645-0548	
OWNER COMMENTS	11/28/18	PREPARED FOR: DAN ANDERSEN	
		SITE PLAN	
		PROJECT	
		15-06-020	
		1	PAGE OF 3

DOWNERS GROVE SANITARY DISTRICT

MEMO

TO: Nicholas J. Menninga
General Manager

FROM: W. Clay Campbell
Administrative Supervisor

DATE: March 15, 2019

RE: Progress Report – February, 2019

ADMINISTRATIVE

Personnel

Irene Taylor, Administrative Assistant for the District, has notified the District that she will be retiring effective June 30, 2019. As a result, the District has posted a Part-Time Accounting Assistant position that will be responsible for the financial aspects of Irene's position with the District. It is anticipated that the part-time employee will be scheduled for 24 hours per week – Irene's other duties will be shared amongst existing Administration Department staff. We hope to have this position filled in April.

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.

Safety Committee

The Safety Committee did not meet in February and will try to meet in March.

OSHA Log

As required by the Illinois Department of Labor, the OSHA Form 300A for 2018 has been completed and will be posted from February 1 to April 30.

Social Media/Website/Public Outreach Progress

The tours scheduled on March 1 with SCARCE for 22 DuPage County teachers and on March 13 with approximately 220 students from Clarendon Hills Middle School were a success. As well, on March 7, the District launched an online version of its BSSRAP application form on our website to make it easier for our customers to apply for our Program (the Application step gets the ball rolling for the customer at which point we can move ahead with televising their service line and assessing pipe condition for eligibility and subsequent participation) and even offers the ability to attach rodding receipts or other necessary documents. Staff will continue to evaluate if there are other forms

or processes that can be digitized to offer better accessibility and process efficiency for our customers.

IAWA Legislative Subcommittee

House Bill 2103 is one of IAWA's legislative initiatives for extending lease terms from the current limit of ten years to a revised limit of fifty years. The new limit will provide more opportunities for IAWA member agencies to partner with solar and cellular third providers and other governmental agencies like park districts that are looking for longer term lease arrangements in order to install facilities on property owned, but not currently needed by wastewater agencies. HB2103 passed out of the House Cities & Villages Committee unanimously and will soon be voted upon in the House floor. The subcommittee is optimistic that this bill will continue favorably through the legislative process.

Group Medical Insurance Renewal

We have received renewal figures from BlueCross BlueShield of Illinois for the District's medical insurance coverage. We have been provided with new rates for all four of the District's offered plans with little to no change in the plan design for the two plans that presently have utilization. The renewal rates provided to the District indicate there will be a 3% decrease in premium rates from the current rates. In the coming weeks, staff will be actively preparing its recommendation for the Board to consider at the April 16 regular meeting. The District's dental, vision and life insurance benefits are all locked in multi-year term contracts meaning those benefits will have no rate increases this year.

Office Reconfiguration

In anticipation of upcoming office workstation needs, we have been reconfiguring the location of filing cabinets in the Administration Center to make room for two new workstation location on the main floor. An existing bank of seven file cabinets have been relocated to the basement filing area and we have repurposed several other filing cabinets and bookshelves for better use at the WWTC.

DGSD Phone Outage

On February 18, the District's phone system experienced an outage due to a failing hard drive in the main phone system controller. As staff started to troubleshoot the cause of the failure on February 19, we enlisted the help of Sound Incorporated to assist with any necessary repairs. On February 20, we were able to identify that the issue was in fact a faulty hard drive. Sound Incorporated identified that we did not have our system configuration being backed up (something that should have been configured properly at the time of system installation in 2013) and that we would likely need to have a proprietary Mitel-imaged hard drive overnighed from South Carolina. This was ordered and arrive on Thursday, February 21 with work by Sound Incorporated being completed that afternoon and on Friday, February 22 to finally bring the system back online. I did not allow the service technician to close out his service order until proper backups of the system configuration had been established and several backups were created. When I pointed out to Sound Incorporated's service supervisor that we should have had those backups in place initially, they provided the District with a roughly 20% credit on the invoice. During the week of the outage, the District's answering service, Wagner Communications, received all of the incoming calls, emailed them to District staff and we were able in most cases to return calls the same day or the very next day using a District cell phone that broadcasts the District's main phone number.

Technology Update

Since Jessie Gwozdz's start on October 19, she has digitized 2,584 of approximately 4,200 BSSRAP files – this will put the District on a completion course to fully digitize our BSSRAP records along with quality control checking by summer of 2019. Once complete, the District will maintain all of its BSSRAP files going forward in a digital format eliminating the need for sizable storage of paper files and providing consistent file access to multiple departments. In addition to these files being backed up locally, it is anticipated the District would additionally archive these files on our Box.com cloud storage server for redundancy.

We are working on several different projects for the next several months with Concentric Integration:

- Deployment of the Mobile-911 alarming software that will allow text notification and digital app-based interaction with the District's existing alarming configuration for SCADA operations (will coordinate with tablet and smartphone points of contact) – We have commenced deploying this with Marc Majewski and Jeff Barta piloting the new interface in the next month
- Final resolution of the alarming node replacements (final hardware migration of Dialogix dialer cards) – this is still planned for spring 2019 completion
- Mobile Device Management implementation – we have successfully enrolled 13 devices and will continue migrating devices to this platform over the year

The following is a detailed summary of the Invoice Cloud portal's utilization in the last month and since the portal's launch in February 2015 through the end of last month:

# of Customers registered in the last month:	62
# of Customers paying their bills online in the last month:	976
Amount of Money processed through the Portal in the last month:	\$54,184.76
# of Customers signing up for Autopay through the Portal in the last month:	29
# of Customers enrolled in paperless billing in the last month:	51
# of customers registered for pay by text in the last month:	25
Cost to District for providing Invoice Cloud service in the last month:	\$321.60
Cost to District's customers (convenience fees) in the last month:	\$1,675.11
Estimated Monthly savings from customers enrolled in paperless billing:	\$52.11
# of Customers registered from launch through last month:	3,812
# of Customers signing up for Autopay through the Portal from launch through last month:	1001
# of Customers enrolled in paperless billing from launch through last month:	1,737
# of customers registered for pay by text from launch through last month:	1,031

FINANCIAL

District Property and Liability Insurance

We requested and have received final proposal quotes from Mitch Backes of Corkill Insurance for the District's property, liability and workers compensation coverages. A separate memo has been

provided on this item and will be placed on the agenda for the March meeting for consideration by the Board.

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.

User Billing

Detailed billing information is attached to this report.

CODE ENFORCEMENT & UNSEWERED AREAS

Building Sanitary Service Repair Assistance Program; Infiltration and Inflow Removal Program; and Overhead Sewers and Backflow Prevention Devices Reimbursement Program

I have continued to perform the legal review of both Program Agreements and Access Agreements for all of the above programs as prepared by our office prior to execution by the parties.

Sewer Permitting Process

I have continued to perform the legal review of Access Agreements and Annexation Petitions prepared by our office as needed by sewer permit applicants.

cc: WDVB, AES, PWC, KJR, RTJ, MJS, MGP

USER BILLING SUMMARY

User Charge System

Billings for February 2019 were as follows:

User	\$265,253.62
Surcharge	31,538.23
Monthly fees	357,140.06
Total	<u>\$653,931.91</u>
Summer Usage Adjustment	\$0.00
Billable Flow	160,759,770
Budgeted Billable Flow	160,747,061
% Actual/Budgeted Billable Flow	100.01%
YTD Billable Flow	1,700,962,418
YTD Budgeted Billable Flow	1,727,740,390
% Actual/Budgeted Billable Flow	98.45%

The user accounts receivable balance on 2/28/2019 is \$623,863.48 and consists of:

Current charges due 3/15/19	\$518,251.60
Past due charges and penalty	105,611.88
Total	<u>\$623,863.48</u>

The past due charges represent:

<u>Age</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Totals</u>
30 days past due	\$29,010.24	\$3,403.65	\$32,413.89
60 days past due	21,067.98	3,669.52	24,737.50
90 days & greater past due	43,310.88	5,149.61	48,460.49
	<u></u>	<u></u>	<u></u>
Totals	\$93,389.10	\$12,222.78	\$105,611.88

Summary of
Past Due Charges
(90 Days and Over)

Five Year Comparison

February

<u>Year</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2019	\$43,310.88	\$5,149.61	\$48,460.49 ***
2018	49,771.82	6,385.66	56,157.48 **
2017	36,439.40	5,219.35	41,658.75 *
2016	45,137.96	5,798.04	50,936.00 *
2015	44,665.07	4,614.75	49,279.82 *

***Includes \$9,947.51 (1 plug at \$1,095.78 and one dig up at \$8,851.73) in sewer disconnection costs on 2 accounts.

**Includes \$26,304.31 in sewer disconnection costs on 5 accounts

*Includes \$15,669.44 in sewer disconnection costs on 2 accounts.

Twelve Months Ending February 2019

<u>Month</u>	<u>User Charges</u>	<u>Penalty</u>	<u>Total</u>
2/28/19	\$43,310.88	\$5,149.61	\$48,460.49
1/31/19	40,850.54	4,813.96	45,664.50
12/31/18	37,925.83	4,581.75	42,507.58
11/30/18	42,682.50	4,931.46	47,613.96
10/31/18	33,575.34	3,594.72	37,170.06
9/30/18	46,466.55	6,378.34	52,844.89
8/31/18	43,522.44	6,201.77	49,724.21
7/31/18	42,514.28	5,727.42	48,241.70
6/30/18	41,261.64	5,562.91	46,824.55
5/31/18	48,401.71	6,633.70	55,035.41
4/30/18	47,731.52	6,146.82	53,878.34
3/31/18	50,163.93	6,372.97	56,536.90

Fifteen (15) of thirty-one (31) delinquent accounts that were scheduled for pre-enforcement conferences on February 25, 2019 have paid in full. One account from 2012 and another from 2014 are the only two remaining sewer disconnections.

To: Nick Menninga, General Manager
From: Marc Majewski, Operations Supervisor
Re: Month of February, 2019 WWTC Operations Report.
Date: March 13, 2019

Attached please find detailed operating data and our monthly report to Illinois EPA for February. We had no excursions over our permit limits in February.

Certain highlights of operational activities included:

- Monthly flow: Average daily flows to the plant were 15.22 MGD. Total precipitation at the WWTC was 3.49". There were 6 days of excess flow during the month of February. There were 24 days of discharge over 11 MGD.
- Activated sludge: Sludge settleability is currently marginal due to seasonal conditions and longer sludge ages needed for nitrification while operating with enhanced biological phosphorus removal. Phosphorus removal efficiency for February appears to have improved with the addition of primary sludge to the anaerobic reactor zone.
- Anaerobic Digesters: Pumped a total of 965,427 gallons of primary sludge, 595,390 gallons of WAS, and 282,160 gallons of waste grease for a total of 1,842,977 gallons pumped to digesters. Total Volatile Solids destruction was calculated at 59.2% for February.
- Digester gas: Total digester gas production was 7,241,385 cubic feet. 43,459 cubic feet of gas was used for anaerobic digestion heat, and 5,483,801 cubic feet was used in the CHP facilities. 1,071,139 cubic feet of flared gas was recorded during the month. Natural gas was used for hot water and building heat. The Munters dehumidifier used 642,986 cubic feet of gas.
- Bio-solids: There have been no bio-solids deliveries in 2019. Drying and deliveries will resume in the spring. The 2006 Wildcat trommel screen is back from West Side Tractor complete with a new engine.
- Miscellaneous Items: I attended that annual Illinois Wastewater Professionals Conference in Springfield. Laboratory supervisor Reese Berry and operator Ed Bailie were also in attendance.
- Electricity: Overall net energy from ComEd was: -49,472 KW-Hrs. Electricity Generated by the CHP system was 372,931 KW-Hrs. Monthly net energy (including natural gas usage) was -2 MW-Hrs for the month of February.

C: WDVB, AES, PWC, KJR, RTJ, MJS, WCC, MGP

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	WWTC Rainfall	B01 Parshall Flume Flow Max Mgd	B01 Parshall Flume Flow Min Mgd	B01 Parshall Flume Flow Avg Mgd	A01 Parshall Flume Flow Max Mgd	A01 Parshall Flume Flow Avg Mgd	C01 Int Clar #1 Flow Max Mgd	C01 Int Clar #1 Flow Avg Mgd	Outfall 003 Flow Max Mgd	Outfall 003 Flow Avg Mgd	Total Flow Max Mgd	Total Flow Avg Mgd	002 Outfall Flow Avg Mgd
Date	inches	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD	MGD
2/1/2019	0.00	12.61	5.64	8.38	0.00	0.00	0.00	0.00	0.00	0.00	12.61	8.38	0.00
2/2/2019	0.49	15.07	5.37	9.37	0.00	0.00	0.00	0.00	0.00	0.00	15.07	9.37	0.00
2/3/2019	0.00	26.04	9.66	18.83	4.31	0.44	0.00	0.00	0.00	0.00	30.35	19.27	0.56
2/4/2019	0.03	26.76	21.75	23.16	16.93	8.60	0.00	0.00	0.00	0.00	43.69	31.76	10.77
2/5/2019	0.19	26.33	20.57	21.85	5.45	0.31	0.00	0.00	0.00	0.00	31.77	22.16	0.22
2/6/2019	0.10	26.76	21.12	22.44	2.64	0.14	0.00	0.00	0.00	0.00	29.41	22.58	0.09
2/7/2019	0.80	26.13	20.53	21.82	22.57	12.67	0.00	0.00	0.00	0.00	48.70	34.49	15.67
2/8/2019	0.00	25.03	19.83	21.17	6.40	0.55	0.00	0.00	0.00	0.00	31.43	21.73	0.61
2/9/2019	0.00	21.85	14.63	17.86	0.00	0.00	0.00	0.00	0.00	0.00	21.85	17.86	0.00
2/10/2019	0.00	18.26	12.13	14.48	0.00	0.00	0.00	0.00	0.00	0.00	18.26	14.48	0.00
2/11/2019	0.01	15.77	9.29	13.06	0.00	0.00	0.00	0.00	0.00	0.00	15.77	13.06	0.00
2/12/2019	0.44	21.58	13.60	17.80	0.00	0.00	0.00	0.00	0.00	0.00	21.58	17.80	0.00
2/13/2019	0.01	15.91	11.39	13.85	0.00	0.00	0.00	0.00	0.00	0.00	15.91	13.85	0.00
2/14/2019	0.23	21.46	9.17	15.32	0.00	0.00	0.00	0.00	0.00	0.00	21.46	15.32	0.00
2/15/2019	0.00	17.51	11.87	14.04	0.00	0.00	0.00	0.00	0.00	0.00	17.51	14.04	0.00
2/16/2019	0.00	15.96	9.09	12.19	0.00	0.00	0.00	0.00	0.00	0.00	15.96	12.19	0.00
2/17/2019	0.00	14.67	8.32	11.11	0.00	0.00	0.00	0.00	0.00	0.00	14.67	11.11	0.00
2/18/2019	0.25	14.30	7.28	10.75	0.00	0.00	0.00	0.00	0.00	0.00	14.30	10.75	0.00
2/19/2019	0.00	13.99	6.85	10.60	0.00	0.00	0.00	0.00	0.00	0.00	13.99	10.60	0.00
2/20/2019	0.22	18.73	7.24	11.76	0.00	0.00	0.00	0.00	0.00	0.00	18.73	11.76	0.00
2/21/2019	0.00	15.14	8.26	11.43	0.00	0.00	0.00	0.00	0.00	0.00	15.14	11.43	0.00
2/22/2019	0.00	14.31	7.45	11.19	0.00	0.00	0.00	0.00	0.00	0.00	14.31	11.19	0.00
2/23/2019	0.70	26.18	8.43	16.53	8.53	0.21	0.00	0.00	0.00	0.00	34.71	16.74	0.23
2/24/2019	0.02	25.97	20.31	22.59	18.78	3.29	0.00	0.00	0.00	0.00	44.75	25.88	4.50
2/25/2019	0.00	21.52	14.77	17.54	0.00	0.00	0.00	0.00	0.00	0.00	21.52	17.54	0.00
2/26/2019	0.00	17.61	12.07	14.10	0.00	0.00	0.00	0.00	0.00	0.00	17.61	14.10	0.00
2/27/2019	0.00	15.68	9.57	12.03	0.00	0.00	0.00	0.00	0.00	0.00	15.68	12.03	0.00
2/28/2019	0.00	15.74	8.06	11.01	0.00	0.00	0.00	0.00	0.00	0.00	15.74	11.01	0.00
Minimum	0.00	12.61	5.37	8.38	0.00	0.00	0.00	0.00	0.00	0.00	12.61	8.38	0.00
Maximum	0.80	26.76	21.75	23.16	22.57	12.67	0.00	0.00	0.00	0.00	48.70	34.49	15.67
Total	3.49	546.87	334.26	426.27	85.61	26.22	0.00	0.00	0.00	0.00	632.49	452.49	32.65
Average	0.12	19.53	11.94	15.22	3.06	0.94	0.00	0.00	0.00	0.00	22.59	16.16	1.17

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	Tertiary Flow MGD	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
2/1/2019	8.38	2,951	106,932	18.61	81	64	44	215		5,866	
2/2/2019	9.37		106,932	18.59							
2/3/2019	18.83		106,932	18.85							
2/4/2019	23.16	1,632	73,426	12.19	22	18	14	111		6,914	
2/5/2019	21.85	1,751	71,585	15.32	26	20	16	114	3,739		6.9
2/6/2019	22.44	1,673	69,158	15.22	27	20	16	120		6,730	6.9
2/7/2019	21.82	1,639	64,321	14.04	26	20	16	121	3,431		
2/8/2019	21.17	1,709	66,484	13.34	31	24	17	137		7,434	7.6
2/9/2019	17.86		66,484	13.43							
2/10/2019	14.48		66,484	13.09							
2/11/2019	13.06	3,000	108,438	19.05	83	68	47	228		7,133	9.4
2/12/2019	17.80	2,522	102,869	16.32	55	39	28	154	5,085		9.2
2/13/2019	13.85	2,668	106,964	16.88	74	57	38	214		8,076	9.7
2/14/2019	15.32	2,972	112,889	16.56	86	72	53	242	4,565		
2/15/2019	14.04	2,743	108,884	16.16	80	64	44	232		7,856	
2/16/2019	12.19		108,884	16.29							
2/17/2019	11.11		108,884	16.56							
2/18/2019	10.75	2,909	112,135	19.04	88	75	56	256		6,657	10.1
2/19/2019	10.60	2,728	108,759	18.05	78	63	45	230	4,692		9.5
2/20/2019	11.76	3,302	121,976	18.03	92	83	66	251		6,987	
2/21/2019	11.43	3,250	123,303	16.68	88	74	50	226	4,386		9.6
2/22/2019	11.19	3,218	118,635	17.85	89	76	57	236		6,262	
2/23/2019	16.53		118,635	18.19							
2/24/2019	22.59		118,635	18.06							
2/25/2019	17.54	2,323	97,260	11.02	53	40	29	170		7,059	
2/26/2019	14.10	2,578	108,478	11.08	70	54	38	210	4,376		9.7
2/27/2019	12.03	2,763	105,680	10.71	80	63	44	225		7,026	9.8
2/28/2019	11.01	3,132	116,960	11.32	86	72	52	229	5,048		10.0
Minimum	8.38	1,632	64,320.74	10.71	21.50	18.00	14.00	110.65	3,431	5,866	6.9
Maximum	23.16	3,302	123,302.53	19.05	91.50	82.75	65.50	256.24	5,085	8,076	10.1
Total	426.27	51,459	2,807,007.41	440.54	1,310.50	1,062.50	767.25	3,921.41	35,322	84,000	108.4
Average	15.22	2,573	100,250.21	15.73	65.75	53.30	38.50	196.05	4,415	7,000	9.0

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	Tertiary Flow MGD	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	lbs/day	%	Deg F	Deg F	Deg F
2/1/2019	8.38							1	25	
2/2/2019	9.37							14	44	
2/3/2019	18.83	132			1.4	220	97.1	40	50	
2/4/2019	23.16	116			2.0	386	95.2	29	51	50.2
2/5/2019	21.85	91			2.7	492	87.9	26	35	50.6
2/6/2019	22.44	93		6.3	2.9	543	90.5	33	37	50.4
2/7/2019	21.82	74	31	4.8	2.5	455	91.1	10	44	50.2
2/8/2019	21.17	109			2.2	388	95.0	5	16	
2/9/2019	17.86							4	29	
2/10/2019	14.48							23	29	
2/11/2019	13.06							28	32	52.0
2/12/2019	17.80	176	55	3.8	1.0	148	98.5	20	35	51.8
2/13/2019	13.85	157	59	2.0	0.5	58	98.9	13	29	50.7
2/14/2019	15.32	188	57	3.5	0.6	77	99.2	29	49	51.8
2/15/2019	14.04							9	31	
2/16/2019	12.19							13	30	
2/17/2019	11.11							25	29	
2/18/2019	10.75							19	37	51.1
2/19/2019	10.60	320	100	2.5	0.6	53	99.4	11	36	52.5
2/20/2019	11.76	245	76	2.9	1.0	98	99.1	28	37	52.0
2/21/2019	11.43	200	74	2.9	1.2	114	98.8	25	36	51.4
2/22/2019	11.19							19	45	
2/23/2019	16.53							34	53	
2/24/2019	22.59	95			2.4	452	93.7	13	102	
2/25/2019	17.54							8	25	51.3
2/26/2019	14.10	205	72	3.2	1.4	165	97.8	16	25	50.2
2/27/2019	12.03	310	140	10.8	5.2	522	97.7	15	32	51.1
2/28/2019	11.01							12	30	50.9
Minimum	8.38	74	31	2.0	0.50	53	87.9	1	16	50.2
Maximum	23.16	320	140	10.8	5.20	543	99.4	40	102	52.5
Total	426.27	2,511	664	42.7	27.60	4,171	1,439.9	521	1,054	818.2
Average	15.22	167	74	4.3	1.84	278	96.0	19	38	51.1

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	Tertiary Flow MGD	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
2/1/2019	8.38	160			0.5	35	99.7	7.6	7.4	7.0	7.0
2/2/2019	9.37	236			0.1	8	100.0				
2/3/2019	18.83	164			1.8	283	98.9				
2/4/2019	23.16	120	91	21.8	4.1	792	96.6	7.5	7.5	7.0	7.2
2/5/2019	21.85	84		28.1	4.0	729	95.2	7.6	7.8	7.1	7.3
2/6/2019	22.44	78		26.9	4.4	824	94.4	7.7	7.8	7.2	7.3
2/7/2019	21.82	88	64	22.6	3.9	710	95.6	7.6	7.6	7.2	7.3
2/8/2019	21.17	108			3.5	618	96.8	7.6	7.8	7.2	7.3
2/9/2019	17.86	80			1.3	194	98.4				
2/10/2019	14.48	80			0.5	60	99.4				
2/11/2019	13.06	124	50	3.2	0.4	44	99.7	7.8	7.6	7.3	7.4
2/12/2019	17.80	130	38	10.0	0.6	89	99.5	7.7	7.7	7.2	7.2
2/13/2019	13.85	124	45	3.5	0.3	35	99.8	7.8	7.7	7.2	7.3
2/14/2019	15.32	160	43	9.4	0.4	51	99.8	7.6	7.6	7.1	7.2
2/15/2019	14.04	128			0.2	23	99.8	7.8	7.7	7.2	7.3
2/16/2019	12.19	128			0.3	30	99.8				
2/17/2019	11.11	124			0.3	28	99.8				
2/18/2019	10.75	200	67	8.9	0.4	36	99.8	7.6	7.6	7.4	7.2
2/19/2019	10.60	315	73	5.0	0.4	35	99.9	7.5	7.6	7.3	7.2
2/20/2019	11.76	204	46	4.0	1.0	98	99.5	7.6	7.6	7.2	7.2
2/21/2019	11.43	188	53	4.2	0.7	67	99.6	7.7	7.7	7.2	7.2
2/22/2019	11.19	240			0.7	65	99.7	7.6	7.6	7.2	7.1
2/23/2019	16.53	184			1.3	179	99.3				
2/24/2019	22.59	92			4.0	753	95.7				
2/25/2019	17.54	108	47	10.3	1.1	161	99.0	7.7	7.7	7.3	7.4
2/26/2019	14.10	176	126	4.7	0.7	82	99.6	7.8	7.8	7.2	7.4
2/27/2019	12.03	185	49	4.7	1.1	110	99.4	7.7	7.8	7.2	7.3
2/28/2019	11.01	192	58	4.0	0.6	55	99.7	7.7	7.7	7.2	7.4
Minimum	8.38	78	38	3.2	0.1	8	94.4	7.5	7.4	7.0	7.0
Maximum	23.16	315	126	28.1	4.4	824	100.0	7.8	7.8	7.4	7.4
Total	426.27	4,200	850	171.3	38.6	6,195	2,764.0	153.2	153.3	143.9	145.2
Average	15.22	150	61	10.7	1.4	221	98.7	7.7	7.7	7.2	7.3

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Date	Tertiary Flow MGD	Influent Ammonia-N mg/l	Tertiary Ammonia-N mg/l	Tertiary Effluent Ammonia-N Load lbs/day	Chlorine Residual mg/l	Fecal Coliform col/100ml
2/1/2019	8.38					
2/2/2019	9.37					
2/3/2019	18.83	7.96	0.41	64.4	0.04	
2/4/2019	23.16	6.68	1.00	193.2		
2/5/2019	21.85	8.20	1.57	286.1	0.03	
2/6/2019	22.44	7.40	1.18	220.9	0.02	
2/7/2019	21.82	6.76	1.23	223.8		
2/8/2019	21.17				0.05	
2/9/2019	17.86				0.03	
2/10/2019	14.48	9.46	0.37	44.7		
2/11/2019	13.06	15.40	0.48	52.3		
2/12/2019	17.80	12.06	1.18	175.1		
2/13/2019	13.85	12.84	1.09	125.9		
2/14/2019	15.32	11.84	0.34	43.4		
2/15/2019	14.04					
2/16/2019	12.19					
2/17/2019	11.11	12.88	0.06	5.6		
2/18/2019	10.75	16.72	0.10	9.0		
2/19/2019	10.60	19.68	0.23	20.3		
2/20/2019	11.76	15.76	0.32	31.4		
2/21/2019	11.43	14.72	0.40	38.1		
2/22/2019	11.19					
2/23/2019	16.53				0.00	
2/24/2019	22.59		0.59	111.1	0.00	
2/25/2019	17.54	15.32	1.35	197.5	0.03	
2/26/2019	14.10	16.65	1.42	166.9		
2/27/2019	12.03	14.00	0.95	95.3		
2/28/2019	11.01	14.72	0.25	23.0		
Minimum	8.38	6.68	0.06	5.6	0.00	
Maximum	23.16	19.68	1.57	286.1	0.05	
Total	426.27	239.05	14.52	2,128.1	0.20	
Average	15.22	12.58	0.73	106.4	0.03	

SLUDGE DATA

Primary Sludge	TS	4.10 %	965,427 Gallons
WAS to Digesters	TS	2.55 %	595,390 Gallons
Hauled Grease to Digs	TS	7.70 %	282,160 Gallons
<u>Anaerobically Digested Sludge Pumping</u>			
Drying Beds	TS	2.90 %	171,780 Gallons
BFP	TS	1.84 %	802,455 Gallons
Lagoons	TS	%	Gallons
Total			974,235 Gallons
VS Destruction			59.2 %

Biosolids Disposal

Pick-Up Station	Feb	Cu. Yds
Delivered	Feb	Cu. Yds
Contractor Pickup and District Use	Feb	Cu. Yds
Total	Feb	Cu. Yds
Pick-Up Station	YTD	Cu. Yds
Delivered	YTD	Cu. Yds
Contractor Pick-Up and District Use	YTD	Cu. Yds
Total	YTD	Cu. Yds

ENERGY DATA

Total Digester Gas Production	7,241,385 SCF
Gas Volume per Volatile Solids Load	13.3 Cu.Ft./Lb.
<u>Digester Gas Utilization</u>	
Heat Exchangers	43,459 SCF
Dehumidification	642,986 SCF
CHP	5,483,801 SCF
Total	6,170,246 SCF
<u>Digester Gas Flared</u>	1,071,139 SCF

Natural Gas Consumed

WWTC	38,200 SCF
MSB	61,800 SCF
Chemical Feed	50,500 SCF
5006 Walnut	25,000 SCF
Kilowatt-hours Generated CHP	372,931 KWH
Net energy from Comed	-49,472 KWH
Monthly net energy	-2 MWH

MISCELLANEOUS

Grit Removal	Feb	20 Cu. Yds
Grit Removal	YTD	40 Cu. Yds
Anaerobic Supernate		755,885 Gallons
Waste Activated Sludge		112,131 Gals/Day
City Water Consumed		19,149 Gallons

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	Tertiary Flow MGD	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
2/1/2019	8.38											21.15
2/2/2019	9.37											
2/3/2019	18.83											
2/4/2019	23.16	2.45	1.48	479.1	285.9	39.6						
2/5/2019	21.85											
2/6/2019	22.44											
2/7/2019	21.82											
2/8/2019	21.17											7.95
2/9/2019	17.86											
2/10/2019	14.48											
2/11/2019	13.06	3.27	0.78	351.1	85.0	76.1	23.1	8.8	2,480.2	958.9	61.3	
2/12/2019	17.80											
2/13/2019	13.85											
2/14/2019	15.32											14.14
2/15/2019	14.04											
2/16/2019	12.19											
2/17/2019	11.11											
2/18/2019	10.75	4.68	1.45	428.2	130.0	69.0						
2/19/2019	10.60											
2/20/2019	11.76											
2/21/2019	11.43											18.52
2/22/2019	11.19											
2/23/2019	16.53											
2/24/2019	22.59											
2/25/2019	17.54											
2/26/2019	14.10	4.08	1.34	482.6	157.5	67.2						
2/27/2019	12.03											
2/28/2019	11.01											
Minimum	8.38	2.45	0.78	351.1	85.0	39.6	23.1	8.8	2,480.2	958.9	61.3	7.95
Maximum	23.16	4.68	1.48	482.6	285.9	76.1	23.1	8.8	2,480.2	958.9	61.3	21.15
Total	426.27	14.48	5.05	1,741.0	658.4	251.9	23.1	8.8	2,480.2	958.9	61.3	61.76
Average	15.22	3.62	1.26	435.3	164.6	63.0	23.1	8.8	2,480.2	958.9	61.3	15.44

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

001
External Outfall

Discharge:

001-0
COMBINED DISCHARGE FROM A01, B01, & C01

Report Dates & Status

Monitoring Period:

From 02/01/19 to 02/28/19

DMR Due Date:

03/25/19

Status:

NetDMR Validated

Considerations for Form Completion

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.

Principal Executive Officer

First Name:
Last Name:

Nicholas
Menninga

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI:

--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading				Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type		
Code	Name					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						=	8.9		=	8.1	=	6.4	19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB
					Permit Req.							Req Mon MO AV MN		Req Mon MN WK AV		Req Mon DAILY MN	19 - mg/L	DL/DS - Daily When Discharging		GR - GRAB	
					Value NODI																
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	8.8	=	13.7	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS	
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
00400	pH	1 - Effluent Gross	0	--	Sample						=	7			=	7.6	12 - SU	0	05/DW - 5 Days Every Week	GR - GRAB	
					Permit Req.						>=	6 MINIMUM			<=	9 MAXIMUM	12 - SU		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	4.5	=	12.6	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample								=	1.42	=	4.48	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.									Req Mon MO AVG		Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.84	19 - mg/L	0	09/30 - Nine Per Month	CP - COMPOS	
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.26			19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.								<=	.75 MO AVG			19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	39	13 - #/100mL	0	DL/DS - Daily When Discharging	GR - GRAB	
					Permit Req.										<=	400 DAILY MX	13 - #/100mL		DL/DS - Daily When Discharging	GR - GRAB	
					Value NODI																
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=		419.84	80 - Mgal/mo								0	99/99 - Continuous		
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo									99/99 - Continuous		
					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

28 days of discharge, including 6 days combined discharge with A01 and zero days combined discharge 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:

2019-03-14 18:07 (Time Zone: -05:00)

Report Last Signed By



DMR Copy of Record

Permit

Permit #:IL0028380

Major:Yes

Permitted Feature:002
External Outfall

Permittee:DOWNERS GROVE SANITARY DISTRICT

Permittee Address:2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Discharge:002-0
MIXING CHMBR OVERFLOW TO ST. JOSEPH CRK

Facility:DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

Facility Location:5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Report Dates & Status

Monitoring Period:From 02/01/19 to 02/28/19

DMR Due Date:03/25/19

Status:NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:Nicholas

Last Name:Menninga

Title:General Manager

Telephone:630-969-0664

No Data Indicator (NODI)

Form NODI:--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					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										=	6.4	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MN	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample								=	16.2	=	26	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00400	pH	1 - Effluent Gross	0	--	Sample						=	7.1			=	7.6	12 - SU	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.						>=	6 MINIMUM			<=	9 MAXIMUM	12 - SU		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample								=	18.1	=	25.4	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	4.48	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.84	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample								=	0.43			19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	.75 MO AVG			19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample										=	39	13 - #/100mL	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400 DAILY MX	13 - #/100mL		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample		=		32.65	80 - Mgal/mo								0	DL/DS - Daily When Discharging	
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo									DL/DS - Daily When Discharging	
					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:2019-03-14 18:08 (Time Zone: -05:00)

Report Last Signed By

User: reeseberry

Name: Dorrance Berry

E-Mail: rberry@dgsd.org

Date/Time: 2019-03-14 18:09 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:IL0028380

Major:Yes

Permitted Feature:003
External Outfall

Permittee:DOWNERS GROVE SANITARY DISTRICT

Permittee Address:2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Discharge:003-0
EXCESS FLOW TO ST. JOSEPH CRK

Facility:DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

Facility Location:5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Report Dates & Status

Monitoring Period:From 02/01/19 to 02/28/19

DMR Due Date:03/25/19

Status:NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:Nicholas

Last Name:Menninga

Title:General Manager

Telephone:630-969-0664

No Data Indicator (NODI)

Form NODI:--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading				Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					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													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MN	19 - mg/L		
					Value NODI											C - No Discharge			
00310	BOD, 5-day, 20 deg. C	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		
					Value NODI									C - No Discharge		C - No Discharge			
00400	pH	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.						>=	6 MINIMUM			<=	9 MAXIMUM	12 - SU		
					Value NODI							C - No Discharge				C - No Discharge			
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	30 MO AVG	<=	45 WKLY AVG	19 - mg/L		
					Value NODI									C - No Discharge		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 DAILY MX	19 - mg/L		
					Value NODI											C - No Discharge			
50060	Chlorine, total residual	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.								<=	.75 MO AVG			19 - mg/L		
					Value NODI									C - No Discharge					
74055	Coliform, fecal general	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.										<=	400 DAILY MX	13 - #/100mL		
					Value NODI											C - No Discharge			
82220	Flow, total	1 - Effluent Gross	0	--	Sample													DL/DS - Daily When Discharging	
					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:2019-03-14 15:32 (Time Zone: -05:00)

Report Last Signed By

User:reeseberry
Name:Dorrance Berry
E-Mail:rberry@dgsd.org
Date/Time:2019-03-14 18:09 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

A01
External Outfall

Discharge:

A01-0
EXCESS FLOW FROM EXCESS FLOW CLARIFIERS

Report Dates & Status

Monitoring Period:

From 02/01/19 to 02/28/19

DMR Due Date:

03/25/19

Status:

NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:
Last Name:

Nicholas
Menninga

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					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										=	47.2	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00530	Solids, total suspended	1 - Effluent Gross	0	--	Sample										=	50.6	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00610	Nitrogen, ammonia total [as N]	1 - Effluent Gross	0	--	Sample										=	7.68	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.77	19 - mg/L	0	DL/DS - Daily When Discharging	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		DL/DS - Daily When Discharging	GR - GRAB
					Value NODI															
82220	Flow, total	1 - Effluent Gross	0	--	Sample			=	26.22	80 - Mgal/mo								0	DL/DS - Daily When Discharging	CN - CONTIN
					Permit Req.				Req Mon MO TOTAL	80 - Mgal/mo									DL/DS - Daily When Discharging	CN - CONTIN
					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

Event 1: 2/3/19 to 2/8/19, discharging for 58.2 hrs. 1.61 inches of rain over 30 hrs, along with snow melt. B01 flow rate at A01 start time: 16,587 gpm Event 2: 2/23/19 to 2/24/19, discharging for 14.5 hrs. 0.72 inches of rain over 18 hrs. B01 flow rate at A01 start time: 17,023 gpm.

Attachments

No attachments.

Report Last Saved By

DOWNERS GROVE SANITARY DISTRICT

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2019-03-14 18:09 (Time Zone: -05:00)

Report Last Signed By

User:

reeseberry

Name:

Dorrance Berry

E-Mail:

rberry@dgsd.org

Date/Time:

2019-03-14 18:09 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:
Major:

IL0028380
Yes

Permittee:
Permittee Address:

DOWNERS GROVE SANITARY DISTRICT
2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Facility:
Facility Location:

DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER
5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Permitted Feature:

B01
External Outfall

Discharge:

B01-0
INTERNAL MIXING CHMBR - E. BR. DUPAGE RVR

Report Dates & Status

Monitoring Period:

From 02/01/19 to 02/28/19

DMR Due Date:

03/25/19

Status:

NetDMR Validated

Considerations for Form Completion

DMF LOAD LIMITS DISPLAYED.

Principal Executive Officer

First Name:
Last Name:

Nicholas
Menninga

Title:

General Manager

Telephone:

630-969-0664

No Data Indicator (NODI)

Form NODI: --

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration						# of Ex.	Frequency of Analysis	Sample Type	
Code	Name					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										=	45	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					=	9		=	7.1	=	6.9	19 - mg/L	0	03/DW - 3 Days Every Week	GR - GRAB
					Permit Req.					>=	5.5 MO AV MN		>=	4 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				=	7.4	12 - SU	0	05/DW - 5 Days Every Week	GR - GRAB
					Permit Req.					>=	6 MINIMUM				<=	9 MAXIMUM	12 - SU		02/DA - 2 Days Every Week	GR - GRAB
					Value NODI															
00410	Alkalinity, total [as CaCO3]	1 - Effluent Gross	0	--	Sample										=	249	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	=	221.2	=	823.6	26 - lb/d		=	1.4	=	4.4	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.	<=	2202 MO AVG	<=	4404 DAILY MX	26 - lb/d			<=	12 MO AVG	<=	24 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										=	8.8	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	1	--	Sample	=	106.4	=	286.1	26 - lb/d		=	0.73	=	1.57	19 - mg/L	0	05/DW - 5 Days Every Week	CP - COMPOS	
					Permit Req.	<=	734 MO AVG	<=	1376 DAILY MX	26 - lb/d			<=	4 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										=	1.4	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										=	7.4	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															
00665	Phosphorus, total [as P]	1 - Effluent Gross	0	--	Sample										=	1.48	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															
00666	Phosphorus, dissolved	1 - Effluent Gross	0	--	Sample										=	1.44	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															
00940	Chloride [as Cl]	1 - Effluent Gross	0	--	Sample										=	387	19 - mg/L	0	01/30 - Monthly	GR - GRAB
					Permit Req.											Req Mon DAILY MX	19 - mg/L		01/30 - Monthly	GR - GRAB
					Value NODI															
50050	Flow, in conduit or thru treatment plant	1 - Effluent Gross	0	--	Sample	=	15.22	=	23.16	03 - MGD								0	99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD									99/99 - Continuous	
					Value NODI															
50060	Chlorine, total residual	1 - Effluent Gross	1	--	Sample										=	0.05	19 - mg/L	0	CL/OC - Chlorination/Occurances	GR - GRAB
					Permit Req.										<=	.05 DAILY MX	19 - mg/L		CL/OC - Chlorination/Occurances	GR - GRAB
					Value NODI															
80082	BOD, carbonaceous [5 day, 20 C]	1 - Effluent Gross	0	--	Sample	=	278.1	=	542.8	26 - lb/d		=	1.8	=	5.2	19 - mg/L	0	03/DW - 3 Days Every Week	CP - COMPOS	
					Permit Req.	<=	1835 MO AVG	<=	3670 DAILY MX	26 - lb/d			<=	10 MO AVG	<=	20 DAILY MX	19 - mg/L	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: 2019-03-14 18:06 (Time Zone: -05:00)

Report Last Signed By

User: reeseberry
Name: Dorrance Berry
E-Mail: rberry@dgsd.org
Date/Time: 2019-03-14 18:09 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:IL0028380

Major:Yes

Permitted Feature:C01
External Outfall

Permittee:DOWNERS GROVE SANITARY DISTRICT

Permittee Address:2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Discharge:C01-0
EXCESS FLOW FROM 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 02/01/19 to 02/28/19

DMR Due Date:03/25/19

Status:NetDMR Validated

Considerations for Form Completion

NUMBER OF DAYS OF DISCHARGE:CS

Principal Executive Officer

First Name:Nicholas

Last Name:Menninga

Title:General Manager

Telephone:630-969-0664

No Data Indicator (NODI)

Form NODI:--

Parameter		Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name					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 DAILY MX	19 - mg/L			
					Value NODI											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:2019-03-14 15:38 (Time Zone: -05:00)

Report Last Signed By

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2019-03-14 18:09 (Time Zone: -05:00)

DMR Copy of Record

Permit

Permit #:IL0028380

Major:Yes

Permitted Feature:INF
Influent Structure

Permittee:DOWNERS GROVE SANITARY DISTRICT

Permittee Address:2710 CURTISS STREET PO BOX 1412
DOWNERS GROVE, IL 60515

Discharge:INF-L
INFLUENT MONITORING

Facility:DOWNERS GROVE S.D. - WASTEWATER TREATMENT CENTER

Facility Location:5003 WALNUT AVENUE
DOWNERS GROVE, IL 60515

Report Dates & Status

Monitoring Period:From 02/01/19 to 02/28/19

DMR Due Date:03/25/19

Status:NetDMR Validated

Considerations for Form Completion

CS

Principal Executive Officer

First Name:Nicholas

Last Name:Menninga

Title:General Manager

Telephone:630-969-0664

No Data Indicator (NODI)

Form NODI:--

Parameter	Monitoring Location	Season #	Param. NODI		Quantity or Loading					Quality or Concentration							# of Ex.	Frequency of Analysis	Sample Type
Code	Name				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						=		167			19 - mg/L		09/99 - See Permit	CP - COMPOS
					Permit Req.								Req Mon MO AVG			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Value NODI														
00530	Solids, total suspended	G - Raw Sewage Influent	0	--	Sample						=		150			19 - mg/L		09/99 - See Permit	CP - COMPOS
					Permit Req.								Req Mon MO AVG			19 - mg/L	0	09/99 - See Permit	CP - COMPOS
					Value NODI														
00600	Nitrogen, total [as N]	G - Raw Sewage Influent	0	--	Sample									=	23.1	19 - mg/L		01/30 - Monthly	CP - COMPOS
					Permit Req.										Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Value NODI														
00665	Phosphorus, total [as P]	G - Raw Sewage Influent	0	--	Sample									=	4.68	19 - mg/L		04/30 - Four Per Month	CP - COMPOS
					Permit Req.										Req Mon DAILY MX	19 - mg/L	0	01/30 - Monthly	CP - COMPOS
					Value NODI														
50050	Flow, in conduit or thru treatment plant	G - Raw Sewage Influent	0	--	Sample	=	15.33	=	23.44	03 - MGD								99/99 - Continuous	
					Permit Req.		Req Mon MO AVG		Req Mon DAILY MX	03 - MGD							0	99/99 - Continuous	
					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:2019-03-14 18:04 (Time Zone: -05:00)

Report Last Signed By

User:reeseberry

Name:Dorrance Berry

E-Mail:rberry@dgsd.org

Date/Time:2019-03-14 18:09 (Time Zone: -05:00)

DOWNERS GROVE SANITARY DISTRICT

M E M O

TO: Nicholas J. Menninga, General Manager

FROM: Jeff Barta, Maintenance Supervisor

DATE: March 12, 2019

SUBJECT: February 2019 Maintenance Report

Attached is a work order summary detailing equipment repair and preventive maintenance activities conducted by the maintenance/electrical department and operations during February 2019.

Special projects in February included:

CHP 1 – Engine Replacement

I am pleased to report that the Tech-3 CHP engine replacement project was completed on February 7th, 2019. The CHP unit has been in full operation on a 24/7 basis with the remanufactured engine and is operating as expected.

The failed engine was removed by District staff (Nick Whitefleet and Bill Smith) and shipped to Liebherr in Canada to be rebuilt. In addition to the complete engine remanufacturing, new exhaust manifolds were fabricated and the engine's turbo charger was sent out to be rebuilt.

After the remanufactured engine, new exhaust manifolds and the rebuilt turbo charger arrived, Tech-3 provided two technicians to assist District staff with the re-installation and startup on the remanufactured engine. The engine installation, startup and testing required 3 days to complete. This engine replacement project was very labor intensive. In all, it required a combined total of 208 man hours to complete (160 hours for District staff & 48 hours for the Tech-3 technicians).

The total cost for the engine replacement was \$69,440.28. The re-manufactured engine and the installation assistance from Tech-3 was completed as quoted in the amount of \$61,895.82. Additional expenses related to the engine replacement included: new exhaust manifolds, turbo charger rebuild, misc. fluids and supplies, and the shipping costs for the engine and the other related parts was \$7,544.46.

System Garage – Washroom Remodeling

The long overdue remodeling of the washroom area in the System garage has been completed. The original washroom, called the "Emergency Washroom" was an area that was installed in the early 1970's. This area was set up for storing MSA breathing equipment and also contained an emergency shower, eye wash station and first aid equipment. All of this equipment was necessary for when we were using the large one-ton cylinders of chlorine gas for our disinfection system.

Fortunately, in 2006, we converted to the new sodium hypochlorite system for disinfection and no longer needed to use the dangerous chlorine gas and we no longer needed the equipment in the emergency washroom. Basically, the only items left in the old emergency washroom area were an old toilet and a wash tub.

Traditionally, the System department employees have always used their garage area as their meeting place in the morning for their assignments and they also use the garage for their lunchbreaks. Besides just having a small refrigerator in the garage they didn't have any appropriate facilities to store their food or any utensils they may have. The only sink in the building was the old wash tub that was also used for anything and everything you could imagine related to their sewer work. Needless to say, it was time for an upgrade!

The remodeling project consisted of the removal of all of the existing plumbing and most of the electrical equipment in the old emergency washroom area. Removal and reconfiguring a couple of walls to enclose and separate the toilet area from the rest of the room. New framing, plumbing, electric and drywall was installed to create a new small kitchenette space. The hot water heater was also replaced and relocated. Most importantly, the wash tub for the dirty work was relocated out into the garage.

A new toilet, exhaust fan and lighting was installed in the now “enclosed” toilet area. The new small kitchenette area included new lighting, kitchen cabinets, countertops, a new “dedicated” kitchen sink, water cooler and a built-in microwave. All of the work related to this project was completed in-house by District staff with the exception of the drywall finishing work that was completed by Kody Construction.

This completed remodeling project will give the System department employees a clean, appropriate and sanitary space for food preparation and clean up during their lunch breaks. The total cost for this budgeted remodeling project was \$5,603.43. This is slightly over the \$5,000 budgeted amount but well worth it!

cc: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

Work Order Summary

Work Order Completion Dates from 2/1/2019 to 2/28/2019

Work Assignment	Completion Date	Equipment	NOTATIONS
Annual Sensor Test to be performed on UST	2/15/2019	Emerg Gen Diesel Storage Tank	
3 Month check and repair of Belt Press Ventilation Fans	2/21/2019	Belt Filter Press Building	3 month check and repair of ventilation fans at Belt Filter Press building. North fan spins free by and, motor doesn not turn on. Other fans working.
Check, Remove,Clean. Grease-debris from wells	2/8/2019	Excess Flow Pump Station Raw Sewage Pump Station	Remove and clean both pressure transducers.
Replace Air Filter On Operations Center Furnace	2/21/2019	Operations Center	Replace air bear filter 20" x 25" x 5".
Check, Clean and Grease HVAC Fans/Blowers		Digester 4 - 5 Control Buildg Grit Building	Check upstairs and downstairs units at Dig 4-5 building. All fans are in working order.
12 Month/10,000 Mile Synthetic Oil Change (2012 Honda Civic #312) Ted	2/8/2019	2012 Honda Civic CNG	Change oil and filter using mobil 1 full synthetic oil. Check air and cabin filters, rotate tires and check air pressure.
12 Month/10,000 Mile Synthetic Oil Change (2015 Ford Van #320 Ernie		2015 Ford Truck Transit Van	Change oil and filter using Mobil 1 Full synthetic oil. Rotate tires and check pressure.
12 Month/10,000 Mile Synthetic Oil Change (2016 Ford Focus # 324 Reese		2016 Ford Focus	Change oil and filter using Mobil 1 full synthetic oil. Check air and cabin filters, rotate tires and check air pressure.
3 Months Inspection on Electric Carts and Front End Loader	2/26/2019	2013 Club Car Carryall # 3 2014 Club Car Carry-all #2 2016 Club Car Carryall 300	
Plant Generators OSFM Quarterly Equipment Inspection Checklist	2/15/2019	Emerg Gen Diesel Storage Tank	
500 Hour Oil Change on Pearth 4	2/27/2019	Digester 4 Mixing System	
Exercise Ratio Valve #2	2/5/2019	Tunnel - System 2 RAS	
Exercising of bar screen sluice gates 1 and 2	2/15/2019	Bar Screen 1 Bar Screen 2	
Turn on and run Chlorine Contact Tank sweep arm	2/5/2019	Chlorine Contact Tank	
Exercising of Inf, Eff, Drain and fill valves at Filter Building	2/15/2019	Filter 1 Filter 2 Filter 3 Filter 4 Filter 5 Filter 6	
Quartely Flow Test In Maintenance Garage	2/26/2019	Maintenance Services Building	
By-Weekly Fluid and Misc. Check of Generators	2/13/2019	Emergency Generator 1	

Work Assignment	Completion Date	Equipment	NOTATIONS
		Emergency Generator 2	
		Emergency Generator 3	
2000 Hour Grease of Plant Effluent Pumps	2/6/2019	Plant Effluent Water Pump #2	
3 Month Grease- Secondaries 1 & 2	2/15/2019	Secondary Clarifier 1	
		Secondary Clarifier 2	
Semi-Annual Greasing Of Various Equipment	2/28/2019	Digester 1 Sludge Recirc Pump	
		Digester 1 Sludge Trnsfr Pump	
		Digester 2 Sludge Recirc Pump	
		Digester 2 Sludge Trnsfr Pump	
		Excess Flow Pump Station	
		Operations Center	
		Primary Sludge Pump 2	
		Primary Sludge Pump 3	
		Primary Sludge Pump 5	
		Raw Sewage Pump Station	
Clean Pump Seal Water Filters At Lift Stations	2/25/2019	Butterfield Pump 1	Replace seal water filters on 10 pumps. Liberty Park pumps no longer need filter change.
		Butterfield Pump 2	
		Centex Pump 1	
		Centex Pump 2	
		Earlston Pump 1	
		Earlston Pump 2	
		Hobson Pump 1	
		Hobson Pump 2	
		Hobson Pump 3	
		Hobson Pump 4	
		Liberty Park LS Pump 1	
		Liberty Park LS Pump 2	
		Liberty Park LS Pump 3	
		Wroble Pump 1	
		Wroble Pump 2	
Change Oil In Carter Gear Drives On Moyno's In Belt Press	2/28/2019	Belt Press Sludge Feed Pump 1	
		Belt Press Sludge Feed Pump 2	
3 Month Oil Change Blower #4	2/13/2019	Aeration Blower 04	
Safety lane Vehicle 304- 2009 FORD Bio-Truck	2/25/2019	2009 Ford F350	
Check STR 700, 721, 741, clean as needed.	2/6/2019	CHP Gas Cleaning System	
Replace coolant, thermostats, turbo oil seals & air filters 3 generators	2/1/2019	Emergency Generator 1	Replace coolant, thermostats, turbo oil seals and air filters on all three generators.
		Emergency Generator 2	

Work Assignment	Completion Date	Equipment	NOTATIONS
Drive shaft is bad. Replace with reconditioned shaft for pump 3.		Emergency Generator 3	
Motor very loud, replace drive motor with new.	2/4/2019	Raw Sewage Pump 2	Remove old drive shaft and install re-conditioned shaft that had new u-joints installed and balanced.
Purchase a new tractor mounted salt spreader.	2/5/2019	Secondary Clarifier 1	Replaced motor with new from stock. Did not order new motor for stock.
Installation labor for analyzer	2/6/2019	WWTC Roadways	Purchase a new tractor mounted salt spreader from Altorfer Cat.
EXCESS 003- Exercise 30" and 24" DEZURIK Valves	2/15/2019	Aeration Tank Ammonia Analyzer	
Exercise both 24" primary influent ratio valves		Excess Flow 003 Valves	
		Tunnel From PS to Grit	
		Tunnel/Chan Primary Clarifiers	
Test for H2S at Unison Gas skid	2/20/2019	CHP Gas Cleaning System	
Monthly Liquid Status of Under Ground Diesel Tank	2/15/2019	Emerg Gen Diesel Storage Tank	
Clean and Repair Watson-Marlow bisulfite pumps	2/5/2019	Bisulfite Feed Pump 1	Remove and replace pump tube element on both pump, remove and clean intake hoses, remove and replace discharge hoses and clean check valves at discharge hard pipes. Remove and replace pump head on #2 pump.
		Bisulfite Feed Pump 2	
By-Weekly Fluid and Misc. Check of Generators	2/27/2019	Emergency Generator 1	
		Emergency Generator 2	
		Emergency Generator 3	
Greasing of Landia mixer grease fitting on actuator and threaded stem	2/26/2019	Digester 1 Mixing Pump	
Install 6 new hazardous location rated light fixtures in the upper level	2/18/2019	Bar Screen Building	Remove old abandoned non-functional hazardous location ceiling lights, install 6 new hazardous location dual bulb 48" LED wall mounted fixtures. Also remove abandoned conduits and wiring from the ceiling and walls.
Replace non functional gauge on discharge pipe with new.		Butterfield Lift Station	Replaced gauge with new from stock, ordered replacement.
Replace right rear tire. Slow leak from pin hole at sidewall.		2016 Ford Focus	Drop off at Just Tires go get the tire replaced.
Replace battery and troubleshoot TPMS that won't reset.	2/19/2019	2015 Ford Truck Transit Van	Packey Webb Ford troubleshoot the hard to start & running rough, found battery was the cause of both issues. Also troubleshoot, resolve and reset the TPMS to clear warning light.
Replace the sldg draw off vlv (#9) that won't open in grit bld basement.		Primary Clarifier 7	Drain tank and sludge lines, remove valve and actuator. Modify a new 6" DeZurik plug valve to adapt to the actuator. Re-install and test operation.
28,649Hours. Repair non functional enclosure vent fan.	2/20/2019	CHP Engine Genset	Removed fan assembly and took to Rainbow Electric. Rainbow replaced bearings and reconditioned complete motor. Reinstalled repaired fan motor assembly.
Check vanity cabinet and emergency shower in the lab that's		Laboratory	Vanity was severely rotted from water damage from drain piping. Remove vanity, replace several floor tiles, install new vanity, faucet and drain piping. Also replace the leaking emergency shower valve and install a new shower head. The vanity top was reus
Drop off at Ford to perform air bag recall service.		2011 Ford Ranger	Packey Webb Ford the driver and passenger air bag inflators. (Recall)
Replace the vent fan motor that is not in the upper level NE corner.	2/21/2019	Digester 1 and 2 Control Bldg	Remove the blower assembly, replace the 1/3 HP motor, re-assemble and re-install.

Work Assignment	Completion Date	Equipment	NOTATIONS
2,714 / 12,350 Hours. Perform Oil and filter change. Order parts stock.	2/25/2019	CHP Engine Genset #2	Changed Oil and filters. Took oil sample for lab analysis. Ordered parts from Nissen for stock.
28,816 Hours. Perform 500 hour service on rebuilt engine.	2/27/2019	CHP Engine Genset	Changed oil and filters, sent oil for lab analysis. Adjusted cylinder valves. Check all filters, replaced gas and air filters. Checked engine compression. Checked fittings for tightness and cleaned enclosure. Ordered Parts for Stock.

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: March 4, 2019

TO: Nicholas J. Menninga
General Manager

FROM: Robert Swirsky
Sewer System Maintenance Supervisor

RE: Monthly Report – February, 2019

1.	JULIE Line Markings:	Current	Year to Date
	Received	430	858
	In District	404	809
	Marked	172	340
	Man Hours	71	144
2.	Building Service:	Current	Year to Date
a.	BSSRAP TV Inspections	14	15
b.	Emergency BSSRAP Repairs	07	19
c.	Total BSSRAP Repairs	11	26
d.	I&I inspections	00	00
e.	I&I C.O. installation	00	00
f.	Replace broken cleanout caps	00	00
g.	OHSP TV Inspections	00	00
h.	Post Rodding TV	02	04
3.	Sewer backups:	Current	Year to Date
a.	Public sewer	0	0
b.	Private sewer	23	38
c.	Surcharged main	0	0
d.	Pump station	<u>0</u>	<u>0</u>
	Total	23	38
		Current	Year to Date
4.	Sewer Cleaning (DGSD personnel):	0	0 Ft.
	a. Sewer Cleaning (outside contractors):	0	0 Ft.
5.	Main Sewer Televising (DGSD personnel):	0	0 Ft.
	a. Sewer Televising (outside contractors):	0	0 Ft.
6.	LETS TV	3	4
7.	Manhole inspections	60	108

8. Sewer and manhole repairs and replacements by Uno Construction:
2G-060 to 2G-014 remove and repair water service crossbore.
N1-075 replace the broken frame.
9. Miscellaneous: (sewer system personnel)
 - a. Upload flow-meters.

CC: WDVb, AES, PWC, RTJ, KJR, MS, TTC, WCC, MCW

DOWNERS GROVE SANITARY DISTRICT
M E M O

DATE: March 6, 2019

TO: Nicholas J. Menninga
General Manager

FROM: Ted Cherwak
Sewer Construction Supervisor

RE: Monthly Report: Sewer Construction \ Code Enforcement – February 2019

- | 1. | Permits issued: | Current | Year to Date |
|----|-----------------|----------|--------------|
| a. | Single family | 5 | 12 |
| b. | Multiple family | 0 | 0 |
| c. | Commercial | 0 | 0 |
| d. | Repair | 1 | 1 |
| e. | Disconnection | <u>2</u> | <u>4</u> |
| | Total | 8 | 17 |
-
- | 2. | Inspections made: | Current | Year to Date |
|----|------------------------|----------|--------------|
| a. | Connections | 4 | 8 |
| b. | Finals | 7 | 12 |
| c. | Repairs | 0 | 0 |
| d. | Disconnects | 3 | 6 |
| e. | Groundwork | 0 | 1 |
| f. | Walk-Thru | 1 | 1 |
| g. | Pre-connections | 0 | 0 |
| h. | Overhead Sewer Program | 0 | 0 |
| i. | Code Enforcement | 0 | 3 |
| j. | Lateral testing | <u>5</u> | <u>7</u> |
| | Total | 20 | 38 |
-
3. New Sewer Extension Construction:
- a. None
-
4. New Sewer Extension Testing - air, deflection, manhole, televising and lamping:
- a. None
-
5. Code Enforcement:
- a. Overhead Sewer Program
- b. Grease Trap Inspections

6. Plan & Permit Reviews:
 - a. 111 W Chicago, single family review
 - b. 1116 Saylor, single family review
 - c. 1120 Saylor, single family review
 - d. 6400 Carpenter, single family review
 - e. 6108 Sherman, single family review
 - f. 24 N Washington, repair/sewer service lining
7. Building Sanitary Service Access Agreements:
 - a. 5538 Plymouth, Downers Grove
 - b. 5540 Plymouth, Downers Grove
 - c. 6400 Carpenter, Downers Grove
 - d. 6108 Sherman, Downers Grove
8. Illinois EPA Permits:
 - a. None
9. Waste Hauling Permits Issued:
 - a. None
10. Miscellaneous:
 - a. Training - Improving Public Works Construction Inspection Skills (Danny Jasso)
 - b. Training – CPR & AED (Danny Jasso)
 - c. Senior Inspector Ernie Smith retirement-February 28

CC: WDVb, AES, PWC, KJR, RTJ, MJS, RPS, WCC & MGP

Permits Issued: FEBRUARY 2019

YEAR	PERMIT #	ADDRESS	STREET	CITY	ISSUE	TYPE	TAP FEE	INSP FEE
2019	3	1316	TURVEY	DG	2/5/2019	SF-RB		\$208.00
2019	10	6400	CARPENTER	DG	2/8/2019	SF-SC	\$3,101.00	\$208.00
2019	14	411	CHICAGO	DG	2/19/2019	DISCON		
2019	168	208	ROSLYN	OB	2/22/2019	SF	\$3,101.00	\$208.00
2018	173	524	40TH ST	DG	2/26/2019	SF	\$3,101.00	\$208.00
2019	15	6108	SHERMAN	DG	2/26/2019	SF-SC	\$3,101.00	\$208.00
2019	17	4541	SHERWOOD	DG	2/28/2019	DISCON		
2019	16	24 N	WASHINGTON	W	2/27/2019	REPAIR		
TOTAL:							\$12,404.00	\$1,040.00

Permit Final Inspections: FEBRUARY 2019

YEAR	PERMIT #	ADDRESS	STREET	CITY	FINAL
2018	94	4821	LINSCOTT	DG	2/8/2019
2018	115	5538	PLYMOUTH	DG	2/12/2019
2018	111	5540	PLYMOUTH	DG	2/12/2019
2017	207	4932	WALLBANK	DG	2/15/2019
2018	70	4539	CUMNOR	DG	2/19/2019
2018	112	4910	DOUGLAS	DG	2/27/2019
2018	86	317	S WASHINGTON	W	2/28/2019

Progress Report

To: Nick Menninga, General Manager
From: Reese Berry, Laboratory Supervisor
Date: March 14, 2019
Re: February 2019 Laboratory Report

We had 6 excess rain sampling events during the month of February. There were no permit excursions during February 2019.

Industrial/Pretreatment:

I was informed the contact at Rexnord has taken another position outside of the company. I'm waiting to establish a relationship with his replacement, but we do have a contact to maintain communication if anything happens at their facility.

Conference:

Attended the IAWPCO/IWEA joint wastewater conference in Springfield from February 11-14. I was able to attend sessions related to nutrient removal, pretreatment seminars and compliance. I thought the conference was beneficial for not only the information presented, but the ability to discuss topics with the guest speakers and representatives from IEPA.

Equipment:

The Hach Ammonia Analyzer, was installed and has been operational since February 5th. We are collecting data and the unit is performing up to our expectations. We are learning more about the equipment as we go and are realizing the benefits it can provide for our operation.

The AA unit was sold and delivered to Bales Mold Service during the month of February. They are pleased to have this piece of equipment, along with the support of the AA company's local training center in Wood Dale, IL. We've been contacted by Bales a couple times to help them get it operational, Clay has helped them with some technical questions related to the computer installation and provided them the information they needed to proceed with setup. Bales appreciates the support we've provided after their purchase.

C: WDVb, AES, PWC, KJR, RTJ, MJS, WCC, MGP

Downers Grove Sanitary District I&I Removal Target Area 1K-028 Parcel Status



STATUS OF 1K-028 INSPECTIONS AND AGREEMENT ACQUISITIONS

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	19	8%
1B	Y	Y	N	N	N	N/A	1	0%
2A	Y	Y	Y	Y	Y	N	68	30%
2B	Y	Y	Y	Y	Y	N	18	8%
2D	Y	Y	Y	N	N	N	3	1%
3A	Y	Y	Y	Y	N	N	6	3%
4	Y	Y	N	N	N	N	38	17%
4A	N	N	N	N	N/A	N	3	1%
5	Y	N	N	N	N	N	0	0%
5A	Y	Y	N	N	N	N	15	7%
5AX	Y	Y	N	N	N	N	0	0%
5B	Y	N	N	N	N	N	20	9%
5BX	Y	N	N	N	N	N	1	0%
0	N	N	N	N	N	N	30	13%
X	-	-	-	-	-	-	5	2%
5X	-	-	-	-	-	-	1	0%

Category Description:

228 100%

11% Complete

1A - PVC service with cleanout(may need to be sealed at the main)

1B - All PVC no Cleanout

2A - BSSRAP repair done, ready for rehab

2B - Ready for rehab

2D - BSSRAP/OHSP TV done

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

X - Demolished

5X - Inspection done - Violation not corrected

2015 Basin I&I Ranking = 1

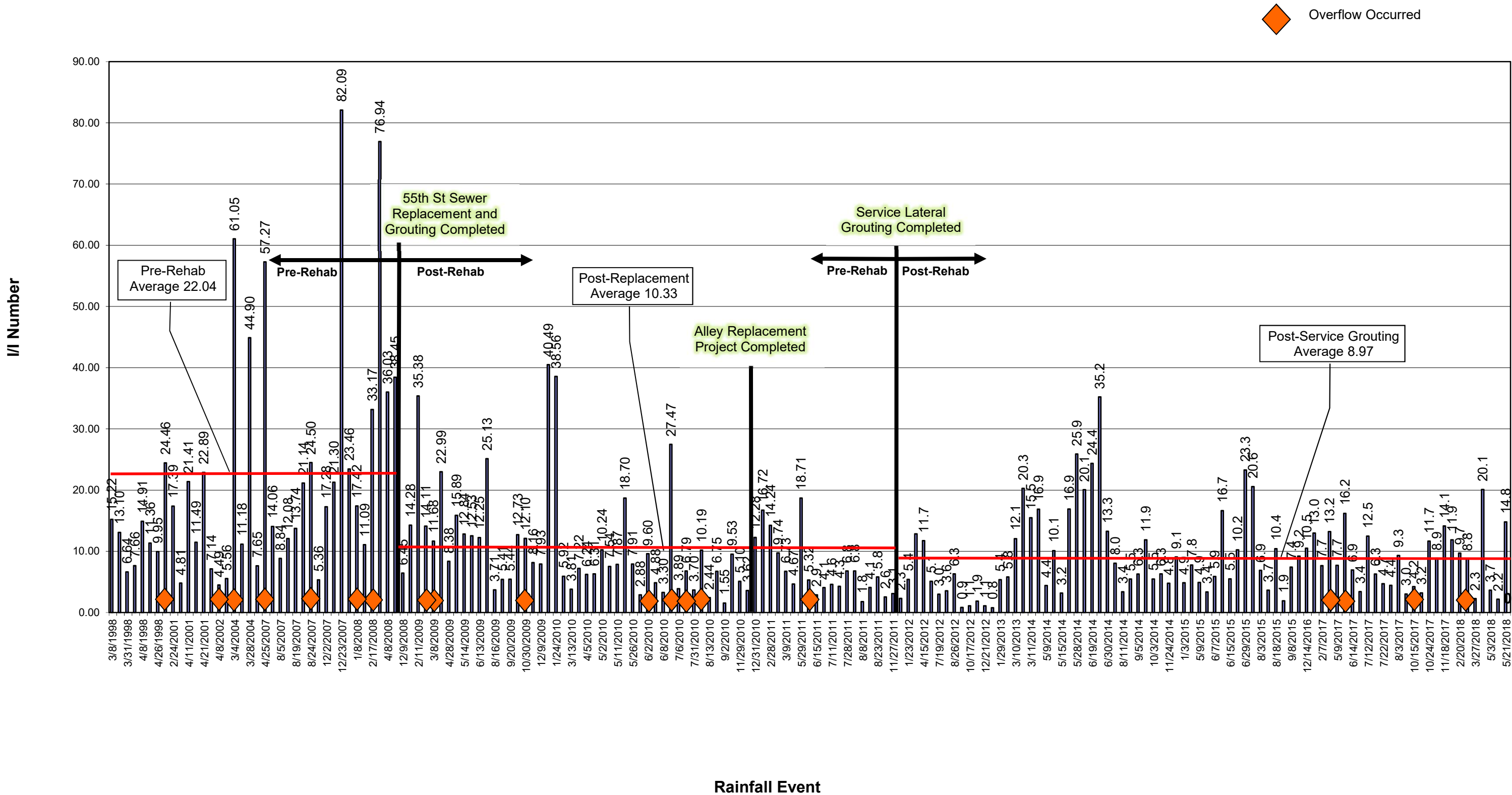
2016 Basin I&I Ranking = 27

2018 Basin I&I Ranking = 6

Combined pit violations found and corrected to date - 0

Storm pit violations found and corrected to date - 2

Downers Grove Sanitary District
Flow Meter Data Summary - 1M-012A Flow Basin
I/I Comparison



DOWNERS GROVE SANITARY DISTRICT CASH BALANCES AND INVESTMENT SCHEDULE

DATE: 02/28/19

CASH BALANCES						PREVIOUS MONTH					
ACCOUNT NAME		ACCOUNT NUMBER	BALANCE PER BANK STATEMENT			TOTAL BALANCE PER BANK STATEMENTS	MONTHLY EARNINGS CREDIT	EARNINGS CREDIT PERCENTAGE			
DEPOSIT		XXXXXXXXXX1116	\$818,356.87								
DISBURSEMENT		XXXXXXXXXX1111	146,805.68								
FLEXIBLE BENEFITS		XXXXXXXXXX6025	7,662.26								
PAYROLL		XXXXXXXXXX1117	203,935.99								
PETTY CASH		XXXXXXXXXX1112	3,700.00								
USER REFUNDS		XXXXXXXXXX1114	5,097.54								
TOTAL - CASH AT BANK			\$1,185,558.34			\$1,273,939.45	\$817.28	0.0642%			
INVESTMENTS						GENERAL CORPORATE FUND	IMPROVEMENT FUND	CONSTRUCTION FUND	PUBLIC BENEFIT FUND	SEWER EXTENSION FUND	INTEREST EARNED AT YIELD
TYPE	FINANCIAL INSTITUTION	TERM	MATURITY	AMOUNT	ANNUAL YIELD						
CD	FIRST INTERNET BANK	12 MOS	5/14/2019	\$250,000.00	2.300%		\$250,000.00				\$5,750.00
CD	TAB BANK	12 MOS	5/23/2019	\$250,000.00	2.200%	\$100,000.00	\$150,000.00				\$5,500.00
CD	CIT BANK	12 MOS	11/9/2019	\$245,000.00	2.150%	\$245,000.00					\$5,267.50
CD	TRISTATE CAPITAL	12 MOS	11/9/2019	\$249,990.00	2.850%		\$249,990.00				\$7,124.72
CD	BRIDGEVIEW BANK	12 MOS	2/15/2020	\$250,000.00	2.570%	\$100,000.00	\$107,719.45		\$35,260.73	\$7,019.82	\$6,425.00
TOTAL CDs				\$1,244,990.00	2.415%	\$445,000.00	\$757,709.45	\$0.00	\$35,260.73	\$7,019.82	\$30,067.22
TYPE	FINANCIAL INSTITUTION	TERM	LAST ACTION DATE	AMOUNT	CURRENT RATE OF RETURN						ESTIMATED ANNUAL RETURN
MM	AXOS BANK fka Nationwide Bank	ONGOING	2/15/2019	\$1,177.58	0.300%	\$1,177.58					\$3.53
MM	BANKFINANCIAL	ONGOING	3/13/2013	\$15,396.25	1.000%	\$15,396.25					\$153.96
MM	CIT BANK	ONGOING	11/9/2016	\$5,000.00	0.450%	\$5,000.00					\$22.50
MM	LIMESTONE BANK fka PBI Bank	ONGOING	9/9/2013	\$1,076.19	0.120%	\$1,076.19					\$1.29
MM	LISLE SAVINGS BANK	ONGOING	9/2/2015	\$1,018.16	0.400%	\$1,018.16					\$4.07
MM	LUANA SAVINGS BANK	ONGOING	2/15/2019	\$2,979.58	1.550%	\$2,979.58					\$46.18
MM	ROYAL BANK fka Park Fed Savings	ONGOING	12/4/2012	\$1,151.18	0.149%	\$1,151.18					\$1.72
MM	STEARNS BANK	ONGOING	9/1/2015	\$250,000.00	2.000%	\$250,000.00					\$5,000.00
MM	TRISTATE CAPITAL BANK	ONGOING	11/9/2016	\$10.00	0.000%		\$10.00				\$0.00
MM	WEST SUBURBAN BANK	ONGOING	11/20/2012	\$5,141.44	0.050%		\$5,141.44				\$2.57
TOTAL MM ACCOUNTS				\$281,772.80	1.857%	\$276,621.36	\$5,151.44	\$0.00	\$0.00	\$0.00	\$5,232.30
ILLINOIS FUNDS - MONEY MARKET				\$1,824,601.40	2.422%	\$1,373,917.73	\$249,961.29	\$200,722.38	\$0.00	\$0.00	\$44,191.85
SUBTOTAL - CD'S, MM AND IL FUNDS				\$3,351,364.20	2.372%	\$2,095,539.09	\$1,012,822.18	\$200,722.38	\$35,260.73	\$7,019.82	\$79,491.36
TYPE		INSTALLMENT INVOICED	CLOSING DATE	AMOUNT	FIXED RATE						
VOUCHERS - SA58		10 OF 10	01/02/19	23,647.69	1.240%	1,322.24	22,325.45	0.00			293.23
TOTAL VOUCHERS				\$23,647.69	1.240%	\$1,322.24	\$22,325.45	\$0.00	\$0.00	\$0.00	\$293.23
TOTAL - ALL INVESTMENTS				\$3,375,011.89	2.364%	\$2,096,861.33	\$1,035,147.63	\$200,722.38	\$35,260.73	\$7,019.82	\$79,784.59

TOTAL CASH AND INVESTMENTS \$4,560,570.23

Board of Trustees
Wallace D. Van Buren
President
Amy E. Sejnost
Vice President
Paul W. Coultrap
Clerk



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General Manager
Nicholas J. Menninga

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

Memo

To: Board of Trustees
From: Nick Menninga, General Manager
Date: March 15, 2019
Subject: Treasurer's Report for February, 2019

Attached please find the subject report that tracks income and expenses for the first ten months of Fiscal Year 18-19.

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

Year-to-date	Income	Expense
General Fund	\$ 7,692,580.04 (page 1)	\$ 7,413,186.53 (page 6)
Improvement Fund	\$ 40,672.61 (page 7)	\$ 202,903.17 (page 7)
Construction Fund	\$ 155,204.38 (page 8)	\$ 14,403.64 (page 9)
Public Benefit Fund	\$ 395.79 (page 10)	\$ 0.00 (page 10)
TOTAL	\$ 7,888,852.82	\$ 7,630,493.34

C: BOLI, WCC, MGP

=====

Fund number & Description	Ending Fund Balance

Fund 01 : GENERAL FUND	\$3,075,922.05
Fund 02 : IMPROVEMENT FUND	\$1,180,023.29
Fund 03 : CONSTRUCTION FUND	\$294,071.40
Fund 05 : PUBLIC BENEFIT FUND	\$36,322.12
	<hr/>
Recap Totals	\$4,586,338.86

TREASURER'S REPORT

DATE 03/15/19

MONTH ENDED 02/28/19

PAGE 1

FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
DEPT 05	REVENUES								
3000	PROPERTY TAXES		27.20-	0	1,183,067.07-	1,167,500-	15,567.07-	1.3	1,167,500-
3001	USER RECEIPTS		193,948.92-	209,050-	2,632,647.72-	2,792,908-	160,260.28	5.7-	3,344,800-
3002	SURCHARGES		21,188.89-	27,083-	283,771.73-	270,830-	12,941.73-	4.8	325,000-
3004	PLAN REVIEW FEES		.00	250-	364.00-	1,000-	636.00	63.6-	1,000-
3005	CONSTRUCTION INSPECTION FEES		.00	140-	.00	500-	500.00	100.0-	500-
3006	PERMIT INSPECTION FEES		1,248.00-	1,833-	21,448.00-	18,330-	3,118.00-	17.0	22,000-
3007	INTEREST ON INVESTMENTS		2,664.08-	1,250-	34,276.52-	12,500-	21,776.52-	174.2	15,000-
3013	SAMPLING AND MONITORING		7,086.99-	5,833-	82,891.24-	58,330-	24,561.24-	42.1	70,000-
3014	REPLACEMENT TAXES		.00	0	52,799.87-	59,100-	6,300.13	10.7-	79,800-
3015	MISCELLANEOUS INCOME		7,799.50-	833-	10,461.31-	8,330-	2,131.31-	25.6	10,000-
3021	TELEVISION INSPECTION		.00	0	.00	150-	150.00	100.0-	150-
3023	PROPERTY LEASE PAYMENTS		2,840.81-	2,792-	28,217.75-	27,920-	297.75-	1.1	33,500-
3024	MONTHLY SERVICE FEES		275,601.11-	267,953-	3,172,078.39-	3,154,190-	17,888.39-	.6	3,827,900-
3027	GREASE WASTE		13,721.90-	16,667-	190,556.44-	166,670-	23,886.44-	14.3	200,000-
3040	RENEWABLE ENERGY CREDITS		.00	0	.00	2,250-	2,250.00	100.0-	3,000-
=====									
DEPT 05 TOTALS			526,127.40-	533,684-	7,692,580.04-	7,740,508-	47,927.96	.6-	9,100,150-
=====									
FUND REVENUE TOTAL			526,127.40-	533,684-	7,692,580.04-	7,740,508-	47,927.96	.6-	9,100,150-
=====									
DEPT 11	O & M EXPENSES - ADMINISTRATION								
SECT A	SALARIES AND WAGES								
A001	TRUSTEES		4,500.00	4,500	18,000.00	18,000	.00	.0	18,000
A002	BOLI		.00	225	.00	900	900.00-	100.0-	900
A003	GENERAL MANAGEMENT		21,184.84	21,240	197,124.61	223,684	26,559.39-	11.9-	265,500
A004	FINANCIAL RECORDS		14,961.80	14,928	168,690.56	157,211	11,479.56	7.3	186,600
A005	ADMINISTRATIVE RECORDS		3,029.14	4,816	38,922.82	50,719	11,796.18-	23.3-	60,200
A007	CODE ENFORCEMENT		31,761.12	27,200	312,741.65	286,450	26,291.65	9.2	340,000
A008	SAFETY ACTIVITIES		121.68	200	635.07	2,106	1,470.93-	69.8-	2,500
A030	BUILDING AND GROUNDS		296.19	0	745.75	0	745.75	.0	0
=====									
SECT A TOTALS			75,854.77	73,109	736,860.46	739,070	2,209.54-	.3-	873,700
=====									
SECT B	OPERATIONS AND MAINTENANCE								
B100	ELECTRICITY		411.97	250	1,954.88	3,550	1,595.12-	44.9-	4,000
B101	NATURAL GAS		215.27	350	845.40	2,450	1,604.60-	65.5-	3,000
B102	WATER, GARBAGE AND OTHER UTILITIES		.00	0	411.17	970	558.83-	57.6-	1,150
B110	BANK CHARGES		1,096.85	1,600	12,504.85	16,000	3,495.15-	21.8-	19,200
B112	COMMUNICATION		972.15	1,333	10,684.22	13,330	2,645.78-	19.9-	16,000
B115	EQUIPMENT/EQUIPMENT REPAIR		5,995.35	6,700	53,048.12	94,600	41,551.88-	43.9-	108,000
B116	SUPPLIES		846.72	633	5,990.80	6,330	339.20-	5.4-	7,600
B117	EMPLOYEE/DUTY COSTS		280.36	1,083	9,045.37	10,830	1,784.63-	16.5-	13,000
B118	BUILDING AND GROUNDS		840.61	0	11,279.35	22,800	11,520.65-	50.5-	24,000
B119	POSTAGE		1,005.90	1,000	5,289.30	10,000	4,710.70-	47.1-	12,000
B120	PRINTING/PHOTOGRAPHY		.00	300	10,209.02	10,100	109.02	1.1	10,400
B121	USER BILLING MATERIALS		5,669.77	6,142	52,867.79	61,420	8,552.21-	13.9-	73,700

TREASURER'S REPORT

DATE 03/15/19

MONTH ENDED 02/28/19

PAGE 2

FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B124	CONTRACT SERVICES		3,111.18	8,117	126,195.69	81,170	45,025.69	55.5	97,400
B137	MEMBERSHIPS/SUBSCRIPTIONS		.00	390	6,433.00	6,990	557.00-	8.0-	7,600
=====									
SECT B TOTALS			20,446.13	27,898	306,758.96	340,540	33,781.04-	9.9-	397,050
=====									
SECT C VEHICLES									
C222	GAS/FUEL		.00	200	744.30	1,700	955.70-	56.2-	2,100
C225	OPERATION/REPAIR		27.20	311	918.57	1,250	331.43-	26.5-	1,250
=====									
SECT C TOTALS			27.20	511	1,662.87	2,950	1,287.13-	43.6-	3,350
=====									
DEPT 11 TOTALS			96,328.10	101,518	1,045,282.29	1,082,560	37,277.71-	3.4-	1,274,100
=====									
DEPT 12 O & M EXPENSES - WWTC									
=====									
SECT A SALARIES AND WAGES									
A009	OPERATIONS MANAGEMENT		9,425.95	1,800	81,550.36	18,956	62,594.36	330.2	22,500
A010	MAINTENANCE - BUDGET		.00	46,304	.00	487,639	28,718.77-	5.9-	578,800
A011	MAINTENANCE - WWTC		37,577.83	0	345,291.19	0	.00	.0	0
A012	MAINTENANCE - VEHICLES		290.56	0	3,987.20	0	.00	.0	0
A013	MAINTENANCE - ENERGY RECOVERY		611.95	0	23,659.48	0	.00	.0	0
A014	MAINTENANCE - ELECTRICAL		7,637.22	0	85,982.36	0	.00	.0	0
A020	WWTC - BUDGET		.00	48,520	.00	510,976	52,667.99-	10.3-	606,500
A021	WWTC - OPERATIONS		26,806.60	0	295,978.62	0	.00	.0	0
A022	WWTC - SLUDGE HANDLING		4,786.59	0	146,144.87	0	.00	.0	0
A023	WWTC - ENERGY RECOVERY		2,949.44	0	16,184.52	0	.00	.0	0
A030	BUILDING AND GROUNDS		3,580.69	3,884	45,749.82	40,903	4,846.82	11.9	48,550
=====									
SECT A TOTALS			93,666.83	100,508	1,044,528.42	1,058,474	13,945.58-	1.3-	1,256,350
=====									
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY		13,280.83	6,000	72,636.82	60,000	12,636.82	21.1	72,000
B101	NATURAL GAS		1,232.57	1,000	3,889.54	10,000	6,110.46-	61.1-	12,000
B102	WATER, GARBAGE AND OTHER UTILITIES		1,801.01	1,100	19,286.10	28,500	9,213.90-	32.3-	34,000
B103	ODOR CONTROL		.00	700	2,521.20	7,000	4,478.80-	64.0-	8,000
B104	FUEL - GENERATORS		.00	3,375	6,659.39	13,500	6,840.61-	50.7-	13,500
B112	COMMUNICATION		1,304.88	1,333	12,189.56	13,330	1,140.44-	8.6-	16,000
B113	EMERGENCY/SAFETY EQUIPMENT		1,491.34	1,267	9,638.30	12,670	3,031.70-	23.9-	15,200
B116	SUPPLIES		2,363.45	2,438	22,657.86	24,380	1,722.14-	7.1-	29,250
B117	EMPLOYEE/DUTY COSTS		1,038.85	2,500	15,384.35	22,000	6,615.65-	30.1-	25,000
B124	CONTRACT SERVICES		.00	0	131,034.00	131,050	16.00-	.0	131,050
B130	NPDES PERMIT FEES		.00	0	53,000.00	53,000	.00	.0	53,000
B131	SLUDGE HAULING/DISPOSAL SERVICES		.00	0	60,000.00	60,000	.00	.0	60,000
B400	CHEMICALS - BUDGET		.00	7,783	.00	77,830	37,476.00	48.2	93,400
B401	CHEMICALS - DISINFECTION		3,892.11	0	60,693.04	0	.00	.0	0
B402	CHEMICALS - SLUDGE DEWATERING		4,285.08	0	27,894.25	0	.00	.0	0
B403	CHEMICALS - TERTIARY TREATMENT		.00	0	3,819.78	0	.00	.0	0
B404	CHEMICALS - OTHER		75.94-	0	22,898.93	0	.00	.0	0
B501	EQPT/EQPT REPAIR - BIOSOLIDS AGING & DISPOS		22,639.96	7,253	44,226.10	72,530	28,303.90-	39.0-	87,036

DATE 03/15/19
FUND 01 GENERAL FUND

PAGE 3

		ACTUAL	BUDGET			ACTUAL-		
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	BUDGET	VAR	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	VARIANCE	%	BUDGET
=====								
B502	EQPT/EQPT REPAIR - DISINFECTION	71.40	2,167	13,522.63	21,670	8,147.37-	37.6-	26,009
B503	EQPT/EQPT REPAIR - EXCESS FLOW	.00	4,041	2,202.97	40,410	38,207.03-	94.6-	48,487
B504	EQPT/EQPT REPAIR - GRIT REMOVAL	1,371.06	1,061	3,709.14	10,610	6,900.86-	65.0-	12,731
B505	EQPT/EQPT REPAIR - INFLUENT PUMPING	3,572.99	3,536	14,188.40	35,360	21,171.60-	59.9-	42,436
B506	EQPT/EQPT REPAIR - PRIMARY TREATMENT	1,236.26	4,206	59,751.68	42,060	17,691.68	42.1	50,468
B507	EQPT/EQPT REPAIR - SECONDARY TREATMENT	4,831.55	10,614	135,299.98	106,140	29,159.98	27.5	127,369
B508	EQPT/EQPT REPAIR - SLUDGE CONCENTRATION	.00	474	2,484.87	4,740	2,255.13-	47.6-	5,682
B509	EQPT/EQPT REPAIR - SLUDGE DEWATERING	2,420.00	2,739	21,617.61	27,390	5,772.39-	21.1-	32,870
B510	EQPT/EQPT REPAIR - SLUDGE DIGESTION	635.93	6,645	30,794.11	66,450	35,655.89-	53.7-	79,740
B511	EQPT/EQPT REPAIR - TERTIARY TREATMENT	.00	2,297	2,037.07	22,970	20,932.93-	91.1-	27,566
B512	EQPT/EQPT REPAIR - WWTC GENERAL	962.09	3,204	20,756.64	32,040	11,283.36-	35.2-	38,449
B513	EQPT/EQPT REPAIR - WWTC UTILITIES	78,016.47	11,526	198,672.80	115,260	83,412.80	72.4	138,307
B801	BLDG AND GROUNDS - BIOSOLIDS AGING & DISPOS	.00	1,250	12,505.00	12,500	5.00	.0	15,001
B802	BLDG AND GROUNDS - DISINFECTION	.00	44	899.63	440	459.63	104.5	531
B803	BLDG AND GROUNDS - EXCESS FLOW	.00	380	3,145.09	3,800	654.91-	17.2-	4,561
B804	BLDG AND GROUNDS - GRIT REMOVAL	.00	88	183.44	880	696.56-	79.2-	1,061
B805	BLDG AND GROUNDS - INFLUENT PUMPING	2,162.66	1,332	15,191.10	13,320	1,871.10	14.1	15,988
B807	BLDG AND GROUNDS - SECONDARY TREATMENT	.00	88	229.06	880	650.94-	74.0-	1,061
B809	BLDG AND GROUNDS - SLUDGE DEWATERING	.00	88	1,894.55	880	1,014.55	115.3	1,061
B810	BLDG AND GROUNDS - SLUDGE DIGESTION	.00	3,601	33,826.84	36,010	2,183.16-	6.1-	43,215
B811	BLDG AND GROUNDS - TERTIARY TREATMENT	51.84	1,275	17,065.40	12,750	4,315.40	33.9	15,305
B812	BLDG AND GROUNDS - WWTC GENERAL	7,825.39	14,710	127,517.30	147,100	19,582.70-	13.3-	176,525
B813	BLDG AND GROUNDS - WWTC UTILITIES	.00	133	.00	1,330	1,330.00-	100.0-	1,591
=====								
SECT B TOTALS		156,411.78	110,248	1,285,924.53	1,340,780	54,855.47-	4.1-	1,555,450
=====								
SECT C VEHICLES								
C222	GAS/FUEL	.00	2,708	15,167.76	27,080	11,912.24-	44.0-	32,500
C225	OPERATION/REPAIR	1,579.30	583	9,725.18	5,830	3,895.18	66.8	7,000
C226	VEHICLE PURCHASES	.00	0	10,778.00	15,000	4,222.00-	28.2-	15,000
=====								
SECT C TOTALS		1,579.30	3,291	35,670.94	47,910	12,239.06-	25.6-	54,500
=====								
=====								
DEPT 12 TOTALS		251,657.91	214,047	2,366,123.89	2,447,164	81,040.11-	3.3-	2,866,300
=====								
DEPT 13 O & M EXPENSES - LABORATORY								
=====								
SECT A SALARIES AND WAGES								
A009	OPERATIONS MANAGEMENT	7,098.17	4,924	61,275.58	51,856	9,419.58	18.2	61,550
A040	LABORATORY - BUDGET	.00	13,152	.00	138,507	14,074.59-	10.2-	164,400
A041	LAB - WWTC	10,061.87	0	102,899.12	0	.00	.0	0
A042	LAB - PRETREATMENT	120.48	0	6,535.76	0	.00	.0	0
A043	LAB - SURCHARGE PROGRAM	.00	0	7,603.95	0	.00	.0	0
A044	LAB - BOD	.00	0	835.70	0	.00	.0	0
A045	LAB - SOLIDS	.00	0	91.53	0	.00	.0	0
A047	LAB - MICRO	.00	0	15.74	0	.00	.0	0
A048	LAB - ENERGY RECOVERY	343.40	0	6,450.61	0	.00	.0	0
=====								
SECT A TOTALS		17,623.92	18,076	185,707.99	190,363	4,655.01-	2.5-	225,950

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FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
SECT B OPERATIONS AND MAINTENANCE									
B114	CHEMICALS		142.45	1,433	9,226.54	14,330	5,103.46-	35.6-	17,200
B115	EQUIPMENT/EQUIPMENT REPAIR		1,544.67	1,350	2,983.46	13,500	10,516.54-	77.9-	16,200
B116	SUPPLIES		1,275.61	1,729	7,086.39	17,290	10,203.61-	59.0-	20,750
B117	EMPLOYEE/DUTY COSTS		120.00	458	1,784.77	4,580	2,795.23-	61.0-	5,500
B122	MONITORING EQUIPMENT		.00	2,250	51.12	9,000	8,948.88-	99.4-	9,000
B123	OUTSIDE LAB SERVICES		2,215.50	1,588	13,204.10	15,880	2,675.90-	16.9-	19,050
=====									
SECT B TOTALS			5,298.23	8,808	34,336.38	74,580	40,243.62-	54.0-	87,700
=====									
SECT C VEHICLES									
C222	GAS/FUEL		.00	42	285.50	420	134.50-	32.0-	500
C225	OPERATION/REPAIR		21.75	0	56.95	150	93.05-	62.0-	200
=====									
SECT C TOTALS			21.75	42	342.45	570	227.55-	39.9-	700
=====									
DEPT 13 TOTALS			22,943.90	26,926	220,386.82	265,513	45,126.18-	17.0-	314,350
=====									
DEPT 14 O & M EXPENSES - SEWER SYSTEM									
SECT A SALARIES AND WAGES									
A050	SEWER MAINTENANCE - BUDGET		.00	12,632	.00	133,031	27,463.36	20.6	157,900
A051	SEWER MAINTENANCE		12,998.25	0	148,241.17	0	.00	.0	0
A054	SEWER MAINTENANCE - BACKUPS AND HIGH FLOWS		1,085.53	0	12,253.19	0	.00	.0	0
A060	INSPECTION - BUDGET		.00	27,784	.00	292,600	31,976.14-	10.9-	347,300
A061	INSPECTION - NEW CONSTRUCTION		.00	0	833.08	0	.00	.0	0
A062	INSPECTION - CONSTRUCTION OF DGSD PROJECTS		6,123.11	0	80,886.20	0	.00	.0	0
A063	INSPECTION - PERMIT INSPECTIONS		1,608.67	0	17,127.39	0	.00	.0	0
A064	INSPECTION - MISCELLANEOUS		8,773.14	0	81,851.25	0	.00	.0	0
A065	INSPECTION - CONSTR BY VILLAGES, UTILITIES		3,105.47	0	53,069.24	0	.00	.0	0
A066	INSPECTION - CODE ENFORCEMENT		2,478.11	0	26,856.70	0	.00	.0	0
A070	SEWER INVESTIGATIONS - BUDGET		.00	928	.00	9,773	1,870.53-	19.1-	11,600
A072	SEWER INVESTIGATIONS		205.27	0	7,902.47	0	.00	.0	0
=====									
SECT A TOTALS			36,377.55	41,344	429,020.69	435,404	6,383.31-	1.5-	516,800
=====									
SECT B OPERATIONS AND MAINTENANCE									
B112	COMMUNICATION		628.96	875	6,315.75	8,750	2,434.25-	27.8-	10,500
B113	EMERGENCY/SAFETY EQUIPMENT		77.72	375	1,031.19	3,750	2,718.81-	72.5-	4,500
B115	EQUIPMENT/EQUIPMENT REPAIR		762.10	3,421	23,824.55	34,210	10,385.45-	30.4-	41,050
B116	SUPPLIES		81.57	458	3,684.37	4,580	895.63-	19.6-	5,500
B117	EMPLOYEE/DUTY COSTS		592.66	1,125	6,571.34	11,250	4,678.66-	41.6-	13,500
B124	CONTRACT SERVICES		1,587.01	11,008	63,630.21	110,080	46,449.79-	42.2-	132,100
B127	JULIE SYSTEM		4,058.95	1,408	12,467.13	14,080	1,612.87-	11.5-	16,900
B128	OVERHEAD SEWER/BACKFLOW PREVENTION PROGRAM		.00	2,200	25,997.00	31,600	5,603.00-	17.7-	36,000
B129	REIMBURSEMENT PROGRAM/PUBLIC SEWER BLOCKAGE		.00	3,000	5,425.50	12,000	6,574.50-	54.8-	12,000
B900	SEWER SYSTEM REPAIRS - BUDGET		.00	75,000	.00	1,910,000	134,817.93-	7.1-	2,331,600
B901	SEWER SYSTEM REPAIRS - I/I PROGRAM		44.00	0	1,022,398.30	0	.00	.0	0
B902	SEWER SYSTEM REPAIRS - REPLACEMENT		505.16	0	33,113.72	0	.00	.0	0

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FUND 01 GENERAL FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B903	SEWER SYSTEM REPAIRS - REHABILITATION		.00	0	19,269.79	0	.00	.0	0
B904	SEWER SYSTEM REPAIRS - TV INSPECTION		.00	0	20.00-	0	.00	.0	0
B910	SEWER SYSTEM REPAIRS - BSSRAP PROGRAM		59,886.24	0	602,862.42	0	.00	.0	0
B911	SEWER SYSTEM REPAIRS - BSSRAP - TARGET I/I		.00	0	4,995.00	0	.00	.0	0
B913	SEWER SYSTEM REPAIRS - BSSRAP-REPAIR/REPL/R		.00	0	1,767.25	0	.00	.0	0
B929	ARRA LOAN PRINCIPAL REPAYMENT		.00	0	90,795.59	0	.00	.0	0
=====									
SECT B TOTALS			68,224.37	98,870	1,924,129.11	2,140,300	216,170.89-	10.1-	2,603,650
=====									
SECT C VEHICLES									
C222	GAS/FUEL		.00	2,208	11,693.71	22,080	10,386.29-	47.0-	26,500
C225	OPERATION/REPAIR		434.69	542	4,761.37	5,420	658.63-	12.2-	6,500
C226	VEHICLE PURCHASES		.00	0	410.56	0	410.56	.0	0
=====									
SECT C TOTALS			434.69	2,750	16,865.64	27,500	10,634.36-	38.7-	33,000
=====									
DEPT 14 TOTALS			105,036.61	142,964	2,370,015.44	2,603,204	233,188.56-	9.0-	3,153,450
=====									
DEPT 15 O & M EXPENSES - LIFT STATIONS									
SECT A SALARIES AND WAGES									
A009	OPERATIONS MANAGEMENT		89.02	36	9,493.90	379	9,114.90	2,405.0	450
A030	BUILDING AND GROUNDS		.00	0	996.52	0	996.52	.0	0
A080	LIFT STATION MAINTENANCE		5,590.91	5,488	63,528.52	57,796	5,732.52	9.9	68,600
=====									
SECT A TOTALS			5,679.93	5,524	74,018.94	58,175	15,843.94	27.2	69,050
=====									
SECT B OPERATIONS AND MAINTENANCE									
B100	ELECTRICITY		9,893.54	9,667	94,791.04	96,670	1,878.96-	1.9-	116,000
B104	FUEL - GENERATORS		2,059.99	1,125	3,729.28	4,500	770.72-	17.1-	4,500
B112	COMMUNICATION		358.16	458	3,565.83	4,580	1,014.17-	22.1-	5,500
B113	EMERGENCY/SAFETY EQUIPMENT		.00	0	.00	250	250.00-	100.0-	250
B116	SUPPLIES		42.55	0	431.66	270	161.66	59.9	300
B520	EQPT/EQPT REPAIR - BUTTERFIELD		1,311.43	238	4,177.01	2,380	1,797.01	75.5	2,857
B521	EQPT/EQPT REPAIR - CENTEX		1,019.24	206	12,085.13	2,060	10,025.13	486.7	2,477
B522	EQPT/EQPT REPAIR - COLLEGE		32,749.57	3,338	47,090.25	33,380	13,710.25	41.1	40,058
B523	EQPT/EQPT REPAIR - EARLSTON		.00	442	15,915.14	4,420	11,495.14	260.1	5,302
B524	EQPT/EQPT REPAIR - HOBSON		1,807.06	1,041	16,736.07	10,410	6,326.07	60.8	12,491
B525	EQPT/EQPT REPAIR - LIBERTY PARK		.00	159	3,771.31	1,590	2,181.31	137.2	1,906
B526	EQPT/EQPT REPAIR - NORTHWEST		1,077.23	454	16,581.42	4,540	12,041.42	265.2	5,446
B527	EQPT/EQPT REPAIR - VENARD		.00	305	4,393.70	3,050	1,343.70	44.1	3,666
B528	EQPT/EQPT REPAIR - WROBLE		.00	167	9,474.02	1,670	7,804.02	467.3	2,008
B529	EQPT/EQPT REPAIR - LIFT STATIONS GENERAL		1,246.63	7,128	19,812.64	71,280	51,467.36-	72.2-	85,539
B820	BLDG AND GROUNDS - BUTTERFIELD		.00	0	1,045.92	0	1,045.92	.0	0
B821	BLDG AND GROUNDS - CENTEX		.00	0	1,184.17	0	1,184.17	.0	0
B823	BLDG AND GROUNDS - EARLSTON		.00	0	1,035.92	0	1,035.92	.0	0
B824	BLDG AND GROUNDS - HOBSON		.00	0	25,760.75	17,500	8,260.75	47.2	17,500
B825	BLDG AND GROUNDS - LIBERTY PARK		.00	0	1,307.84	0	1,307.84	.0	0
B826	BLDG AND GROUNDS - NORTHWEST		.00	0	3,501.92	0	3,501.92	.0	0

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NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	ACTUAL- BUDGET VARIANCE	VAR %	TOTAL BUDGET
=====									
B827	BLDG AND GROUNDS - VENARD		.00	0	1,061.92	0	1,061.92	.0	0
B828	BLDG AND GROUNDS - WROBLE		.00	0	1,172.92	0	1,172.92	.0	0
B829	BLDG AND GROUNDS - LIFT STATIONS GENERAL		.00	1,183	723.65	11,830	11,106.35-	93.9-	14,200
=====									
SECT B TOTALS			51,565.40	25,911	289,349.51	270,380	18,969.51	7.0	320,000
=====									
DEPT 15 TOTALS			57,245.33	31,435	363,368.45	328,555	34,813.45	10.6	389,050
=====									
DEPT 17 O & M EXPENSES - INSURANCE & EMPLOYEE BENEFITS									
SECT E INSURANCE AND EMPLOYEE BENEFITS									
E452	LIABILITY/PROPERTY		.00	0	173,011.62	196,600	23,588.38-	12.0-	196,600
E455	EMPLOYEE GROUP HEALTH		40,466.70	39,958	423,878.69	399,580	24,298.69	6.1	479,500
E460	IMRF		19,451.63	24,292	275,616.08	275,966	349.92-	.1-	330,500
E461	SOCIAL SECURITY		17,265.19	17,801	175,503.25	185,227	9,723.75-	5.3-	221,400
=====									
SECT E TOTALS			77,183.52	82,051	1,048,009.64	1,057,373	9,363.36-	.9-	1,228,000
=====									
DEPT 17 TOTALS			77,183.52	82,051	1,048,009.64	1,057,373	9,363.36-	.9-	1,228,000
=====									
FUND EXPENSE TOTAL			610,395.37	598,941	7,413,186.53	7,784,369	371,182.47-	4.8-	9,225,250
=====									
FUND 01 TOTALS			84,267.97	65,257	279,393.51-	43,861	323,254.51-	737.0-	125,100
=====									

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FUND 02 IMPROVEMENT FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		2,494.53-	1,625-	17,081.96-	16,250-	19,500-
3010	TRUNK SEWER SERVICE CHARGES		3,605.59-	7,500-	23,590.65-	75,000-	90,000-
=====							
DEPT 05	TOTALS		6,100.12-	9,125-	40,672.61-	91,250-	109,500-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	46,600	93,200
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	46,595.52	0	0
=====							
DEPT 30	TOTALS		.00	0	46,595.52	46,600	93,200
=====							
DEPT 36	CAPITAL EXP - LIBERTY PARK LIFT STATION UPGRADE						
0500	PROJECT BUDGET		.00	0	.00	0	350,000
0504	CONSTRUCTION ADMIN/RESIDENT ENG/ARCH SUPRVI		.00	0	21,481.53	0	0
0506	CONSTRUCTION CONTRACTS AND PURCHASES		.00	0	129,176.87	0	0
=====							
DEPT 36	TOTALS		.00	0	150,658.40	0	350,000
=====							
DEPT 74	CAPITAL EXP - SEWER - UNSEWERED AREAS						
0500	PROJECT BUDGET		.00	0	.00	0	7,500
0501	REPORT ENGINEERING/ARCHITECTURAL		.00	0	5,649.25	0	0
=====							
DEPT 74	TOTALS		.00	0	5,649.25	0	7,500
=====							
FUND	EXPENSE TOTAL		.00	0	202,903.17	46,600	450,700
=====							
FUND 02	TOTALS		6,100.12-	9,125-	162,230.56	44,650-	341,200
=====							

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FUND 03 CONSTRUCTION FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		722.38-	458-	722.38-	4,580-	5,500-
3009	SEWER PERMIT FEES		15,505.00-	20,833-	154,482.00-	208,330-	250,000-
3093	GRANT FUNDING		.00	0	.00	0	500,000-
=====							
DEPT 05	TOTALS		16,227.38-	21,291-	155,204.38-	212,910-	755,500-
=====							
DEPT 30	CAPITAL EXP - ARRA - LOAN REPAYMENTS						
0500	PROJECT BUDGET		.00	0	.00	14,450	28,900
0515	PAYMENT ON LOAN PRINCIPAL		.00	0	14,403.64	0	0
=====							
DEPT 30	TOTALS		.00	0	14,403.64	14,450	28,900
=====							
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						
=====							
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
=====							

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 FUND 03 CONSTRUCTION FUND

		ACTUAL	BUDGET			
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====						
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		.00	0	14,403.64	14,450	28,900
=====						
FUND 03 TOTALS		16,227.38-	21,291-	140,800.74-	198,460-	726,600-
=====						

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FUND 05 PUBLIC BENEFIT FUND

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		77.06-	46-	395.79-	460-	550-
=====							
DEPT 05	TOTALS		77.06-	46-	395.79-	460-	550-
=====							
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		77.06-	46-	395.79-	460-	550-
=====							

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 FUND 54 SPECIAL ASSESSMENT NO. 54

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
DEPT 05	REVENUES						
DEPT 05 TOTALS			.00	0	.00	0	0
DEPT 91	SA EXPENSE						
DEPT 91 TOTALS			.00	0	.00	0	0
FUND EXPENSE TOTAL			.00	0	.00	0	0
FUND 54 TOTALS			.00	0	.00	0	0

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FUND 55 SPECIAL ASSESSMENT NO. 55

		ACTUAL	BUDGET			
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
DEPT 05	REVENUES					
DEPT 05 TOTALS		.00	0	.00	0	0
DEPT 91	SA EXPENSE					
DEPT 91 TOTALS		.00	0	.00	0	0
FUND EXPENSE TOTAL		.00	0	.00	0	0
FUND 55 TOTALS		.00	0	.00	0	0

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FUND 56 SPECIAL ASSESSMENT NO. 56

		ACTUAL	BUDGET			
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
=====						
DEPT 05	REVENUES					
3008	INTEREST ON ASSESSMENTS	.00	0	310.31-	0	0
=====						
DEPT 05	TOTALS	.00	0	310.31-	0	0
=====						
DEPT 91	SA EXPENSE					
=====						
DEPT 91	TOTALS	.00	0	.00	0	0
=====						
FUND	EXPENSE TOTAL	.00	0	.00	0	0
=====						
FUND 56	TOTALS	.00	0	310.31-	0	0
=====						

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FUND 57 SPECIAL ASSESSMENT NO. 57

		ACTUAL	BUDGET			
	COST	CURRENT	CURRENT	ACTUAL	BUDGET	TOTAL
NUMBER	DESCRIPTION	MONTH	MONTH	Y-T-D	Y-T-D	BUDGET
DEPT 05	REVENUES					
DEPT 05	TOTALS	.00	0	.00	0	0
DEPT 91	SA EXPENSE					
DEPT 91	TOTALS	.00	0	.00	0	0
FUND	EXPENSE TOTAL	.00	0	.00	0	0
FUND 57	TOTALS	.00	0	.00	0	0

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 FUND 58 SPECIAL ASSESSMENT NO. 58

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3008	INTEREST ON ASSESSMENTS		.00	0	377.35-	0	0
=====							
DEPT 05	TOTALS		.00	0	377.35-	0	0
=====							
DEPT 91	SA EXPENSE						
=====							
DEPT 91	TOTALS		.00	0	.00	0	0
=====							
FUND	EXPENSE TOTAL		.00	0	.00	0	0
=====							
FUND 58	TOTALS		.00	0	377.35-	0	0
=====							

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FUND 71 SEWER EXTENSIONS ESCROW

NUMBER	DESCRIPTION	COST	ACTUAL CURRENT MONTH	BUDGET CURRENT MONTH	ACTUAL Y-T-D	BUDGET Y-T-D	TOTAL BUDGET
=====							
DEPT 05	REVENUES						
3007	INTEREST ON INVESTMENTS		15.30-	0	78.55-	0	0
=====							
DEPT 05	TOTALS		15.30-	0	78.55-	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		15.30-	0	78.55-	0	0
=====							

GENERAL MANAGER'S REPORT TO EMPLOYEES

February 15, 2019

WWTC Operations Data – January

The DMR for January indicates that the final effluent averaged 0.9 mg/l CBOD, 0.6 mg/l suspended solids and 0.34 mg/l ammonia nitrogen over a daily average flow of 11.06 MGD. There were no permit excursions in January.

Financial Data – January

In January, the District received \$715,572 in the General fund, including \$270,472 in user charges, 38,579 in surcharges and \$352,090 in monthly fees. General fund expenses totaled \$533,271. The Improvement fund had revenues of \$1,484 and expenses of \$0. The Construction fund had revenues of \$3,633 and expenses of \$0.

Sewer Permits – January

There were 9 sewer permits issued in January – 7 single family and 2 disconnections.

Five Year Financial Plan and Appropriation Ordinance

At the February 12 meeting, the Board reviewed the Five Year Financial Plan for Fiscal Years 2019-20 to 2023-24. There is an anticipated \$0.05 increase in the FY 19-20 budget for the user fee and the monthly service fee will increase by \$1.00 to \$17.00 per month. The FY 19-20 budget and the Appropriation Ordinance which sets spending limits for budget categories will be presented for Board approval at the March 19 Board meeting.

CPR, First Aid and AED Training

CPR and AED Training dates have been selected and a sign-up sheet will be distributed next week.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and the recent installation of a bolt-down cover at 1-M-049. Regular flow monitoring continues.

Status of Projects

1) Westmont Alley Sewer Replacement

The project consists of alley sewer replacement work in the 1-K-028 drainage area, in the vicinity of Lincoln St and Grant St between Naperville Rd and Burlington Ave. Uno Construction is developing a plan to correct sagged sections of new pipe that did not pass post-construction testing requirements.

2) 001 Outfall Pipe Repair

Baxter & Woodman has been assigned survey and geotechnical work to design the repairs needed for the sagged section of the outfall pipe that carries effluent flow to the East Branch of the DuPage River. Geotechnical work will be conducted once approval is obtained from BNSFRR and weather permits.

3) WWTC WAS Mechanical Thickening

Baxter & Woodman has begun design of the installation of a mechanical sludge thickener to be located in the digester 4-5 control building.

4) 2019-20 Sewer Rehabilitation

Baxter & Woodman has begun design of a sewer lining project for a length of large sewer along Warren Avenue in Downers Grove.

GENERAL MANAGER'S REPORT TO EMPLOYEES

March 1, 2019

Revisions to Employee Pay Stub

Hourly employees will find attached their pay stub for the payroll ending February 23. We made some changes to the format of the pay stub, deleting blank spaces and re-organizing the remaining information.

Employee Anniversaries

Congratulations to Dwayne Carpenter for 15 years of service as of February 17 and Jeff Barta for 35 years of service as of February 21.

Personnel

We are currently advertising for a part-time accounting assistant position. Please direct all interested persons for this position to submit an application to Clay. Additional information is available on the District's website, <https://www.dgsd.org/opportunities/>.

Payroll Withholding Status

Employees are reminded that the Internal Revenue Service revised the tax tables starting with the 2018 tax year which may have impacted your tax liability when filing your taxes. Employees may wish to check and/or revise their current federal and state withholding forms with the District. The IRS does offer a withholding calculator online that can assist you in determining the appropriate withholding. The calculator can be found here: <http://apps.irs.gov/app/withholdingcalculator/>. Any inquiries regarding your current withholding status should go to Carly or Clay.

IMRF Rate of Return

Many of you should have received correspondence from the Illinois Municipal Retirement Fund (IMRF) announcing that its Board of Trustees has decided to lower the anticipated rate of return from IMRF investments from 7.50% to 7.25%. The employee's contribution rate remains at 4.50%. The change does, however, affect the Voluntary Additional Contribution (VAC) program. IMRF credits VAC interest on December 31 each year, based on the VAC in the member's account on January 1 of the same year. Interest credited on December 31, 2018, was 7.50%. Due to the change, annual interest will be credited at 7.25% starting on December 31, 2019.

CPR, First Aid and AED Training

The CPR and AED Training dates of Wednesday, March 6 and Friday, March 8 are still coming up.

Time Change – Spring Ahead

Daylight Savings Time begins at 2:00 am on Sunday, March 10. Clocks are turned forward one hour.

Group Health Insurance

We are currently soliciting proposals for renewal of our group medical insurance. Our dental, vision and life insurance benefits are still under contract through May 31, 2020.

TopHealth

The March issue of TopHealth is enclosed.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and the recent installation of a bolt-down cover at 1-M-049. Regular flow monitoring continues.

Status of Projects

1) Westmont Alley Sewer Replacement

The project consists of alley sewer replacement work in the 1-K-028 drainage area, in the vicinity of Lincoln St and Grant St between Naperville Rd and Burlington Ave. Uno Construction is developing a plan to correct sagged sections of new pipe that did not pass post-construction testing requirements.

2) 001 Outfall Pipe Repair

Baxter & Woodman has finally completed survey and geotechnical work, and is now able to complete the design of the repairs needed for the sagged section of the outfall pipe that carries effluent flow to the East Branch of the DuPage River. Construction permit applications for the County and the State are nearing completion.

3) WWTC WAS Mechanical Thickening

Baxter & Woodman has begun design of the installation of a mechanical sludge thickener to be located in the digester 4-5 control building.

4) 2019-20 Sewer Rehabilitation

Baxter & Woodman has begun design of a sewer lining project for a length of large sewer along Warren Avenue in Downers Grove.

GENERAL MANAGER'S REPORT TO EMPLOYEES

March 15, 2019

WWTC Operations Data – February

The DMR for February indicates that the final effluent averaged 1.8 mg/l CBOD, 1.4 mg/l suspended solids and 0.73 mg/l ammonia nitrogen over a daily average flow of 15.22 MGD. There were no permit excursions for the month.

Sewer Permits – February

There were 8 sewer permits issued in February – 5 single family, 1 repair and 2 disconnections.

Financial Data – February

In February, the District received \$526,127 in the General fund, including \$193,949 in user charges, \$21,189 in surcharges and \$275,601 in monthly fees. General fund expenses totaled \$610,395. The Improvement fund had revenues of \$6,100 and expenses of \$0. The Construction fund had revenues of \$16,227 and expenses of \$0.

Personnel

We are currently advertising for a part-time accounting assistant position. Please direct all interested persons for this position to submit an application to Clay. Additional information is available on the District's website, <https://www.dgsd.org/opportunities/>.

DuPage County River Sweep

DuPage County River Sweep 2019 is scheduled for Saturday, May 18 from 9:00 a.m. to noon. River Sweep is a county-wide stream clean-up conducted on an annual basis. The purpose of River Sweep is to encourage citizens and volunteer groups to help "sweep our rivers clean" by picking up debris in and along our waterways. Please let Clay or Alyssa know if you would like to join us for this important volunteer effort. Your family members are also welcome. There will be additional sign-up information in the next month.

Group Health Insurance

We are currently soliciting proposals for renewal of our group medical insurance. Our dental, vision and life insurance benefits are still under contract through May 31, 2020.

Sewer Rehabilitation/Infiltration and Inflow Removal

We are targeting the 1-K-028 area for private property inspections and I/I removal. We are also monitoring the area around the 1-M-049 manhole to evaluate flows in the vicinity and the recent installation of a bolt-down cover at 1-M-049. Regular flow monitoring continues.

Status of Projects

1) Westmont Alley Sewer Replacement

The project consists of alley sewer replacement work in the 1-K-028 drainage area, in the vicinity of Lincoln St and Grant St between Naperville Rd and Burlington Ave. Uno Construction is developing a plan to correct sagged sections of new pipe that did not pass post-construction testing requirements.

2) 001 Outfall Pipe Repair

Baxter & Woodman has finally completed survey and geotechnical work, and is now able to complete the design of the repairs needed for the sagged section of the outfall pipe that carries effluent flow to the East Branch of the DuPage River. Construction permit applications for the County and the State are in process.

3) WWTC WAS Mechanical Thickening

Baxter & Woodman has begun design of the installation of a mechanical sludge thickener to be located in the digester 4-5 control building.

4) 2019-20 Sewer Rehabilitation

Baxter & Woodman has nearly completed design of a sewer lining project for a length of large sewer along Warren Avenue in Downers Grove, and is coordinating construction with Village of Downers Grove Public Works.

DuPage River Salt Creek Workgroup Members and Executive Board

Agency Members (blue)/ Associate Members (gray):
Village of Addison • AECOM • City of Aurora • Village of Arlington Heights • Baxter & Woodman • Village of Bartlett
Village of Bensenville • Black & Veatch • Village of Bloomingdale • Village of Bolingbrook • The Conservation
Foundation • Village of Carol Stream • Christopher B. Burke Engineering • Village of Clarendon Hills • Clark-Dietz •
Donohue & Associates • Village of Downers Grove • Downers Grove Sanitary District • DuPage County • DuPage
County Health Department • City of Elmhurst • Elmhurst-Chicago Stone Company • Engineering Resource Associates •
Forest Preserves of Cook County • Forest Preserve District of DuPage County • Geosyntec Consultants • Glenbard
Wastewater Authority • Village of Glen Ellyn • Village of Glendale Heights • Village of Hanover Park • Hey &
Associates • Village of Hinsdale • Village of Hoffman Estates • Huff & Huff • Illinois Department of Transportation
Illinois State Toll Highway Authority • Village of Itasca • K-Tech Specialty Coatings • Village of Lisle • Lisle Township
Highway Dept. • Village of Lombard • Metropolitan Water Reclamation District of Greater Chicago • Monroe Truck
Equipment • The Morton Arboretum • City of Naperville • Naperville Park District • Naperville Township Road Dist.
City of Northlake • Village of Oakbrook • City of Oakbrook Terrace • Village of Palatine • Prairie Rivers Network
Robinson Engineering • Village of Roselle • Salt Creek Sanitary District • Salt Creek Watershed Network • Village of
Schaumburg • Sierra Club, River Prairie Group • Strand Associates • Trotter & Associates • V3 Companies • Village of
Villa Park Walter E. Deuchler Associates • City of Warrenville • City of West Chicago • Village of Westchester • Village
of Western Springs • Village of Westmont • City of Wheaton • Wheaton Sanitary District • Village of Winfield •
City of Wood Dale • Village of Woodridge • York Township Highway Department

Executive Board

President Dave Gorman, Village of Lombard
Vice President Susan Baert, Wheaton Sanitary District
Secretary/Treasurer Rick Federighi, Village of Addison
Members At Large Jim Knudson, Village of Carol Stream
Nick Menninga, Downers Grove Sanitary District
Steven Zehner, Robinson Engineering, Ltd.
Mary Beth Falsey, DuPage County Stormwater Management

Committee Chairs

Monitoring Jennifer Hammer, The Conservation Foundation
Salt Creek Dennis Streicher, Sierra Club-River Prairie Group
East Branch DuPage Larry Cox, Downers Grove Sanitary District
West Branch DuPage Erik Neidy, Forest Preserve District of DuPage County

Staff

Director of Watershed Protection Stephen McCracken, The Conservation Foundation
Watershed Project Manager Deanna Doohaluk, The Conservation Foundation
Administrator Nancy Cinatl, The Conservation Foundation
Watershed Education & Outreach Manager Monica Rockstroh, The Conservation Foundation



DuPage River Salt Creek Workgroup

10S404 Knoch Knolls Road
Naperville, IL 60565



DuPage River Salt Creek Workgroup

Winter 2019

Letter from the President

Dear Readers:

Chlorides are increasingly in the regulatory spotlight. Deicing operations are a necessity in our region yet they unavoidably increase chloride runoff into wetlands, ponds, and rivers. Chlorides, as well as corroding our built infrastructure, are a primary stressor to aquatic life which underpins much of our NPDES permit regulations. Although the DRSCW is busy on many fronts this newsletter focuses solely on bringing you up to speed on the latest chloride initiatives in Northeastern Illinois.

Encouragingly, the implementation of chloride best management practices (BMPs) is expanding beyond typical municipal operations to the parking lots and sidewalks of industries, businesses, schools, and park districts. There is also an effort by municipalities in the Lower Des Plaines River watershed to obtain regulatory relief from the current chloride water quality standard by joining the so-called “Chloride Variance”. Elements of both are covered inside.

We hope to see you at our annual meeting on February 27, 2019 to learn more about our work with chlorides and additional efforts to improve water and stream quality in the West Branch DuPage River, East Branch DuPage River and Salt Creek watersheds.

-David Gorman, President



Let’s make over-salting
a thing of the past!

New Chloride Regulations on Private Industrial Facilities

Recent moves by the IEPA in regard to the ILR00 General Storm Water Permit for Industrial Activities suggest that the agency will be increasing the use of its NPDES permit authority to implement storm water controls for pollutants with TMDLs or 303 (d) listings. The ILR00 Permit covers storm water runoff from many industrial facilities where materials and equipment may be exposed to storm water. The 2017 permit requires that the site operator document in their Storm Water Pollution Prevention Plan (SWPPP) if the stream to which they discharge storm water is listed on the 303(d) list of impaired waters or has an approved TMDL. If a facility is releasing a TMDL or a 303(d) pollutant in its storm water than the facility must take additional steps to address the impairments.

For receiving streams with an approved TMDL for chloride, the ILR00 requires all holders of the permit to evaluate and implement ways to reduce chloride (salt) runoff from their facilities. These requirements could affect as many as 35 private industrial facilities within the DRSCW watersheds. Other public entities such as Publically Owned Treatment Works may also be subject to these requirements. How the chloride reductions are made would vary depending on if the facilities hire a contractor or self-perform snow and ice removal.

- If hiring a contractor, the contract should reflect the practices and documentation necessary (visit <https://drscw.org/wp/sidewalks-and-parking-lots/> for a model contract). The contractor could also be required to attend one of the sensible salting workshops in the region.
- If self-performing, a winter facility plan should be developed setting service levels for the complex. Application rates should be reviewed (see link above). All salt storage of materials should be covered with an impervious cover and kept away from storm drains or areas of surface flow. All practices should be documented. Staff may be required to attend a sensible salting workshop.
- Monitoring for chlorides at the facilities outfall may be also required.

For industrial facilities that discharge to an impaired water where there is not an approved TMDL, the ILR00 requires these facilities to monitor chlorides at each outfall a minimum of one time per year.

Chloride Variance – Important Update for Members Partially in the Lower Des Plaines River Watershed

NPDES permit holders, including municipal, industrial, MS4s, and transportation agencies, that discharge to the Chicago Area Waterway System (CAWS) and the Lower Des Plaines River watersheds are seeking a time-limited water quality standard (TLWQS) for chlorides from the Illinois Pollution Control Board (IPCB). This is more commonly referred to as the Chloride Variance. If approved by the IPCB, the TLWQS will not change the chloride Water Quality Standard of 500 mg/L but provide the permitted dischargers 15-years to implement chloride Best Management Practices (BMPs) as means of meeting the chloride standard. The Joint Submittal Petition, prepared principally by the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC), provided details on the need for the TLWQ, required chloride reduction BMPs, and reporting requirements.

The Illinois Environmental Protection Agency (IEPA) is encouraging all permit holders located in the CAWS and Lower Des Plaines River watersheds to become signatories to the Petition. Several of our DRSCW members have portions of their jurisdictions that fall within the Lower Des Plaines River watershed. See Table 1 for DRSCW municipalities with area in the CAWS/Des Plaines River Watershed. **Based on discussions with the IEPA, the DRSCW is recommending that these members file a Notice of Filing/Certificate of Service with the IPCB and sign-on to the Petition for the area located within the Lower Des Plaines River watershed.** Failure to participate in the Petition could result in being found in violation of your ILR40 Permit: General NPDES Permit for Small Municipal Separate Storm Sewers (Part III. D).

More information on the Chloride TLWQS and the documents filed by MWRDGC with the IPCB can be found at: <https://pcb.illinois.gov/Cases/GetCaseDetailsById?caseId=15206>.

Bellwood	Franklin Park	Northlake
Bensenville	Hinsdale	Stone Park
Bolingbrook	LaGrange	Western Springs
Broadview	Lyons	Westmont
Brookfield	Maywood	Wood Dale
Clarendon Hills	Melrose Park	Woodridge
Darien	North Riverside	

Table 1. DRSCW municipalities with area in the CAWS/Des Plaines River Watershed

Fox Valley Park District Reduces Salt Usage by 40%
Jim Schmidt, West Maintenance Supervisor, Fox Valley Park District

After attending the DRSCW deicing workshops in 2015, the Fox Valley Park District staff was inspired to launch an initiative to reduce the amount of salt they used to safely maintain access to their facilities during winter snow and ice events. Fox Valley Park District (FVPD) manages seven facilities (three of which are community centers), and a number of parking lots for trailheads and dog parks. In particular, staff provides winter maintenance services to the Vaughan Athletic Center, which has approximately 10,000 square feet of walkways. In 2015 staff was exclusively using dry rock salt on all of these surfaces.

In 2016 staff shifted to pretreating walkways. A brine and beet juice mixture was applied with an application system staff built themselves after a few trips to Home Depot to identify equipment that could be adapted for this use. Implementing pretreatment reduced the amount of material used to remove ice once it had formed. During the winter of 2017 staff extended this anti-icing activity to Park District parking lots.

Also in 2017, staff began pre-wetting salt for use during storms which allowed further reductions in salt usage. Along with the changes in materials, the Park District purchased an additional sweeper and a hand sweeper unit. Staff was resourceful and even used existing backpack leaf blowers to remove light snow accumulations. The diligent use of mechanical snow and ice removal with plows, blowers and sweepers has been key to lowering salt use while maintaining existing levels of service.

Staff estimates that they have cut their salt usage by as much as 40% and even noted a reduction of reported slips and falls in the 2017-2018 winter season. This means less spending on material, less infrastructure degradation, less salt ending up in our rivers, and maintaining safe conditions for residents utilizing Park District facilities.



Sweeper, which has proven very effective on sidewalks

Alternative Cutting Edges
Scott Weber, Streets and Forestry Supervisor, Village of Hanover Park

Snow removal has rapidly evolved during the last ten years. At Hanover Park a primary focus has been to maintain or even improve our level of service while also reducing the amount of chlorides used. Doing all of the right things by using liquids, reducing application rates, and following materials Best Management Practices just isn't enough anymore.

We decided to look at options in cutting edges because after all, better removal equals less salt needed. The old standard carbon steel blades wear unevenly and don't conform well to our ever changing pavement conditions. These conditions create a trailing of snow after the plow passes and requires additional passes or material used. This all costs us more money to clear the same amount of snow.

In 2015, we chose to experiment with carbide sectional cutting edges. These cutting edges are encased in rubber allowing the blade sections to float which conforms to uneven pavement, promotes better uniform wear, and better clearing of the pavement. Over the last three seasons of testing, our findings have proven that the Carbide Sectional blades have outperformed the Carbon Steel blades four to one with regards to wear rates. For material alone the breakeven cost is four to one, this does not take in to account the Fleet Departments cost savings because of the reduced frequency of changing blades. Additionally, these blades greatly reduce vibration and noise levels inside the cab of the truck making a much better work environment for my operators. We noticed a noise reduction of as much as 10 decibels from the front plow and under body scraper on our trucks compared to running carbon steel blades. The greatest reduction of noise and vibrations was made in the use of the sectional Carbide system on our under body scraper, compared to front plow only. This greatly reduces the operators' risk of fatigue and hearing damage due to exposure.

Better wear, better clearing, better conditions for our operators with less salt used seems pretty clear to us.



This is an old mild steel set up, showing the uneven wear causing a trailing of snow condition and sub optimal driving conditions.



The new style sectional blade contours the pavement much better, leaving a cleaner plowed surface.

Board of Trustees
Wallace D. Van Buren
President

Amy E. Sejnost
Vice President

Paul W. Coultrap
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
Nicholas J. Menninga

Legal Counsel
Michael G. Philipp

Providing a Better Environment for South Central DuPage County

March 15, 2019

Ms. Amy Dragovich
Permit Section
Division of Water Pollution Control
Illinois Environmental Protection Agency
1021 North Grand Avenue East
P.O. Box 19276
Springfield, Illinois 62794-9276

Subject: Downers Grove Sanitary District – Wastewater Treatment Center Phosphorus Discharge Optimization Plan (NPDES Permit No. IL0028380, Special Condition 16, Paragraph 6) – 2019 Status Report

Dear Ms. Dragovich:

Special Condition 16 of permit IL0028380 requires the Downers Grove Sanitary District to submit an annual progress report on its Phosphorus Discharge Optimization Plan (PDOP). The PDOP, submitted in July, 2017, evaluates source reduction measures, operational improvements, and minor low cost facility modifications to optimize reductions in phosphorus discharges from the wastewater treatment facility. This letter serves as the District's 2019 PDOP annual progress report, in compliance with Special Condition 16, Paragraph 6. This report is due before March 31, 2019.

WWTC Phosphorus Performance

WWTC phosphorus monitoring for calendar year 2018 is summarized in the following table:

	INFLUENT		EFFLUENT		FRACTION REMOVED
	CONCN mg/l	LOAD lbs/day	CONCN mg/l	LOAD lbs/day	
Jan-18	4.74	395	2.81	240	0.39
Feb-18	4.82	427	2.16	179	0.55
Mar-18	5.96	498	2.17	175	0.62
Apr-18	5.15	466	2.17	195	0.55
May-18	4.59	493	2.49	274	0.40
Jun-18	3.79	406	1.88	192	0.52
Jul-18	8.27	509	3.70	232	0.54
Aug-18	8.84	599	3.52	245	0.60
Sep-18	5.31	400	2.42	197	0.54
Oct-18	6.11	450	2.61	209	0.55
Nov-18	3.95	387	2.03	196	0.48
Dec-18	3.66	345	1.83	165	0.50
Average	5.43	448	2.48	208	0.52
Maximum	8.84	599	3.70	274	0.62
Minimum	3.66	345	1.83	165	0.39

WWTC Influent Reduction Measures

The District prepared and sent letters to five users in March, 2018, requesting a phosphorus reduction plan. A sample of this letter is attached. The users included three small local brewers and two food processing plants.

Responses were received from all five users. Each user reported nominal existing use of phosphorus-containing products, and no ability to identify any significant reduction in phosphorus use or discharge.

Previous monitoring of these users indicated nominal phosphorus in their sewage discharge. Any reductions that might have been achieved would have been on a scale far too small to detect any change in influent monitoring at the WWTC.

Follow-up sampling will be conducted at these five users to compare with previous phosphorus monitoring results obtained at these locations.

WWTF Effluent Reduction Measures

Sidestream Enhanced Biological Phosphorus Removal

Since submittal of the 2018 PDOP update report, the activated sludge portion of the plant remains operating in a configuration to attempt sidestream enhanced biological phosphorus removal.

Between June and September, high-strength waste was added to the anaerobic zone in an attempt to address apparent carbon deficiency in the process. Carbon (ffCOD) loading to the tanks averaged about 275 lbs/day during the 4-month trial, with loadings ranging as high as 960 lbs/day. Phosphorus removal across the plant throughout the trial was similar to levels experienced before the trial. Comparison with phosphorus removal performance for the same period the previous year revealed a moderate performance improvement with the carbon addition, but not significant enough to clearly delineate a causal relationship, given other variability in plant operations. The trial was ended at the end of September when sludge inventory and settleabilities began to increase with colder weather approaching.

A hand-held ORP probe was purchased to monitor anoxic and anaerobic activity for improved understanding and control of the EBPR process. ORP data was collected at various locations in the aeration and sidestream anaerobic tanks to characterize various zones as aerobic, anoxic and anaerobic. No clear correlations between de-nitrification, phosphorus removal, and ORP data was identified.

For the coming year, we expect to attempt using primary sludge additions to the anaerobic zone as a carbon source. We are also considering locating and importing seed sludge from a working EBPR plant.

We trust that this letter report satisfies the requirements in Special Condition 16 for a PDOP status report. If you have any questions or comments, please contact me at the above address and phone.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Nick Menninga', with a stylized, flowing script.

Nick Menninga
General Manager

C: Board of Trustees
Stephen McCracken, DRSCW

Dear _____:

The Downers Grove Sanitary District provides your sewage treatment service. We are required by the State of Illinois to take measures to reduce phosphorus in the wastewater collected and treated in our system.

Recently, our inspector visited your facility and determined that there may be some potential for phosphorus reduction at your facility. Cleaning and/or sanitizing agents used at your facility that are discharged to the sanitary sewer may contain phosphorus. There may be some opportunity to find alternate cleaning or sanitizing agents that do not contain phosphorus, or to otherwise minimize the discharge of phosphorus into the sanitary sewer.

We are hereby asking you to conduct an evaluation of your operation to determine if this sort of phosphorus reduction is feasible, and develop a plan to implement the measures needed to make those reductions. We are asking that these measures be implemented by August 1, 2018.

We intend to collect your phosphorus reduction evaluation and plan for our records. Please submit a report documenting these activities to the above address to the attention of Reese Berry, Laboratory Supervisor, no later than August 1, 2018.

Your participation in this effort will help reduce phosphorus pollution and control future costs to provide advanced treatment at our facilities.

Feel free to contact me at the above address and phone with any questions or concerns regarding this matter.

Very Truly Yours

Nick Menninga

General Manager