

# Executive Director / CFO Report

February 21, 2024

## Safety and Training

As of February 16, 2024, Sanitary District employees have worked 2037 days since the last lost time accident and 1025 days since the last recordable injury. The 2023 employee safety award was distributed to staff this month.

## Anniversary, Awards and Recognitions

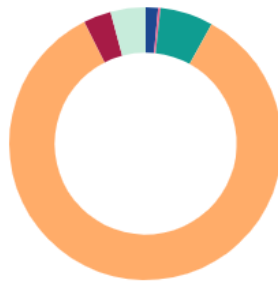
Vincent McCauley 26 Years  
Kyle Stewart 9 Years

## Labor Management

A Labor Management meeting was held on February 12, 2024. Trustee Smallwood was the Board Representative. The agenda included discussion about modification of the absence and tardy policy to address severe weather conditions, the CDL trainer program and scheduling of all employee meetings and gatherings.

## Investment Summary

### ASSET ALLOCATION



- 1.46% SHORT TERM INVESTMENTS
- 0.29% U S TREASURY BILLS
- 6.27% CERTIFICATES OF DEPOSIT
- 84.57% U S GOVERNMENT OBLIGATIONS
- 3.26% MORTGAGE BACKED SECURITIES
- 4.15% COLLATERALIZED MORTGAGE OBLIGATIONS

### INVESTMENT SUMMARY

**\$50,575,304.<sup>07</sup>**

Total Market Value

**-\$367.<sup>90</sup>**

Year to Date Long Term Gain/Loss

**Sole**

Investment Authority

**\$51,259,075.<sup>05</sup>**

Total Cost

**\$0.<sup>00</sup>**

Year to Date Short Term Gain/Loss

**Income - 0 Eq 100 Fi**

Investment Objective

### **Financial Summary as of 1/31/24**

- ❖ Cash balances, all funds \$ 28,747,898.77
- ❖ Investment balances, all funds \$ 58,956,213.81
- ❖ Operation revenue is more than expense by \$ 6,125,481.38 and total revenue is more than expenses from all sources by \$ 8,569,198.11.

### **Budget Review**

The budget review meeting with the Board will be held on Wednesday March 6, 2024 at 5:30PM. The first draft of the Budget will be distributed to the Board by February 27.

### **Financial Advisor**

The District is starting to get some more precise costing information about the improvements needed to comply with the nutrient limits. Developing the method for paying for the improvements will require some rather complex contracts and debt structuring. While the District is getting some guidance regarding industrial pretreatment customers from Jacobson as a subcontractor to Black & Veatch, the District should begin looking for a Financial Advisor and potentially a user fee consultant to help develop financing and equitable payment structures to fund the required investments.

### **District Hotline 447-CALL-SDD**

The new District Hotline number was established and routed into the automated attendant. We also updated the auto attendant so afterhours callers can be connected directly to the on-duty Plant Operator without needing to hang up and dial a different number. The existing phone number is still active and it has also had the routing updated. All auto attendant recordings have been recorded with current information.

A press release was distributed and the Executive Director was interviewed by WAND. All collection system facilities will have new signs installed that will have the new easier to remember phone number.

### **Public Relations Update**

DCC marketing has provided a year in review document that is included at the end of this report. We are working on the renewal of the agreement and plan to present it for Board consideration in March.

Please forward any questions or comments to:

Kent D Newton – PH. 422-6931 (X-213) [kentn@sddcleanwater.org](mailto:kentn@sddcleanwater.org)

**SANITARY DISTRICT OF DECATUR  
BALANCE SHEET  
For the Period Ending January 31, 2024**

ACCOUNT	DESCRIPTION	FUND 10	FUND 20	FUND 25	FUND 28	FUND 40	FUND 50	FUND 55	FUND 60	FUND 70	FUND 75	TOTAL
		GENERAL	CAPITAL CONTINGENCY	PUBLIC BENEFIT	ANNEXATION	REPLACEMENT	DEBT SERVICE	CONSTRUCTION	COMPLIANCE	IMRF	WATER QUALITY	
<b>ASSETS</b>												
100000	CASH											
100010	PETTY CASH	100.00										100.00
100030	GENERAL ACCOUNT	19,599,734.26	393,970.63	882,429.95	111,382.23	63,980.96	(2,639,027.02)	(2.92)	2,059,284.35	658,082.27	651.70	21,130,486.41
100041	SDD RETAINAGE ACCOUNT	10,000.69										10,000.69
100043	HICKORY POINT BANK MM	(25,292.69)	13,431.55		4,561.40	95,538.07	4,901.13		10,420.05			103,559.51
100045	BUSEY SECTION 125 ACCOUNT	38,148.21										38,148.21
100046	HICKORY POINT BANK CD	7,697,138.76										7,697,138.76
100049	ILLINOIS TRUST MM	7,147,841.18	28,710.46		9,649.35	222,891.69	15,353.09		40,153.73			7,464,599.50
100050	SEWER USER ACCOUNT	780.85	21.81		7.49	164.86	10.53		18.91			1,004.45
100100	INVESTMENTS	(10,775,844.50)	5,070,511.14	219,181.66	1,669,843.06	43,133,437.61	5,685,906.76		6,374,659.74	(117,968.72)	(651.70)	51,259,075.05
100210	GENERAL ACCOUNTS RECEIVABLE	3,277,480.53										3,277,480.53
100400	PREPAID EXPENSES	33,738.45										33,738.45
<b>TOTAL ASSETS</b>		<b>27,003,825.74</b>	<b>5,506,645.59</b>	<b>1,101,611.61</b>	<b>1,795,443.53</b>	<b>43,516,013.19</b>	<b>3,067,144.49</b>	<b>(2.92)</b>	<b>8,484,536.78</b>	<b>540,113.55</b>		<b>91,015,331.56</b>
<b>LIABILITIES</b>												
200600	ACCOUNTS PAYABLE	(178.65)										(178.65)
200626	FLEX PAYABLE	36,306.44										36,306.44
200700	DUE TO CITY	818,656.61										818,656.61
200710	DUE TO CUSTOMERS	0.79										0.79
200720	DUE TO OROS	10,000.69										10,000.69
200730	RETAINAGE PAYABLE					8,616.45						8,616.45
<b>TOTAL LIABILITIES</b>		<b>864,785.88</b>				<b>8,616.45</b>						<b>873,402.33</b>
<b>FUND BALANCES</b>												
300900	FUND BALANCE	20,084,021.98	5,430,288.46	732,017.56	1,758,199.93	42,401,348.49	2,385,719.19	(2.92)	8,376,893.69	404,243.98		81,572,730.36
310900	FUND BALANCE - ILL LOAN CONST						0.76					0.76
<b>TOTAL FUND EQUITY</b>		<b>20,084,021.98</b>	<b>5,430,288.46</b>	<b>732,017.56</b>	<b>1,758,199.93</b>	<b>42,401,348.49</b>	<b>2,385,719.95</b>	<b>(2.92)</b>	<b>8,376,893.69</b>	<b>404,243.98</b>		<b>81,572,731.12</b>
<b>Beginning Fund Balance</b>												
		20,084,021.98	5,430,288.46	732,017.56	1,758,199.93	42,401,348.49	2,385,719.95	(2.92)	8,376,893.69	404,243.98		81,572,731.12
<b>Net of Revenues Vs Expenditures</b>												
		6,055,017.88	76,357.13	369,594.05	37,243.60	1,106,048.25	681,424.54		107,643.09	135,869.57		8,569,198.11
<b>Ending Fund Balance</b>												
		26,139,039.86	5,506,645.59	1,101,611.61	1,795,443.53	43,507,396.74	3,067,144.49	(2.92)	8,484,536.78	540,113.55	-	90,141,929.23
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>		<b>27,003,825.74</b>	<b>5,506,645.59</b>	<b>1,101,611.61</b>	<b>1,795,443.53</b>	<b>43,516,013.19</b>	<b>3,067,144.49</b>	<b>(2.92)</b>	<b>8,484,536.78</b>	<b>540,113.55</b>	<b>-</b>	<b>91,015,331.56</b>

**STATE REPLACEMENT TAX  
FISCAL YEAR 2023-2024  
1/31/2024**

Date	Amount Received	IMRF	Public Benefit	Water Quality	General
5/8/23	\$ 254,115.73	\$ 9,005.24	\$ 28,082.13	\$ 651.70	\$ 216,376.66
7/10/23	205,441.29				205,441.29
8/7/23	33,122.60				33,122.60
10/10/23	170,282.22				170,282.22
12/8/23	52,847.23				52,847.23
1/8/24	116,861.31				116,861.31
					-
					-
<b>Total</b>	<b>\$ 832,670.38</b>	<b>\$ 9,005.24</b>	<b>\$ 28,082.13</b>	<b>\$ 651.70</b>	<b>\$ 794,931.31</b>

70-00.00-402011 25-00.00-402011 75-00.00-402011 10-00.00-402011

**MACON COUNTY TAX  
FISCAL YEAR 2023-2024  
1/31/2024**

Date	Amount Received	Debt Service	IMRF	Public Benefit	Water Quality	General
7/14/23	\$ 2,055,570.26	\$ 1,269,931.31	\$ 78,111.67	\$ 286,135.38	\$ -	\$ 421,391.90
8/16/23	206,848.18	127,790.81	7,860.23	28,793.27	-	42,403.87
9/15/23	251,067.87	155,109.73	9,540.58	34,948.65	-	51,468.91
10/16/23	1,234,454.06	762,645.72	46,909.25	171,836.01	-	253,063.08
11/16/23	180,407.70	111,455.88	6,855.49	25,112.75	-	36,983.58
11/17/23	2,292.24	1,416.15	87.11	319.08	-	469.90
<b>Total</b>	<b>\$ 3,930,640.31</b>	<b>\$ 2,428,349.58</b>	<b>\$ 149,364.33</b>	<b>\$ 547,145.13</b>	<b>\$ -</b>	<b>\$ 805,781.24</b>

50-00.00-402001 70-00.00-402001 25-00.00-402001 75-00.00-402001 10-00.00-402001

**SANITARY DISTRICT OF DECATUR**

**CASH & INVESTMENTS**

**1/31/2024**

**CASH**

ACCOUNT TYPE	PURCHASE DATE	AMOUNT PURCHASED	FY24 BEGINNING BALANCE	FY24 INTEREST RECEIVED	DEPOSITS (WITHDRAWALS)	CURRENT BALANCE	TOTAL INTEREST SINCE PURCHASE	PERIODIC PERCENT RATE	ANNUAL PERCENT RATE	ACCOUNT NAME
Money Mrkt	3/29/2019	\$ 3,752,792.64	\$ 7,662,562.71	\$ 3,559.51	\$ (7,562,562.71)	\$ 103,559.51	\$ 149,192.05	0.2712%	3.25%	Hickory Point MM
Cash	NA	NA	20,695,569.66	229,971.59	204,945.16	21,130,486.41	NA	0.1292%	1.55%	General Account
<b>Total</b>		<b>\$ 3,752,792.64</b>	<b>\$ 28,358,132.37</b>	<b>\$ 233,531.10</b>	<b>\$ (7,357,617.55)</b>	<b>\$ 21,234,045.92</b>	<b>\$ 149,192.05</b>			

**INVESTMENTS**

DUE DATE	PURCHASE DATE	AMOUNT PURCHASED	FY24 BEGINNING BALANCE	FY24 INTEREST RECEIVED	TRANSFERS	CURRENT BALANCE	TOTAL INTEREST SINCE PURCHASE	PERIODIC PERCENT RATE	ANNUAL PERCENT RATE	PURCHASED FROM
-	1/31/2020	-	7,171,084.18	293,515.32	-	7,464,599.50	464,599.50	0.4576%	5.49%	Illinois Trust
10/3/2023	5/3/2023	7,562,562.71	-	134,576.05	7,562,562.71	7,697,138.76	134,576.05		4.90%	Hickory Point CD
<b>Total</b>		<b>\$ -</b>	<b>\$ 7,171,084.18</b>	<b>\$ 293,515.32</b>	<b>\$ -</b>	<b>\$ 7,464,599.50</b>	<b>\$ 464,599.50</b>			

SANITARY DISTRICT OF DECATUR  
Asset Detail As of 1/31/2024

Description	Rate	Maturity	Price	Units	Tax Cost	(Premium) / Discount	Market Value	Unrealized G/L	Est Annual Income
AMERICAN EXPRESS NATL BK	4.85%	11/25/2024	99.98	225,000	225,450	(450)	224,964	(486)	10,913
BANK OF NEW ENGLAND SALEM NEW HAMP	2.85%	2/15/2024	99.90	245,000	244,755	245	244,755	0	6,983
BMW BK	4.65%	6/23/2026	100.62	245,000	245,000	0	246,517	1,517	11,393
BRISTOL MORGAN BANK OAKFIELD WIS	2.75%	2/26/2024	99.85	230,000	230,000	0	229,648	(352)	6,325
CAPITAL ONE	4.70%	6/22/2026	100.73	245,000	245,000	0	246,786	1,786	11,515
CITY NATL BK LOS ANGELES CALIF	4.90%	11/24/2025	100.61	250,000	250,313	(313)	251,535	1,223	12,250
DISCOVER BK	4.70%	6/23/2026	100.76	245,000	245,000	0	246,850	1,850	11,515
FEDERAL FARM CREDIT BANK	4.00%	4/20/2033	97.43	550,000	496,870	53,130	535,849	38,979	22,000
FEDERAL FARM CREDIT BANKS	3.10%	2/17/2032	92.16	580,000	495,088	84,912	534,522	39,434	17,980
FEDERAL FARM CREDIT BANKS	3.25%	7/28/2032	92.93	580,000	498,153	81,847	538,965	40,812	18,850
FEDERAL HOME LOAN BANKS	4.88%	9/12/2031	103.18	500,000	488,450	11,550	515,880	27,430	24,375
FEDERAL HOME LOAN MTG CORP	1.50%	2/25/2051	82.32	1,261,258	1,269,296	(8,038)	1,038,304	(230,992)	18,919
FEDERAL HOME LOAN MTG CORP	1.50%	9/1/2036	87.52	1,153,406	1,165,476	(12,071)	1,009,461	(156,016)	17,301
FEDERAL NATL MTG ASSN	2.50%	7/1/2036	92.18	693,901	725,235	(31,334)	639,666	(85,569)	17,348
FIRST NATIONAL BANK OF AMERICA EAST LANSING	2.85%	3/28/2024	99.62	245,000	245,000	0	244,076	(924)	6,983
FIRST PREMIER BANK SIOUX FALLS	2.70%	3/28/2024	99.61	245,000	245,000	0	244,035	(965)	6,615
GEORGIA BANKING COMPANY	4.95%	3/27/2026	101.01	245,000	245,000	0	247,467	2,467	12,128
GOLDMAN SACHS FINANCIAL SQUARE TREASURY SOLUTIONS INSTITUTIONAL CLASS	5.24%		100.00	738,698	738,698	0	738,698	0	38,708
GOVERNMENT NATL MTG ASSN	1.75%	9/20/2051	86.83	1,222,755	1,243,771	(21,016)	1,061,661	(182,111)	21,398
ISRAEL DISCOUNT BANK OF NEW YORK	4.80%	4/26/2024	99.92	250,000	249,975	25	249,790	(185)	12,000
THE BANK OF NEW YORK MELLON CORP	5.00%	3/21/2025	100.20	245,000	245,000	0	245,497	497	12,250
UBS BANK USA	4.65%	6/22/2026	100.66	245,000	245,000	0	246,624	1,624	11,393
UNITED STATES TREASURY	1.00%	12/15/2024	96.79	500,000	483,351	16,649	483,925	574	5,000
UNITED STATES TREASURY 1.75% NTS	1.75%	1/31/2029	90.33	220,000	198,071	21,929	198,722	651	3,850
UNITED STATES TREASURY 2.5% NTS	2.50%	5/31/2024	99.09	250,000	249,290	710	247,735	(1,555)	6,250
UNITED STATES TREASURY 2.875% NTS	2.88%	6/15/2025	97.90	2,500,000	2,443,202	56,798	2,447,550	4,348	71,875
UNITED STATES TREASURY 3% NTS	3.00%	7/15/2025	98.01	500,000	497,004	2,996	490,040	(6,964)	15,000
UNITED STATES TREASURY	3.50%	9/15/2025	98.65	675,000	665,366	9,634	665,874	508	23,625
UNITED STATES TREASURY BDS	5.25%	11/15/2028	105.77	150,000	178,272	(28,272)	158,649	(19,623)	7,875
UNITED STATES TREASURY BDS	5.38%	2/15/2031	109.31	150,000	190,136	(40,136)	163,958	(26,178)	8,063
UNITED STATES TREASURY BDS	6.25%	5/15/2030	112.75	150,000	194,022	(44,022)	169,131	(24,891)	9,375

SANITARY DISTRICT OF DECATUR  
Asset Detail As of 1/31/2024

Description	Rate	Maturity	Price	Units	Tax Cost	(Premium) / Discount	Market Value	Unrealized G/L	Est Annual Income
UNITED STATES TREASURY BILL	0%	7/5/2024	97.84	150,000	146,250	3,750	146,753	502	0
UNITED STATES TREASURY NOTE	0.38%	11/30/2025	93.20	150,000	148,532	1,468	139,793	(8,740)	563
UNITED STATES TREASURY NOTE	1.13%	1/15/2025	96.67	500,000	488,866	11,134	483,360	(5,506)	5,625
UNITED STATES TREASURY NOTE	2.00%	4/30/2024	99.18	1,035,000	1,021,373	13,627	1,026,472	5,098	20,700
UNITED STATES TREASURY NOTE	2.13%	9/30/2024	98.16	575,000	569,746	5,254	564,397	(5,349)	12,219
UNITED STATES TREASURY NOTE	2.13%	11/30/2024	97.80	2,000,000	2,007,537	(7,537)	1,956,020	(51,517)	42,500
UNITED STATES TREASURY NOTE	2.63%	1/31/2026	96.99	1,310,000	1,271,085	38,915	1,270,543	(542)	34,388
UNITED STATES TREASURY NOTE	2.88%	5/15/2028	95.90	150,000	160,215	(10,215)	143,847	(16,368)	4,313
UNITED STATES TREASURY NOTES (B-2031)	1.13%	2/15/2031	83.38	925,000	897,291	27,709	771,293	(125,998)	10,406
UNITED STATES TREASURY NOTES	2.13%	5/31/2026	95.60	150,000	154,624	(4,624)	143,403	(11,221)	3,188
UNITED STATES TREASURY NOTES	0.50%	5/31/2027	89.25	150,000	146,746	3,254	133,881	(12,865)	750
UNITED STATES TREASURY NOTE	0.50%	10/31/2027	88.09	1,350,000	1,179,776	170,224	1,189,269	9,493	6,750
UNITED STATES TREASURY NOTES	0.63%	3/31/2027	90.07	225,000	201,885	23,115	202,667	782	1406.25
UNITED STATES TREASURY NOTES	0.63%	12/31/2027	88.09	120,000	103,892	16,108	105,708	1,816	750
UNITED STATES TREASURY NOTE	0.75%	1/31/2028	88.34	725,000	640,434	84,566	640,436	2	5,438
UNITED STATES TREASURY NOTES	1.00%	7/31/2028	88.10	725,000	638,716	86,284	638,740	24	7,250
UNITED STATES TREASURY NOTES	1.13%	10/31/2026	92.48	1,365,000	1,252,482	112,518	1,262,311	9,829	15,356
UNITED STATES TREASURY NOTES	1.25%	3/31/2028	89.82	225,000	201,234	23,766	202,086	852	2812.5
UNITED STATES TREASURY NOTES	1.25%	4/30/2028	89.62	710,000	632,369	77,631	636,309	3,940	8,875
UNITED STATES TREASURY NOTES	1.38%	10/31/2028	89.13	715,000	633,543	81,457	637,272	3,730	9,831
UNITED STATES TREASURY NOTES	1.38%	12/31/2028	88.83	285,000	243,500	41,500	253,160	9,659	3,919
UNITED STATES TREASURY NOTES	1.50%	1/31/2027	92.98	1,365,000	1,268,098	96,902	1,269,136	1,038	20,475
UNITED STATES TREASURY NOTES	1.50%	2/15/2025	96.79	1,000,000	951,003	48,997	967,850	16,847	15,000
UNITED STATES TREASURY NOTES	1.50%	8/15/2026	93.81	215,000	201,025	13,975	201,689	664	3225
UNITED STATES TREASURY NOTES	1.75%	3/15/2025	96.90	695,000	668,883	26,117	673,420	4,537	12,163
UNITED STATES TREASURY NOTES	1.75%	12/31/2026	93.86	120,000	111,289	8,711	112,627	1,338	2,100
UNITED STATES TREASURY NOTES	1.88%	7/31/2026	94.80	1,335,000	1,265,476	69,524	1,265,540	64	25,031
UNITED STATES TREASURY NOTES	2.00%	11/15/2026	94.66	150,000	154,443	(4,443)	141,984	(12,459)	3,000
UNITED STATES TREASURY NOTES	2.38%	4/30/2026	96.23	1,310,000	1,255,786	54,214	1,260,665	4,879	31,113
UNITED STATES TREASURY NOTES	2.38%	5/15/2029	92.79	150,000	157,160	(7,160)	139,190	(17,970)	3,563
UNITED STATES TREASURY NOTES	2.50%	2/28/2026	96.64	120,000	114,792	5,208	115,969	1,177	3,000
UNITED STATES TREASURY NOTES	2.63%	2/15/2029	94.20	665,000	623,652	41,348	626,423	2,772	17,456

SANITARY DISTRICT OF DECATUR  
Asset Detail As of 1/31/2024

Description	Rate	Maturity	Price	Units	Tax Cost	(Premium) / Discount	Market Value	Unrealized G/L	Est Annual Income
UNITED STATES TREASURY NOTES	2.63%	4/15/2025	97.72	2,500,000	2,431,633	68,367	2,443,075	11,442	65,625
UNITED STATES TREASURY NOTES	2.63%	12/31/2025	97.05	650,000	630,749	19,251	630,832	83	17,063
UNITED STATES TREASURY NOTES	2.75%	4/30/2027	96.26	1,310,000	1,257,255	52,745	1,260,980	3,725	36,025
UNITED STATES TREASURY NOTES	2.75%	7/31/2027	96.05	1,315,000	1,263,610	51,390	1,263,018	(592)	36,163
UNITED STATES TREASURY NOTES	2.88%	4/30/2029	95.15	655,000	622,676	32,324	623,246	569	18,831
UNITED STATES TREASURY NOTES	2.88%	8/15/2028	95.73	265,000	244,763	20,237	253,687	8,924	7,619
UNITED STATES TREASURY NOTES	3.00%	6/30/2024	99.11	510,000	505,900	4,100	505,441	(459)	15,300
UNITED STATES TREASURY NOTES	3.13%	8/31/2027	97.22	205,000	198,682	6,318	199,291	609	6406.25
UNITED STATES TREASURY NOTES	3.25%	6/30/2027	97.73	1,000,000	971,122	28,878	977,310	6,188	32,500
UNITED STATES TREASURY NOTES	3.50%	2/15/2033	96.48	550,000	491,992	58,008	530,646	38,653	19,250
UNITED STATES TREASURY NOTES	3.88%	8/15/2033	99.28	540,000	496,568	43,432	536,117	39,549	20,925
UNITED STATES TREASURY NOTES	4.00%	2/29/2028	100.24	250,000	243,408	6,592	250,605	7,197	10,000
UNITED STATES TREASURY NOTES	4.00%	6/30/2028	100.35	250,000	243,411	6,589	250,880	7,469	10,000
UNITED STATES TREASURY NOTES	4.00%	10/31/2029	100.41	625,000	630,877	(5,877)	627,588	(3,289)	25,000
UNITED STATES TREASURY NOTES	4.13%	11/15/2032	101.21	525,000	494,318	30,682	531,337	37,019	21,656
UNITED STATES TREASURY NOTES	4.63%	9/30/2028	103.03	120,000	121,819	(1,819)	123,632	1,814	5,550
UNITED STATES TREASURY NOTES	2.00%	2/15/2025	97.29	1,255,000	1,249,109	5,891	1,220,927	(28,182)	25,100
UNITED STATES TREASURY NOTES	0.88%	11/15/2030	82.16	150,000	142,377	7,623	123,234	(19,143)	1,313
UNITED STATES TREASURY NTS	1.63%	5/15/2031	85.66	625,000	497,866	127,134	535,400	37,534	10,156
UNITED STATES TREASURY NTS	1.75%	11/15/2029	89.32	150,000	152,016	(2,016)	133,974	(18,042)	2,625
UNITED STATES TREASURY NTS	2.00%	8/15/2025	96.49	250,000	246,312	3,688	241,220	(5,092)	5,000
UNITED STATES TREASURY NTS	2.13%	5/15/2025	97.05	575,000	566,283	8,717	558,043	(8,240)	12,219
UNITED STATES TREASURY NTS	2.25%	11/15/2027	94.09	150,000	155,982	(5,982)	141,129	(14,853)	3,375
UNITED STATES TREASURY NTS	2.38%	8/15/2024	98.56	1,240,000	1,242,436	(2,436)	1,222,082	(20,354)	29,450
UNITED STATES TREASURY NTS	2.63%	7/31/2029	93.72	670,000	629,749	40,251	627,891	(1,859)	17,588
UNITED STATES TREASURY NTS	2.75%	2/15/2024	99.90	635,000	636,218	(1,218)	634,378	(1,840)	17,463
AVERAGE or TOTAL FOR ALL ASSETS	2.51%	4.09 YRS	95.89	53,170,018	51,259,075	1,910,943	50,575,304	(683,771)	1,285,413



REVENUE AND EXPENDITURE REPORT FOR SANITARY DISTRICT OF DECATUR  
 PERIOD ENDING 01/31/2024  
 % Fiscal Year Completed: 75.41

ACCOUNT	DESCRIPTION	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	YTD BALANCE 01/31/2024 NORM (ABNORM)	2023-24 % BDGT AMENDED BUDGET USED	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)
<b>Revenues</b>						
<b>TAXES</b>						
402001	PROPERTY TAX	0.00	3,930,640.31	3,910,500.00	100.52	3,920,781.83
402011	REPLACEMENT TAX	116,861.31	832,670.38	838,000.00	99.36	1,076,664.23
	<b>TAXES</b>	<b>116,861.31</b>	<b>4,763,310.69</b>	<b>4,748,500.00</b>	<b>100.31</b>	<b>4,997,446.06</b>
<b>USER FEES</b>						
402002	PENALTIES	487,500.00	848,000.00	25,000.00	3,392.00	310,500.00
402003	INDUSTRIAL USER CHARGE	1,460,116.95	11,281,381.10	14,935,000.00	75.54	10,043,028.67
402005	USER CHARGE	359,712.92	3,829,090.82	5,519,000.00	69.38	3,615,849.05
	<b>USER FEES</b>	<b>2,307,329.87</b>	<b>15,958,471.92</b>	<b>20,479,000.00</b>	<b>77.93</b>	<b>13,969,377.72</b>
<b>OTHER REVENUE</b>						
402007	GRANT INCOME	0.00	9,407.00	0.00	100.00	31,647.00
402015	OPERATIONS OF PUMP STATION	3,993.00	104,208.50	144,000.00	72.37	68,183.91
402019	INTEREST INCOME	304,184.42	1,902,123.02	920,000.00	206.75	557,887.28
402020	ANNEXATION INCOME	0.00	25.00	20,000.00	0.13	18,545.84
402025	OTHER INCOME	25,181.12	115,967.55	121,000.00	95.84	93,615.59
402027	WASTE HAULER MANIFEST INCOME	8,453.49	55,293.19	109,000.00	50.73	82,816.53
402028	SEWER PERMIT INCOME	13,636.90	113,350.70	140,000.00	80.96	112,997.15
412259	ARGENTA	0.00	97,645.65	198,000.00	49.32	94,801.60
412260	OREANA	68,901.71	137,803.42	137,000.00	100.59	137,803.42
	<b>OTHER REVENUE</b>	<b>424,350.64</b>	<b>2,535,824.03</b>	<b>1,789,000.00</b>	<b>141.75</b>	<b>1,198,298.32</b>
<b>TRANSFER IN</b>						
402030	INTERFUND TRANSFER	0.00	0.00	63,000.00	0.00	0.00
499999	PRIOR YEAR PROCEEDS	0.00	0.00	3,095,500.00	0.00	0.00
	<b>TRANSFER IN</b>	<b>0.00</b>	<b>0.00</b>	<b>3,158,500.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NON OPERATING REVENUE</b>						
402010	SALE OF BONDS	0.00	0.00	8,000,000.00	0.00	0.00
402026	INVESTMENTS GAIN/LOSS	(612.90)	24,611.04	0.00	100.00	17,829.68
412178	STATE OF ILL - S SHORES INT	0.00	0.00	0.00	0.00	1,993,598.52
	<b>NON OPERATING REVENUE</b>	<b>(612.90)</b>	<b>24,611.04</b>	<b>8,000,000.00</b>	<b>0.31</b>	<b>2,011,428.20</b>
	<b>TOTAL REVENUES</b>	<b>2,847,928.92</b>	<b>23,282,217.68</b>	<b>38,175,000.00</b>	<b>60.99</b>	<b>22,176,550.30</b>
<b>Expenditures</b>						
<b>PERSONNEL</b>						
501010	SALARIES	384,171.98	3,142,001.67	4,339,700.00	72.40	2,641,852.40
501020	OVERTIME	9,874.48	79,504.11	128,000.00	62.11	108,704.16
501025	ON-CALL	0.00	0.00	62,000.00	0.00	0.00
501030	FICA	23,033.23	187,367.79	281,000.00	66.68	159,102.71
501040	IMRF	15,842.33	18,031.17	62,200.00	28.99	4,299.32
501050	HEALTH - MEDICAL - LIFE	101,237.84	641,312.59	1,274,000.00	50.34	644,597.42
501060	TEMPORARY HELP	0.00	0.00	0.00	0.00	3,190.00
501070	PHY EXAM-PRE EMPLOY-DRUG TEST	100.00	6,734.30	19,000.00	35.44	9,732.95
501080	WORKERS COMPENSATION INSURANCE	6,216.00	56,775.00	85,200.00	66.64	54,732.00
501090	UNEMPLOYMENT PAYMENT	0.00	126.00	5,000.00	2.52	4,123.00
501100	POST EMPLOYMENT HEALTH PLAN	5,200.00	47,400.00	72,000.00	65.83	32,520.00
501113	MEDICARE	5,386.83	43,948.92	66,100.00	66.49	37,209.51
507010	IMRF - DISTRICT	0.00	22,500.00	62,000.00	36.29	55,921.19

ACCOUNT	DESCRIPTION	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	YTD BALANCE 01/31/2024 NORM (ABNORM)	2023-24 % BDGT AMENDED BUDGET USED	ACTIVITY FOR MONTH 01/31/23 INCR (DECR)	YTD BALANCE 01/31/2023 NORM (ABNORM)
<b>Expenditures</b>						
PERSONNEL		551,062.69	4,245,701.55	6,456,200.00 65.76	404,485.52	3,755,984.66
<b>SUPPLIES</b>						
502010	POLYMER	0.00	66,654.00	91,000.00 73.25	0.00	51,420.64
502041	PLANT CHEMICALS	0.00	43,152.24	92,800.00 46.50	3,013.93	51,586.93
502050	VEHICLE SUPPLIES	3,645.35	12,130.81	21,400.00 56.69	408.75	16,902.20
502061	PIPE & PIPE SUPPLIES	79.20	19,006.44	24,000.00 79.19	0.00	1,871.82
502062	ELECTRICAL SUPPLIES	1,728.11	17,130.90	42,500.00 40.31	357.33	17,523.65
502063	CONSTRUCTION SUPPLIES	2,786.78	4,498.93	17,500.00 25.71	222.31	1,169.02
502064	TELEPHONE & RADIO SUPPLIES	106.86	1,995.74	6,900.00 28.92	240.15	1,999.52
502065	HAND TOOLS	3,376.11	7,692.42	21,300.00 36.11	125.02	4,995.64
502066	INSTRUMENTATION SUPPLIES	0.00	52,351.80	53,500.00 97.85	1,033.98	7,777.18
502067	PERSONAL SUPPLIES	0.00	9,411.46	28,200.00 33.37	1,190.40	11,575.68
502068	MECHANICAL SUPPLIES	636.53	25,556.76	46,500.00 54.96	2,325.69	27,378.05
502069	BUILDING SUPPLIES	0.00	0.00	10,000.00 0.00	0.00	10.27
502071	SAFETY INCENTIVE PROGRAM	0.00	0.00	9,500.00 0.00	0.00	0.00
502073	SAFETY SUPPLIES & MATERIALS	4,330.42	22,933.43	24,500.00 93.61	1,242.93	12,608.71
502074	SAFETY PPE REIMBURSEMENT	294.95	2,117.82	9,500.00 22.29	280.00	1,749.19
502080	JANITORIAL SUPPLIES	261.84	4,536.90	12,500.00 36.30	689.96	5,523.33
502100	LABORATORY SUPPLIES	1,874.42	46,260.38	73,800.00 62.68	4,449.39	53,447.56
502110	ENGINEERING-DRAFTING SUPPLIES	0.00	0.00	2,000.00 0.00	0.00	58.75
502140	FUELS & LUBRICANTS	13,699.78	111,198.08	179,000.00 62.12	10,416.71	123,712.79
502141	DATA PROCESSING SUPPLIES	0.00	0.00	3,000.00 0.00	0.00	1,087.56
502150	GROUNDS KEEPING SUPPLIES	375.44	8,948.46	13,000.00 68.83	695.20	11,346.28
502160	PAINT & PAINTING SUPPLIES	0.00	1,384.07	22,500.00 6.15	19.00	2,299.87
502170	ODOR CONTROL CHEMICALS	0.00	13,160.40	20,000.00 65.80	0.00	10,712.11
502180	OPERATING SUPPLIES	0.00	0.00	4,000.00 0.00	(68.61)	1,425.31
502190	DISINFECTION SUPPLIES	0.00	345,625.71	366,500.00 94.30	0.00	344,826.39
502195	NEUTRALIZATION SUPPLIES	0.00	151,907.30	236,000.00 64.37	0.00	177,358.00
502200	MACERATOR MAINTENANCE	0.00	12,022.63	15,000.00 80.15	0.00	1,974.00
502210	PUMP MAINTENANCE	5,653.00	28,776.77	130,000.00 22.14	0.00	56,450.91
502220	VALVE MAINTENANCE	6,849.40	20,199.38	35,000.00 57.71	254.74	12,120.61
502225	ROTARY DRUM THICKENER MAINTENANCE	2,157.52	11,926.97	15,000.00 79.51	0.00	8,932.58
502230	MIXER MAINTENANCE	0.00	0.00	12,500.00 0.00	5,352.50	8,182.31
502235	VFD/SOFT START MAINTENANCE	0.00	1,358.98	25,000.00 5.44	0.00	965.88
502250	PLC MAINTENANCE	0.00	768.94	31,000.00 2.48	0.00	4,831.91
502270	PLUMBING SUPPLIES	237.93	6,002.24	12,500.00 48.02	98.14	6,178.66
502280	CONDUIT AND WIRE SUPPLIES	1,830.92	6,686.08	25,000.00 26.74	208.40	11,903.17
502290	HARDWARE	1,297.45	6,112.63	8,000.00 76.41	0.00	2,325.99
502810	PUMP STATION MAINTENANCE	3,239.38	47,159.15	95,500.00 49.38	(61.47)	46,597.13
502820	INTERCEPTOR & FORCEMAIN MAIN	10,107.85	28,834.57	45,000.00 64.08	0.00	5,597.30
502830	CSO FACILITY MAINTENANCE	0.00	505.59	53,000.00 0.95	0.00	29,624.12
502840	PRE-TREATMENT SUPPLIES	0.00	4,485.75	12,000.00 37.38	0.00	6,828.55
509010	TRANSFER HYPOCHLORITE TO GEN	0.00	651.70	1,000.00 65.17	0.00	651.70
<b>SUPPLIES</b>		<b>64,569.24</b>	<b>1,143,145.43</b>	<b>1,946,900.00 58.72</b>	<b>32,494.45</b>	<b>1,143,531.27</b>
<b>UTILITIES</b>						
503010	NATURAL GAS	14,527.14	35,759.61	80,000.00 44.70	13,573.70	32,749.22
503020	TELEPHONE SERVICE	3,319.62	29,004.39	48,100.00 60.30	5,010.36	29,411.66
503040	ELECTRICITY	86,510.79	705,623.72	1,550,000.00 45.52	113,615.07	781,773.69
503050	WATER	2,605.63	24,939.09	53,500.00 46.62	4,173.42	28,780.57
<b>UTILITIES</b>		<b>106,963.18</b>	<b>795,326.81</b>	<b>1,731,600.00 45.93</b>	<b>136,372.55</b>	<b>872,715.14</b>
<b>OUTSIDE SERVICES</b>						
503060	GROUNDSKEEPING SERVICES	0.00	1,655.00	27,500.00 6.02	155.00	3,275.00
503070	OUTSIDE LABORATORY SERVICES	163.00	9,229.00	28,300.00 32.61	2,063.00	16,921.20

ACCOUNT	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023-24	% BDGT	ACTIVITY FOR	YTD BALANCE
		MONTH 01/31/24	01/31/2024			MONTH 01/31/23	01/31/2023
		INCR (DECR)	NORM (ABNORM)	AMENDED BUDGET	USED	INCR (DECR)	NORM (ABNORM)
<b>Expenditures</b>							
503072	SAFETY EQUIPMENT MAINTENANCE SERVICE	915.91	12,179.94	22,500.00	54.13	753.75	9,249.84
503080	REFUSE & GRIT	4,292.98	44,510.63	75,000.00	59.35	7,655.23	44,524.64
503091	ELECTRICAL MAINTENANCE SERVICE	0.00	6,069.90	10,500.00	57.81	7,072.41	7,072.41
503092	INSTRUMENTATION MAINTENANCE SERVICE	0.00	0.00	8,000.00	0.00	0.00	1,559.90
503093	MECHANICAL MAINTENANCE SERVICE	14,994.80	60,568.52	112,500.00	53.84	3,606.74	54,715.54
503094	TELEPHONE & RADIO MAINTENANCE SERVICE	0.00	425.00	1,500.00	28.33	0.00	329.00
503095	VEHICLE - OUTSIDE SERVICES	1,573.28	32,453.77	38,300.00	84.74	9,786.86	28,661.43
503096	JANITORIAL SERVICES	4,978.53	42,587.33	45,000.00	94.64	4,679.91	34,686.55
503097	REPAIR & CALIBRATION - LAB SERVICE	0.00	251.10	2,000.00	12.56	0.00	0.00
503111	LAND APPLICATION - CONTRACT	215,664.60	798,176.25	940,000.00	84.91	0.00	628,785.10
503113	LAND APPLICATION - EQUIP MAINT	0.00	30,422.01	40,800.00	74.56	12,397.73	29,872.00
503120	RENTAL EQUIPMENT	1,376.32	14,594.53	37,000.00	39.44	1,376.32	12,182.98
503130	PUMP REPAIR SERVICES	0.00	24,952.39	85,000.00	29.36	0.00	0.00
503140	MOTOR REPAIR SERVICES	0.00	6,284.11	40,000.00	15.71	0.00	0.00
503142	DATA PROCESSING MAINTENANCE	2,593.51	110,034.88	166,100.00	66.25	5,862.26	95,553.20
503143	DATA PROCESSING SOFTWARE	0.00	3,218.08	5,000.00	64.36	504.87	4,092.41
503144	DATA PROCESSING PROGRAMING	0.00	7,925.00	20,000.00	39.63	2,812.00	13,692.00
503150	HVAC SERVICES	2,310.00	12,022.82	72,500.00	16.58	1,076.75	6,919.57
503160	BLOWER MAINTENANCE SERVICE	0.00	10,900.76	15,000.00	72.67	0.00	3,651.34
503180	OFFICE EQUIPMENT MAINTENANCE	0.00	0.00	1,500.00	0.00	0.00	53.72
503280	PROFESSIONAL & CONSULTANTS	270,241.78	1,708,878.06	2,343,000.00	72.94	14,484.20	823,389.12
503380	RESEARCH	0.00	6,983.00	10,000.00	69.83	0.00	1,535.00
<b>OUTSIDE SERVICES</b>		<b>519,104.71</b>	<b>2,944,322.08</b>	<b>4,147,000.00</b>	<b>71.00</b>	<b>74,287.03</b>	<b>1,820,721.95</b>
<b>ADMINISTRATIVE EXPENSES</b>							
504010	POSTAGE	513.83	2,511.67	3,000.00	83.72	102.40	1,798.77
504030	OFFICE SUPPLIES	1,977.79	4,568.82	9,100.00	50.21	1,321.71	4,527.50
504060	PRINTING AND REPRODUCTION	283.65	4,958.42	14,700.00	33.73	2,114.32	7,441.92
504070	ADVERTISING	0.00	6,494.08	18,600.00	34.91	26.26	4,393.45
504074	SAFETY TRAINING MATERIALS	0.00	0.00	3,500.00	0.00	0.00	0.00
504091	TRANSPORTATION	115.70	717.91	13,700.00	5.24	268.00	1,719.49
504092	LODGING	0.00	10,402.98	33,500.00	31.05	0.00	3,609.67
504093	MEALS	90.00	3,970.12	24,400.00	16.27	1,136.69	3,647.24
504101	TRAINING - EDUCATION-TUITION	0.00	696.00	6,700.00	10.39	0.00	165.00
504102	TRAINING - EDUCATION-REGIST	919.98	18,158.78	111,200.00	16.33	3,035.00	27,715.00
504103	TRAINING - EDUCATION-MATERIAL	0.00	0.00	1,200.00	0.00	0.00	708.00
504110	MEMBERSHIP FEES	66.46	20,038.89	38,000.00	52.73	721.35	20,661.62
504120	BOOKS-PERIODICALS-SUBSCRIPT	0.00	4,827.58	9,500.00	50.82	549.00	4,855.19
504130	INSURANCE	39,450.00	130,164.00	173,000.00	75.24	34,071.00	121,551.39
504140	JUDGEMENTS - CLAIMS - FINES	0.00	0.00	10,000.00	0.00	0.00	4,522.01
504160	APPRAISERS FEES	0.00	0.00	30,000.00	0.00	0.00	0.00
504170	EASEMENT COSTS	0.00	5,016.06	26,000.00	19.29	0.00	4,690.16
504190	ANNEXATION COSTS	0.00	0.00	2,000.00	0.00	0.00	1,462.00
504200	LEGAL	0.00	17,561.50	55,000.00	31.93	714.00	20,916.25
504210	AUDIT	0.00	30,730.00	33,000.00	93.12	0.00	31,700.00
504220	BANK CHARGES	116.39	1,020.00	1,500.00	68.00	113.21	1,019.34
504221	EPA FEES & ASSESSMENTS	0.00	72,500.00	72,500.00	100.00	0.00	72,500.00
504231	USER CHARGE BILLING	0.00	207,763.84	366,000.00	56.77	0.00	162,371.08
504232	USER CHARGE REFUND	0.00	0.00	500.00	0.00	0.00	0.00
504233	USER CHARGE COLLECTION	0.00	0.00	500.00	0.00	0.00	0.00
504260	BARGAINING AGREEMENT	0.00	344.50	5,000.00	6.89	51.00	18,991.75
504270	CONTINGENCIES	0.00	12,534.00	253,000.00	4.95	40.00	21,102.73
<b>ADMINISTRATIVE EXPENSES</b>		<b>43,533.80</b>	<b>554,979.15</b>	<b>1,315,100.00</b>	<b>42.20</b>	<b>44,263.94</b>	<b>542,069.56</b>
<b>GENERAL CAPITAL</b>							
505010	COMPUTER EQUIPMENT	0.00	34,178.97	20,500.00	166.73	0.00	4,327.45

ACCOUNT	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023-24	% BDGT	ACTIVITY FOR	YTD BALANCE
		MONTH 01/31/24	01/31/2024			MONTH 01/31/23	01/31/2023
		INCR (DECR)	NORM (ABNORM)	AMENDED BUDGET	USED	INCR (DECR)	NORM (ABNORM)
<b>Expenditures</b>							
505020	BUILDINGS	0.00	0.00	750,000.00	0.00	0.00	0.00
505030	PROCESS EQUIPMENT	0.00	8,174.54	0.00	100.00	0.00	0.00
505050	MOTOR VEHICLE	0.00	0.00	150,000.00	0.00	0.00	0.00
505060	MACHINE - IMPLEMENTS	0.00	20,880.11	16,000.00	130.50	0.00	0.00
505080	FURNITURE & FIXTURES	222.90	1,892.68	6,600.00	28.68	0.00	2,071.44
505090	OFFICE EQUIPMENT	0.00	199.99	600.00	33.33	0.00	268.49
505100	PRETREATMENT EQUIPMENT	0.00	5,005.00	6,000.00	83.42	0.00	0.00
505120	SAFETY EQUIPMENT	0.00	132.21	0.00	100.00	0.00	2,151.20
605020	BULIDINGS	0.00	0.00	3,000,000.00	0.00	0.00	0.00
GENERAL CAPITAL		222.90	70,463.50	3,949,700.00	1.78	0.00	8,818.58
<b>DEBT SERVICE</b>							
512023	WYCKLES FM	21,019.14	42,038.28	42,100.00	99.85	21,019.14	42,038.28
512024	OREANA	0.00	126,443.72	252,900.00	50.00	0.00	126,443.72
512025	WYCKLES PH 2	0.00	20,347.62	40,700.00	49.99	0.00	20,347.62
512026	ARGENTA	0.00	330,395.38	330,500.00	99.97	0.00	330,395.38
512027	TRESTLE REP	0.00	67,301.06	134,700.00	49.96	0.00	67,301.06
512028	STEVENS CR INT	0.00	90,303.16	90,400.00	99.89	0.00	90,303.16
512030	PRIMARY DIGEST	0.00	450,720.02	450,900.00	99.96	0.00	450,720.02
512051	E SIDE SEP REHAB	0.00	68,052.71	136,200.00	49.97	0.00	68,052.71
512052	SLUDGE THICK	0.00	306,099.76	306,200.00	99.97	0.00	306,099.76
512053	ODOR CONT P2	0.00	113,010.56	226,100.00	49.98	0.00	113,010.56
512054	2017 SE36 REHAB	0.00	71,928.78	72,100.00	99.76	0.00	71,928.78
512055	WEST HEADWORKS	0.00	260,604.12	521,300.00	49.99	0.00	260,604.12
512056	SOUTH SHORES INTERCEPTOR REHAB	0.00	247,352.39	494,900.00	49.98	0.00	188,940.67
DEBT SERVICE		21,019.14	2,194,597.56	3,099,000.00	70.82	21,019.14	2,136,185.84
<b>CAPITAL PROJECTS</b>							
600010	MISCELLANEOUS REPAIRS	0.00	36,705.31	60,000.00	61.18	0.00	0.00
601016	MISCELLANEOUS PROJECTS	38,857.86	158,632.22	703,000.00	22.57	56,798.24	322,424.75
601026	VEHICLES	48,596.00	48,596.00	407,000.00	11.94	0.00	1,547.00
601111	MISCELLANEOUS CAPITAL	0.00	46,596.33	350,000.00	13.31	1,500.00	20,144.88
601124	CLARIFIER REPLACEMENT	0.00	4,085.00	1,160,000.00	0.35	20,700.00	29,504.28
601126	PUMP REPLACEMENT	762.55	14,479.30	82,000.00	17.66	0.00	13,030.19
601127	VALVE REPLACEMENT	0.00	0.00	20,000.00	0.00	0.00	0.00
601128	MCC REPLACEMENT	0.00	17,857.75	350,000.00	5.10	0.00	23,036.97
601132	EQUIPMENT REPLACEMENT	15,100.00	1,457,433.76	2,992,000.00	48.71	99,843.17	1,536,242.26
601200	ANNEXATION COSTS	0.00	0.00	0.00	0.00	212.00	212.00
601201	MISCELLANEOUS	0.00	0.00	250,000.00	0.00	0.00	0.00
601311	FACILITY RENEWAL	0.00	283,569.27	980,000.00	28.94	4,801.93	135,538.46
601312	CLARIFIER RENEWAL	0.00	25,457.50	330,000.00	7.71	0.00	0.00
601313	WATER TOWER RENEWAL	0.00	282,006.77	200,000.00	141.00	0.00	15,736.98
601314	EQUIPMENT RENEWAL	0.00	0.00	382,500.00	0.00	0.00	25,329.85
601315	COLLECTION SYSTEM RENEWAL	25,097.38	389,064.28	768,000.00	50.66	87,645.00	1,050,910.13
602000	CONTROLS	0.00	0.00	0.00	0.00	0.00	24,209.27
614210	S SHORES SWR REHAB	0.00	0.00	0.00	0.00	0.00	18,708.49
CAPITAL PROJECTS		128,413.79	2,764,483.49	9,034,500.00	30.60	271,500.34	3,216,575.51
<b>FUND BALANCE CONTRIBUTION</b>							
599999	FUND BALANCE CONTRIBUTION	0.00	0.00	6,495,000.00	0.00	0.00	0.00
FUND BALANCE CONTRIBUTION		0.00	0.00	6,495,000.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,434,889.45	14,713,019.57	38,175,000.00	38.54	984,422.97	13,496,602.51

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REVENUE AND EXPENDITURE REPORT FOR SANITARY DISTRICT OF DECATUR  
 PERIOD ENDING 01/31/2024  
 % Fiscal Year Completed: 75.41

ACCOUNT	DESCRIPTION	ACTIVITY FOR	YTD BALANCE	2023-24	% BDGT	ACTIVITY FOR	YTD BALANCE
		MONTH 01/31/24	01/31/2024			MONTH 01/31/23	01/31/2023
		INCR (DECR)	NORM (ABNORM)	AMENDED BUDGET	USED	INCR (DECR)	NORM (ABNORM)
TOTAL REVENUES - ALL FUNDS		2,847,928.92	23,282,217.68	38,175,000.00	60.99	2,150,626.68	22,176,550.30
TOTAL EXPENDITURES - ALL FUNDS		1,434,889.45	14,713,019.57	38,175,000.00	38.54	984,422.97	13,496,602.51
NET OF REVENUES & EXPENDITURES		1,413,039.47	8,569,198.11	0.00	100.00	1,166,203.71	8,679,947.79

REVENUE AND EXPENDITURE REPORT FOR SANITARY DISTRICT OF DECATUR  
 PERIOD ENDING 01/31/2024  
 ACTIVE PROJECT REPORT

ACCOUNT	PROJECT	PROJECT DESCRIPTION	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	YTD BALANCE 01/31/2024 NORM (ABNORM)	2023-24 AMENDED BUDGET	% BDGT USED	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE
OTHER REVENUE								
402025	23ADM50	FRONT GATE CLAIM	0.00	13,903.00	0.00	100.00	0.00	(13,903.00)
402025	22MNT01	VEHICLE REPLAEMENT 2022	0.00	1,595.00	0.00	100.00	0.00	(1,595.00)
402025	21ADM50	FRONT GATE CLAIM	0.00	12,644.00	0.00	100.00	0.00	(12,644.00)
Net OTHER REVENUE			0.00	28,142.00	0.00	100.00	0.00	(28,142.00)
ADMINISTRATIVE EXPENSES								
504270	23ADM50	FRONT GATE CLAIM	0.00	11,814.00	0.00	100.00	2,089.00	(13,903.00)
504170	20ENG06	SOUTH SHORES INTECEPTOR REHAB	0.00	0.00	20,000.00	0.00	0.00	20,000.00
Net ADMINISTRATIVE EXPENSES			0.00	11,814.00	20,000.00	69.52	2,089.00	6,097.00
GENERAL CAPITAL								
505020	22ENG31	ADMINISTRATION BLDG - DESIGN	0.00	0.00	750,000.00	9.55	71,600.00	678,400.00
505010	23MIS01	COMPUTER EQUIPMENT - 2023	0.00	439.98	0.00	100.00	0.00	(439.98)
505050	22MNT03	DUMP TRUCK REPLACEMENT	0.00	0.00	150,000.00	86.54	129,810.00	20,190.00
605020	23ENG31	WORKFORCE CENTER CONSTRUCTION	0.00	0.00	3,000,000.00	0.00	0.00	3,000,000.00
Net GENERAL CAPITAL			0.00	439.98	3,900,000.00	5.18	201,410.00	3,698,150.02
OUTSIDE SERVICES								
503095	23ADM51	DUNN CLAIM	942.80	942.80	0.00	100.00	0.00	(942.80)
503111	21ENG12	SOUTH SLUDGE LAGOON PH4 2021	0.00	0.00	40,000.00	0.00	0.00	40,000.00
503280	21CMP02	PDOP	0.00	0.00	40,000.00	102.02	40,808.75	(808.75)
503280	21CMP03	NR FEASIBILITY STUDY	0.00	2,767.50	100,000.00	2.77	0.00	97,232.50
503280	22CMP11	NR PROGRAM MANAGEMENT	0.00	81,097.11	430,000.00	34.41	66,870.89	282,032.00
503280	22CMP15	COMPREHENSIVE WRRF UPGRADE PLAN	0.00	456,095.23	350,000.00	132.14	6,382.67	(112,477.90)
503280	22CMP17	NR PILOT AND DEMONSTRATION TESTING	241,403.03	758,581.22	650,000.00	264.77	962,402.94	(1,070,984.16)
503380	22CMP17	NR PILOT AND DEMONSTRATION TESTING	0.00	0.00	0.00	0.00	1,964.70	(1,964.70)
503280	21CMP01	NARP / WATERSHED DEVELOPMENT	0.00	164,815.80	325,000.00	53.75	9,865.28	150,318.92
503280	22CMP12	NR PRETREATMENT UPDATE	0.00	109,216.40	145,000.00	95.77	29,651.10	6,132.50
Net OUTSIDE SERVICES			242,345.83	1,573,516.06	2,080,000.00	129.40	1,117,946.33	(611,462.39)
CAPITAL PROJECTS								
600010	23COL50	DAMON FORCEMAIN LEAK REPAIR	0.00	27,965.50	0.00	100.00	0.00	(27,965.50)
600010	23COL51	NE INTERCEPTOR EMERGENCY MAINTENANCE	0.00	0.00	0.00	0.00	7,500.00	(7,500.00)
600010	23ENG51	2023 MCKINLEY INTERCEPTOR REPAIR	0.00	8,739.81	0.00	100.00	0.00	(8,739.81)
601016	23MIS01	COMPUTER EQUIPMENT - 2023	3,298.26	22,799.76	40,000.00	57.28	111.00	17,089.24
601016	23MIS02	HARDWARE UPGRADES FOR SCADA	0.00	32,448.19	115,000.00	44.63	18,880.00	63,671.81
601016	23SAF01	SAFETY EQUIPMENT - 2023	49.60	2,534.35	25,000.00	37.24	6,774.50	15,691.15
601016	22ENG60	UST REMOVAL AND REPLACEMENT - FINLEY (	0.00	0.00	25,000.00	0.00	0.00	25,000.00
601016	22LAB01	CENTRIFUGE	0.00	0.00	7,000.00	0.00	0.00	7,000.00
601016	23LAB01	LAB EQUIPMENT REPLACEMENT 2023	0.00	0.00	111,000.00	1.92	2,131.00	108,869.00
601026	20MNT01	VEHICLE REPLACEMENT	0.00	0.00	0.00	0.00	3,510.00	(3,510.00)
601026	21MNT01	VEHICLE REPLACEMENT 2021	0.00	0.00	117,000.00	92.33	108,027.00	8,973.00
601026	22MNT01	VEHICLE REPLACEMENT 2022	48,596.00	48,596.00	125,000.00	87.05	60,221.00	16,183.00
601026	23MNT01	VEHICLE REPLACEMENT - 2023	0.00	0.00	165,000.00	38.70	63,857.00	101,143.00
601016	21MNT08	LUBRICATION MANAGEMENT SYSTEM	0.00	0.00	10,000.00	0.00	0.00	10,000.00
601016	22COL12	SWITCH GEAR REPLACEMENT - DAMON	0.00	0.00	130,000.00	0.00	0.00	130,000.00
601016	23INT01	CHART RECORDERS	0.00	65,269.75	60,000.00	108.78	0.00	(5,269.75)
601016	23PRE01	AUTOMATIC SAMPLERS - 2023	35,510.00	35,510.00	40,000.00	88.78	0.00	4,490.00
601016	21I&C04	BLOWER BUILDING TRANSFER SWITCH	0.00	0.00	125,000.00	0.00	0.00	125,000.00
601016	22I&C02	ENERGY EFFICIENCY UPGRADES - 2022	0.00	0.00	15,000.00	0.00	0.00	15,000.00
601201	21ANX01	HARRISTOWN - NIANTIC EXTENSION	0.00	0.00	250,000.00	0.00	0.00	250,000.00
601124	22ENG45	PRIMARY CLARIFIER #5 MECHINISM REPLACI	0.00	4,085.00	1,160,000.00	98.19	1,134,900.00	21,015.00
601132	20ENG07	2021 DIGESTER IMPROVEMENTS	0.00	548,779.56	414,000.00	147.96	63,757.00	(198,536.56)
601132	21ENG19	GATE REPLACEMENT - 2021	0.00	0.00	800,000.00	0.00	0.00	800,000.00

REVENUE AND EXPENDITURE REPORT FOR SANITARY DISTRICT OF DECATUR  
 PERIOD ENDING 01/31/2024  
 ACTIVE PROJECT REPORT

ACCOUNT	PROJECT	PROJECT DESCRIPTION	ACTIVITY FOR MONTH 01/31/24 INCR (DECR)	YTD BALANCE 01/31/2024 NORM (ABNORM)	2023-24 AMENDED BUDGET	% BDGT USED	ENCUMBERED YEAR-TO-DATE	UNENCUMBERED BALANCE
601132	21ENG40	BIOSOLIDS TRANSFER PUMP	0.00	303,574.00	304,000.00	100.36	1,526.90	(1,100.90)
601132	21ENG41	CHANNEL AIR DIFFUSER REPLACEMENT	0.00	85,317.04	0.00	100.00	7,527.65	(92,844.69)
601132	22ENG44	GRIT CLASSIFIERS - EAST HEADWORKS	15,100.00	519,763.16	1,390,000.00	67.43	417,578.70	452,658.14
601132	23ENG19	FINAL CLARIFIER CHANNEL GATE REPLACEM	0.00	0.00	84,000.00	0.00	0.00	84,000.00
601111	21ADM50	FRONT GATE CLAIM	0.00	3,065.77	0.00	100.00	0.00	(3,065.77)
601111	22MNT02	ACTUATOR REPLACEMENT 2022	0.00	0.00	100,000.00	0.00	0.00	100,000.00
601111	23MNT30	MANLIFT REPLACEMENT	0.00	0.00	200,000.00	0.00	0.00	200,000.00
601126	21COL02	PUMP REPLACEMENT	762.55	12,058.19	82,000.00	101.53	71,196.58	(1,254.77)
601127	21COL03	LIFT STATION VALVE REPLACEMENT	0.00	0.00	20,000.00	0.00	0.00	20,000.00
601315	23COL04	PUMP RENEWAL - 2023 COLLECTION	0.00	7,541.15	0.00	100.00	0.00	(7,541.15)
601128	21I&C01	MCC REPLACEMENT - BLDG #210	0.00	17,857.75	0.00	100.00	285.76	(18,143.51)
601128	22I&C10	MCC REPLACEMENT - BLD 325 NORTH	0.00	0.00	125,000.00	0.00	0.00	125,000.00
601128	22I&C11	MCC REPLACEMENT BLD 54	0.00	0.00	100,000.00	88.05	88,050.00	11,950.00
601128	23I&C10	MCC REPLACEMENT - 325 SOUTH	0.00	0.00	125,000.00	0.00	0.00	125,000.00
601311	22ENG09	ROAD REPAIRS - 2022	0.00	28,003.25	25,000.00	756.66	161,161.10	(164,164.35)
601311	23ENG08	ROOF RESTORATION - 2023	0.00	2,681.26	50,000.00	5.36	0.00	47,318.74
601311	23ENG09	ROAD REPAIRS - 2023	0.00	190,397.50	175,000.00	112.21	5,967.50	(21,365.00)
601311	23ENG20	DIVERSION STRUCTURE RENEWAL - FC SOUTH	0.00	0.00	180,000.00	0.00	0.00	180,000.00
601312	22ENG43	CLARIFIER COATINGS	0.00	25,457.50	240,000.00	45.51	83,757.50	130,785.00
601315	20ENG01	LAKE SHORE PUMP STATION RENEWAL	0.00	264,713.99	350,000.00	80.66	17,588.89	67,697.12
601315	22ENG02	FM RENEWAL - LOST BRIDGE LS	2,623.75	38,659.18	0.00	100.00	360,054.82	(398,714.00)
601315	22ENG11	EASTMORELAND LS REPLACEMENT	0.00	0.00	100,000.00	0.00	0.00	100,000.00
601315	22ENG50	FARIES PARK SEWER RELOCATION	0.00	0.00	200,000.00	0.00	0.00	200,000.00
601315	23ENG17	SEWER TELEVISIONING & RATING 2023	22,473.63	78,149.96	93,000.00	87.15	2,901.17	11,948.87
601111	21ADM50	FRONT GATE CLAIM	0.00	43,530.56	50,000.00	132.17	22,556.80	(16,087.36)
601311	20ADM04	DOOR LOCK SYSTEM	0.00	0.00	50,000.00	0.00	0.00	50,000.00
601311	20MNT05	BLOWER BUILDING FILTER RENEWAL	0.00	0.00	50,000.00	0.00	0.00	50,000.00
601311	21MNT07	MAIN PLANT FENCE UPGRADES PHASE 1	0.00	59,526.63	60,000.00	316.00	130,073.37	(129,600.00)
601311	22MNT04	259 VALVE AND PUMP RENEWAL	0.00	0.00	70,000.00	41.46	29,025.00	40,975.00
601311	23MNT21	TUCKPOINTING - BISULFITE BUILDING	0.00	0.00	100,000.00	0.00	0.00	100,000.00
601311	23MNT22	ADMIN EAST STAIR REPAIR	0.00	0.00	0.00	0.00	54,178.00	(54,178.00)
601312	22MNT43	REBUILD CLARIFIER DRIVE ASSEMBLY	0.00	0.00	90,000.00	0.00	0.00	90,000.00
601314	20MNT20	PLANT WATER PUMP#1 REHAB	0.00	0.00	40,000.00	0.00	0.00	40,000.00
601314	23MNT13	EFFLUENT PUMP #5 RENEWAL	0.00	0.00	50,000.00	0.00	0.00	50,000.00
601311	20MNT02	DOOR REPLACEMENT PROGRAM	0.00	0.00	100,000.00	0.00	0.00	100,000.00
601311	21I&C05	WYCKLES EAST LOADOUT BARGE CONTROL PN:	0.00	2,960.63	0.00	100.00	202.50	(3,163.13)
601311	21MNT06	WYCKLES DECANT FACILITY RENEWAL	0.00	0.00	0.00	0.00	697.68	(697.68)
601311	22COL05	TRANSFER SWITCH AND FENCING - KMART L:	0.00	0.00	20,000.00	0.00	0.00	20,000.00
601314	21COL04	LIFT STATION PUMP RENEWAL	0.00	0.00	45,000.00	0.00	0.00	45,000.00
601314	22COL03	VALVE REHAB - COLLECTION	0.00	0.00	60,000.00	0.00	0.00	60,000.00
601314	22COL04	PUMP RENEWAL - COLLECTION	0.00	0.00	62,500.00	0.00	0.00	62,500.00
601314	23COL04	PUMP RENEWAL - 2023 COLLECTION	0.00	0.00	125,000.00	20.57	25,708.88	99,291.12
601315	23COL07	AIR RELEASE VALVE RENEWAL - 2023	0.00	0.00	25,000.00	0.00	0.00	25,000.00
614210	20ENG06	SOUTH SHORES INTECEPTOR REHAB	0.00	0.00	0.00	0.00	11,062.51	(11,062.51)
Net CAPITAL PROJECTS			128,413.79	2,479,985.44	8,674,500.00	62.72	2,960,769.81	3,233,744.75
TOTAL REVENUES - ALL FUNDS			0.00	28,142.00	0.00	100.00	0.00	(28,142.00)
TOTAL EXPENDITURES - ALL FUNDS			370,759.62	4,065,755.48	14,674,500.00	56.89	4,282,215.14	6,326,529.38
NET OF REVENUES & EXPENDITURES			(370,759.62)	(4,037,613.48)	(14,674,500.00)	56.70	(4,282,215.14)	(6,354,671.38)

**SCHEDULE OF WPCRF LOANS  
1/31/2024**

LOAN DATE	PROJECT	INTEREST RATE	LOAN BALANCE		ANNUAL PAYMENTS
			ORIGINAL	OUTSTANDING PRINCIPAL	
Jun-11	Wyckles PH 1	0.000	818,637	273,249	42,038
Jul-11	Wyckles PH II	0.000	793,557	284,866	40,695
Mar-12	Oreana	0.000	4,882,563	1,896,656	252,887
Dec-12	Stevens Creek	1.250	1,760,912	685,444	103,568
May-13	Argenta	1.250	5,870,416	2,656,454	308,874
Oct-13	Trestle	1.250	2,765,463	1,142,393	134,602
Dec-15	Digester Mixing	1.930	6,870,742	4,807,416	450,720
Mar-16	Sewer Rehab (Eastside Separation)	2.210	2,146,713	1,427,758	136,105
Jun-16	Sludge Thickening	1.995	5,130,373	3,252,266	306,100
Aug-16	Odor Control Ph 2	2.210	3,558,139	2,456,844	226,021
Jun-19	2017 SE36 Rehab	1.760	1,184,097	916,982	71,929
Oct-19	West Headworks	1.760	8,755,000	7,240,488	371,980
Nov-21	S Shores Sewer Lining	1.350	8,600,891	8,074,701	377,881
<b>TOTAL</b>			<b>53,137,504</b>	<b>35,115,516</b>	<b>2,823,401</b>





*SANITARY DISTRICT OF DECATUR, IL*

# **Marketing Report: Year in Review**

**Reporting Period:**

**April 1, 2023 - February 2024**

Reporting Performed & Presented by DCC Marketing

# Summary

Sanitary District of Decatur's Year In Review report includes the following:

- **Traditional**
  - School Tour Visits
  - Devon Sponsorship
  - General Collateral
  - Offer Letter
  - E-Newsletter
  - Plant/ Process Photoshoot
  - Headshots
- **Public Relations**
  - Overview
  - Media Training
  - Coverage
  - Blogs
- **Organic social**
  - Facebook
  - Instagram
  - LinkedIn
- **Paid Digital Campaigns**
  - Recruitment Round 1
  - Recruitment Round 2 & 3
  - Systems Integrator Plan
- **Digital Insights & Recommendations**
- **Retainer Usage Overview**



# 2023-2024

## Overview

- **Continued to execute and build on** the comprehensive public relations and communications strategy put in place in 2022/2023
- **Promoted educational information to foster behavior change** around key initiatives, programs and services that SDD has to offer throughout the year on social media channels, blogs, press releases and limited paid efforts such as the Devon. Focus was on these key areas:
  - Value & Awareness
  - Reliability
  - Environmental Stewardship
  - Resource Conservation
  - Pollution Prevention
- **Served as the marketing liaison & photographer** during the April School Tours
- **Completed a 1-2 day photoshoot** capturing the important steps of the water reclamation process that each team at the Sanitary District completes behind the scenes
- **Bi-weekly Marketing & PR Meetings** held between all parties

## Tactics Completed



Organic & Paid  
Social Media



Photoshoot &  
Headshots



Press Releases  
& Media Training



Database  
Development +  
emailers



Monthly Blog  
Series



Collateral  
Posters | Flyers |  
One-Pagers



School Tours



Website Landing  
Pages

## Impact

- **Digital:** across 3 short run paid campaigns on 2 platforms: more than 150,000 impressions & 1,700 clicks
- **Organic Social:** increase in all areas including page reach, visits and impressions across social channels
- **Public Relations:** 2 pieces of coverage that over 10k views & 5 blogs completed
- **Database:** Over 40 individuals signed up for the July Plastics Free Pledge
- **School Program Participation:** 4 Plant Tours conducted to 200+ DPS Students at the Sanitary District of Decatur as part of the School Outreach Program

# Quick Monthly Highlights

- **April:** Schools Touring SDD Plant
- **May:** Devon Sponsorship Needs + Additional Collateral completed
- **June:** Prep + Planning for upcoming initiatives
- **July:** Plant Process Photoshoot + Plastics Free Pledge Initiative
  - Organic social campaign
  - Free reusable grocery tote for individuals who signed up to take action
  - Blog post
  - Press Release
- **August:** First Official blog posted of ongoing monthly blog series
- **September:** Blog, Team photos, Headshots, Operator open role campaign
- **October:** Blog, Additional photoshoots, Project manager open role campaign
- **November:** Blog, Prep + Planning for new year, initial e-newsletter prep for Q1 Launch
- **December:** Blog, Systems Integrator Plan Developed
- **January:** Blog, Offer Letter Layout, Mailchimp account creation
- **February:** Hotline Launch: PR & Blog

# School Tour Visits

## April 2023


DCC supported SDD on the development of ongoing school program events and the incorporation of immersive learning into the school curriculum. Working together, we developed programs for all ages levels that aligns with their classroom learning. This consisted of the initial launch in 2022 and led to schools visiting the SDD Plant in April 2023 over the span of 3 days.

- DCC supported in coordination and organization with DPS
- DCC member(s) present during school tours to take photos for PR, Social, and Website
- Post tour debriefs and discussion on improvements for continuation for SDD visiting school and vice versa the schools visiting SDD
- School Program Flyers revised for the upcoming school year



# School Program Examples

## Flyer Examples




### Clean Water is worth it

#### Water Education Program K-12

The Sanitary District of Decatur's School Outreach Program is committed to educating students in the importance of keeping pollutants out of the sanitary system, storm drains, and local water ways. Students will participate in fun, educational and interactive presentations with Sanitary District of Decatur team members.


**Teacher Toolkit**  
SDD will provide background information, vocabulary, supplies and take-home activities for students.


**Classroom Activities**  
Based on grade level, SDD can provide classroom activities for students including hands-on experiments.




**Additional Resources**  
SDD will provide additional educational resources for lesson planning and take-home activities for students.


**Field Trip**  
Bring your class on an educational tour of the Sanitary District of Decatur facility to learn about the water reclamation process.





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### Clean Water is worth it

#### Water Education Elementary Program


The Sanitary District of Decatur's School Outreach program is committed to educating young students on how important it is to keep pollutants out of the sanitary and storm drain systems and ultimately out of the Sangamon River. We will accomplish this by teaching students the difference between the systems and how we all can be a part of preventing pollution. Pollutants are carried by runoff from many locations: streets, roadways, commercial & industrial sites and even our homes. Students will participate in fun, educational & interactive presentations with the Sanitary District of Decatur team members.

**Presentation Topics:**  
*Intro to Sanitary District and what happens to the water and waste.*

- What happens when you flush the toilet?
- Will it flow or should it go?
- How the water gets cleaned - Discuss the basic process of screening, sedimentation, digestion and disinfection.

**Classroom Activities:**

- Experiment - TP vs. Flushable Wipe
- Toilet paper and "flushable" wipes are put in clear containers of water and agitated.
- Students are asked to predict the outcome before experiment begins
- Students are asked to discuss results
- Will it Flow matching sheet



**Teacher Toolkit:**

- SDD Background Information
- Definitions
- Supplies Needed (provided by SDD)
- Take Home Activities & Flyers


**Take Home Activities:**


- Water scavenger hunt
- Coloring Page(s)

For additional resources contact the District  
kentn@sddcleanwater.org

[sddcleanwater.org](http://sddcleanwater.org)

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### Clean Water is worth it

#### Water Education Grade School Program

The Sanitary District of Decatur's School Outreach program is committed to educating young students on how important it is to keep pollutants out of the sanitary and storm drain systems and ultimately out of the Sangamon River. We will accomplish this by teaching students the difference between the systems and how we all can be a part of preventing pollution. Pollutants are carried by runoff from many locations: streets, roadways, commercial & industrial sites and even our homes. Students will participate in fun, educational & interactive presentations with the Sanitary District of Decatur team members.


**Presentation Topics:**  
*Where does Wastewater go*

Sanitary District Staff will explain the wastewater treatment process from drain to discharge into the Sangamon River

- About Wastewater Treatment booklet


**3D EnviroScape Drinking Water/Wastewater model**

The model traces the path of the water we use in our communities. Participants receive a hands-on demonstration as they draw real water from the river and send to the water treatment plant for processing.



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### Clean Water is worth it

#### Water Education Grade School Program

The Sanitary District of Decatur's School Outreach program is committed to educating young students on how important it is to keep pollutants out of the sanitary and storm drain systems and ultimately out of the Sangamon River. We will accomplish this by teaching students the difference between the systems and how we all can be a part of preventing pollution. Pollutants are carried by runoff from many locations: streets, roadways, commercial & industrial sites and even our homes. Students will participate in fun, educational & interactive presentations with the Sanitary District of Decatur team members.

**Classroom Activities:**

- Scientific Method for dissolvability of different items (Toilet Paper, Facial Tissue, paper towel, flushable wipes and baby wipes, cotton balls.)
- Build a filter experiment - Students build their own simple treatment process by passing dirty water through a filter made with materials you can find in your home.
- Let's Learn About Wastewater Treatment - Activity Book

**Teacher Toolkit:**

- SDD Background Information
- Definitions
- Supplies Needed (provided by SDD)
- Take Home Activities & Flyers


**Take Home Activities:**

- A day without water art project (October 20)
- Students draw about what a day without water would look like

For additional resources contact the District  
kentn@sddcleanwater.org


[sddcleanwater.org](http://sddcleanwater.org)

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# School Program Examples

## Flyer Examples



**Clean Water**  
*is worth it*

**Water Education  
High School Program**

The Sanitary District of Decatur's School Outreach program for high school students is committed to educating students on available careers in the wastewater industry and standard methods used in a laboratory setting.

**Presentation Topics:**

- Careers in the Wastewater Industry Presentation
- Standard Methods for Water & Wastewater


**Classroom Activities:**


**Water Investigators Program**

This program requires preparatory work including sample collection, analysis, and collection of watershed information. The forty-five minute program itself consists of two parts, five minutes of introduction and forty minutes of hands-on analysis called the Water Investigators Challenge.

**Imagine A Day Without Water Video Project**

Students should research the South Africa "Day Zero" water crisis and the current drought in the United States then storyboard, produce, film, and edit a video that represents the importance of water and the value it has in our everyday lives. Submissions can be done as a group or on an individual basis.

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**Clean Water**  
*is worth it*

**Water Education  
Middle School Program**

The Sanitary District of Decatur's School Outreach program is committed to educating young students on how important it is to keep pollutants out of the sanitary and storm drain systems and ultimately out of the Sangamon River. We will accomplish this by teaching students the difference between the systems and how we all can be a part of preventing pollution. Pollutants are carried by runoff from many locations: streets, roadways, commercial & industrial sites and even our homes. Students will participate in fun, educational & interactive presentations with the Sanitary District of Decatur team members.

**Teacher Toolkit:**


- SDD Background Information
- Definitions
- Supplies Needed (provided by SDD)
- Take Home Activities & Flyers



**Take Home Activities:**

**A day without water essay project**

Students research the South Africa "Day Zero" water crisis and write a one page essay about what a day without water would be like. Teachers can use this as a graded assignment or select the 3 best essays for submittal to a county wide contest sponsored by the District.

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**Field Trip to Plant:**

**Tour of Laboratory with review of equipment in Professional Laboratory**

- Hands-on River Sampling and comparison of results between class and District Staff.
- Students receive hands-on experience collecting and testing environmental samples. The SDD provides a tour of the District laboratory to show the students equipment used in a professional laboratory and how samples are tested at the District. Then the students would go out in the field to collect samples of the Sangamon River and/or Stevens Creek. The samples would be split, with a portion being tested by the students at the school laboratory based on methods learned in the water investigators program and a portion being tested at the SDD laboratory. The test results would then be compared to see how well the student testing compared to the SDD testing. Students can then discuss theories about any differences.



**Teacher Toolkit**

- SDD Background Information
- Definitions
- Supplies Needed (provided by SDD)

For additional resources contact the District  
[kentn@sddcleanwater.org](mailto:kentn@sddcleanwater.org)

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**Presentation Topic:**  
**Waste, Water, and Wastewater**

Wastewater contains solids, chemicals, and microorganisms, and can be a challenge to clean before it is released into a neighboring body of water. If the water is not properly cleaned, it can lead to environmental disaster such as the Cuyahoga River Fire. In this lesson students design a wastewater treatment facility that effectively removes contaminants. Students should be familiar with properties used for separating mixtures such as size, solubility, density, magnetism, and so on. In this lesson, they will apply what they know about how to separate a mixture.


**Classroom Activities:**

<b>How much water do we use? activity - Engagement (15 minutes)</b>	<b>What's In our water must come out activity - Exploration (45 minutes)</b>	<b>Modeling the Wastewater Treatment Process activity - Explanation &amp; Evaluation (60 minutes)</b>
Students brainstorm ways in which water is used and compare current usage to past usage.	Students hear about the Cuyahoga River Fire and wonder about how disasters like that can be prevented. They use this tragedy to begin thinking about how to design a wastewater treatment facility.	Students create models of wastewater treatment facilities on paper, peer-review each other's work, and compare their designs to that which is used in their hometown.


**Field Trip to Plant:**

**Sanitary District Treatment Plant Tour - 3 Hours**

- District staff will take students on a tour of the treatment plant from inflow to discharge in the river, the laboratory and the native prairie.
- The District will provide an opening gathering to outline safety procedures and expectations for touring a working wastewater treatment plant. Larger groups between 30 and 90 students will be divided into two groups for the tours.



For additional resources contact the District  
[kentn@sddcleanwater.org](mailto:kentn@sddcleanwater.org)

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# Devon Amphitheater Sponsorship

## Sandwich Boards

## Flyer

# Clean Water is worth it

Sewers and wastewater treatment are a critical part of our urban infrastructure that help prevent pollution, safeguard from flooding and eradicate water-borne diseases from the water supply.

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# Did you know?

The Sanitary District of Decatur serves more than **75,000 residents** of the Decatur, Forsyth, Mt. Zion, Argenta, Oreana and Industrial and commercial users in the Decatur metropolitan area.

Established in 1917, SDD works around the clock to treat the areas wastewater and strive to

## #keepitclean

sddcleanwater.org

## SPLASH SAYS REMEMBER NOT TO FLUSH THESE ITEMS

<b>DO NOT FLUSH</b>	<b>Wipes</b> 	<b>Medication</b> 
	<b>Garbage</b> 	<b>Cotton Products</b> 

#keepitclean  
sddcleanwater.org

# our mission

To protect and safeguard public health, the environment, and reduce pollution by providing efficient, effective, equitable, reliable and safe water reclamation services to the residents and Industries of the District through sustainable solutions and fiscal stewardship.

Visit [sddcleanwater.org](http://sddcleanwater.org) to learn more.

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## WATER RECLAMATION PROCESS

Sewers and wastewater treatment are a critical part of our urban infrastructure that help prevent pollution, safeguard from flooding and eradicate water-borne diseases from the water supply. But how do they work? Here's how wastewater from your home makes it to our facility for treatment.

*Clean water is worth it.*

1. water pressure and gravity move waste through your home's plumbing system and to the main drain.
2. the sanitary district then leads the waste water and debris into the sewer main line.
3. your home's main drain meets up underground with the municipality's sewer system until it reaches the sanitary district.
4. all of materials removed from the sewer enter go through a treatment process before being used as compost on a farm.

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# Additional Collateral

## Brochure

### TREATMENT PLANT DATA

#### COLLECTION SYSTEM

Service Area ..... 45 sq. miles  
Gravity Flow Interceptors ..... 66.5 miles  
Force Mains ..... 28.0 miles

#### Pump Stations

Operated & Maintained ..... 41 (21 owned by others)  
Combined Sewer  
Overflow Facilities ..... 4

#### PLANT CAPABILITIES

Average Daily Flow Design ..... 41 MGD  
Peak Flow Design (Wet-Weather) ..... 125 MGD  
Biological Oxygen Demand (BOD) ..... 63,646 lbs/day  
Total Suspended Solids (TSS) ..... 108,529 lbs/day

#### INFLUENT CHARACTERISTICS

BOD Concentration ..... 110 mg/l  
TSS Concentration ..... 150 mg/l  
Ammonia Concentration ..... 8.3 mg/l

#### HEADWORKS

1/4 Inch Parkson  
Self-Cleaning Screens ..... 5 @ 6 ft width  
Grit Removal Tanks ..... 4 @ 72,000 gal ea.  
Huber Grit Removal Systems ..... 4 @ 400 gpm

#### PRIMARY CLARIFIERS

Size (Diameter & Depth) ..... 2 @ 100 ft x 12 ft  
Size (Diameter & Depth) ..... 4 @ 130 ft x 12 ft

#### AERATION TANKS

Size ..... 1 @ 239'x36'x18' deep  
Volume ..... 1 @ 1,222,800 gal.  
Size ..... 5 @ 239'x76'x18' deep  
Volume ..... 5 @ 2,445,600 gal. ea.  
Total ..... 13,450,800 gal.

#### FINAL CLARIFIERS

Size (Diameter & Depth) ..... 20 @ 125 ft X 14'

#### EFFLUENT PUMPING

Pumping Capacity ..... 5 Pumps @ 32.5 MGD  
Pumping Horsepower ..... 2 @ 300HP & 3 @ 320HP  
Recycled Plant Water ..... 3 Pumps @ 3,000 GPM ea.

#### DISINFECTION FACILITIES

Bleach Addition Tanks ..... 5 @ 4,000 gal ea.  
Dechlorination Tanks ..... 2 @ 4,000 gal ea.  
Contact Tanks ..... 2 @ 674,200 gal ea.

### FINANCIAL DATA FOR 2023

#### PROPERTY TAXES

Total Equalized Assessed Value ..... \$ 1,158,086,673  
Tax Rate / \$100 EAV ..... 0.3412  
Tax Levy ..... 3.951432  
Median Home Annual Tax Bill ..... \$ 7199

#### USER FEES

Rate ..... \$ 1.80 / 100 ft<sup>3</sup>  
Industrial Customer Budget ..... \$ 14,935,000  
Residential Customer Budget ..... \$ 5,519,000  
Annual User Fees @ 175 gal / day ..... \$ 174.70

#### CUSTOMERS BY LOCATION

Decatur ..... 26,727  
Mt Zion ..... 1,917  
Forsyth ..... 1,583  
Argenta ..... 396  
Onesa ..... 350  
Long Creek Township ..... 134  
Industry billed directly ..... 3  
Harristown ..... 1  
Total ..... 31,111

#### BUDGET

**Revenue**  
Operating Revenue ..... \$ 26,881,500  
Other Revenue ..... \$ 11,339,000  
**Total Revenue ..... \$ 38,220,500**  
**Expense**  
Operating Expense ..... \$ 15,669,800  
Capital Expense ..... \$ 13,241,200  
Debt Service ..... \$ 3,033,000  
Other Expense ..... \$ 6,210,500  
**Total Expense ..... \$ 38,220,500**

#### OUTSTANDING DEBT

State Revolving Loan Fund ..... \$ 37,358,150  
Total Outstanding Debt ..... \$ 37,358,150

#### PERSONNEL

Full-Time Positions ..... 60  
Trustees ..... 5



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*Our mission is to protect and safeguard public health, the environment, and reduce pollution by providing efficient, effective, equitable, reliable and safe water reclamation services to the residents and industries of the District through sustainable solutions and fiscal stewardship.*

## Fact Sheet

# PFAS

## Per-and Polyfluoroalkyl Substances

### What are PFAS?

Per-and polyfluoroalkyl substances (PFAS) are a group of chemicals used to make fluoropolymer coatings and products that resist heat, oil, stains, grease and water. Fluoropolymer coatings can be found in a variety of products including clothing, furniture, adhesives, food packaging, non-stick cooking surface, cosmetics, dental floss and the insulation of electrical wire.

### Stay in the Know

PFAS are an emerging topic and there has not been enough research or sampling to provide scientifically valid information. We will continue to learn about the subject and communicate with farmland owners and operators before the next biosolid land application next fall. It is our mission to protect the environment and comply with all government regulations and recommended practices should they be established.

### Testing & Regulation

There are currently no regulations, standards or approved testing methods for PFAS in biosolids. The EPA has been focusing on PFAS in drinking water as it has been the main source for human consumption.

SDD has proactively submitted testing samples to be analyzed by a third-party testing lab using the drinking water test method to determine if PFAS is present in various locations in the treatment process. The tests cost over \$300 per sample and take up to 6-8 weeks for results.

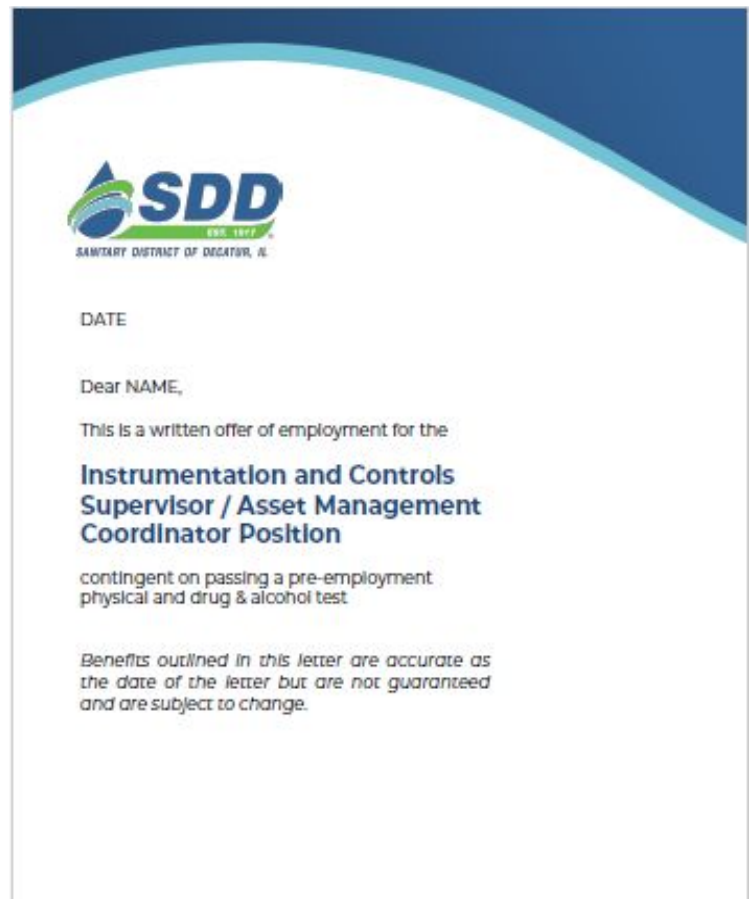
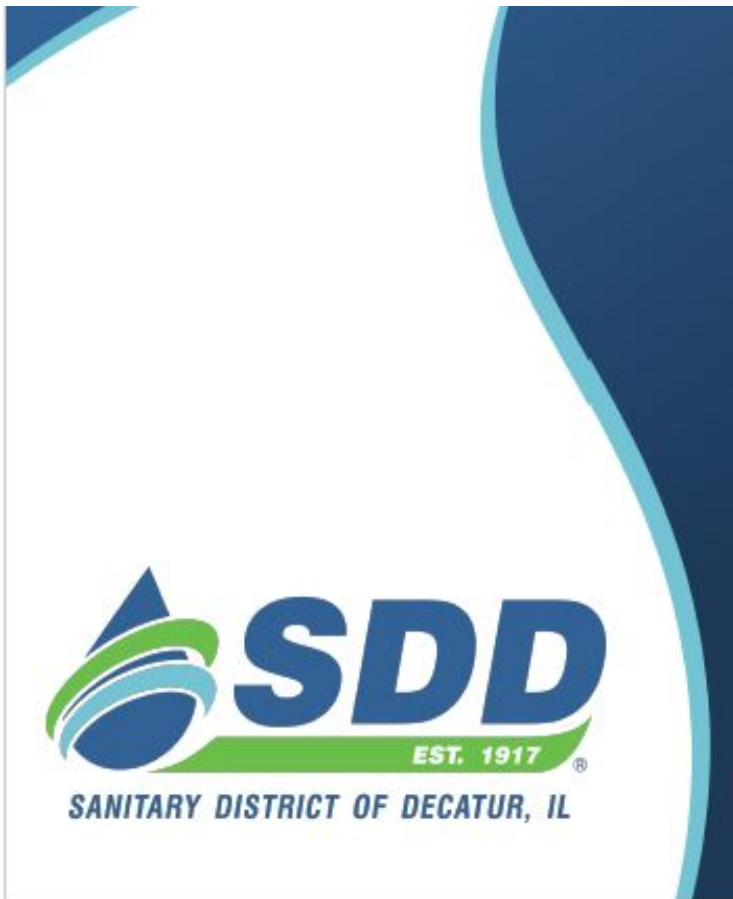
The tests are able to detect extremely small amounts of PFAS chemicals. Since PFAS is everywhere in the environment, it can be very difficult to ensure that samples are collected and analyzed without any external contamination.

The test from biosolids storage lagoons showed the existence of five of the over 5000 PFAS related chemicals with values ranging from 8.6 to 28.7 parts per trillion. PFOA, one of the two EPA targeted chemicals, was 11.5 which is three times higher than the proposed drinking water standard. State biosolids application regulations require that the biosolids are applied a minimum of 200 feet from wells. The Sanitary District of Decatur land application contractor doubles this and does not apply within 400 feet of wells.



# Offer Letter

DCC created an editable, updated graphic look of the job offer letter to help lay the content out in a way that is easier to digest, as SDD looks to elevate their first official impression to qualified candidates.



# E-Newsletter

## QUARTERLY NEWSLETTER



We are delighted to bring you the very first edition of the Sanitary District of Decatur Newsletter! As we navigate through January, we want to keep you informed about the important initiatives, updates, and events happening within our district. Our mission stays true to providing comprehensive wastewater treatment services to residents while also meeting the needs of industrial and commercial users within the Decatur metropolitan area.

- Kent Newton, SDD Executive Director



### Routine Preventative Maintenance

As we quickly approach mid-winter, SDD is actively engaged in crucial maintenance, specifically targeting property easements. Beyond the seasonal aesthetics, SDD's focus on routine easement maintenance is pivotal in preventing sewer overflows. The proactive clearing of trees and plants ensures unobstructed access to sewer lines, reducing environmental risks. With a systematic approach and potential integration of drone technology, SDD remains committed to regulatory compliance, cost savings, and maintaining an efficient wastewater infrastructure. Learn more about the strategic importance of winter preparations for these private zones in our [latest blog](#).

[Read More](#)



### Fostering Environmental Education

At The Sanitary District of Decatur, we understand the importance of nurturing environmental awareness from an early age. Our commitment to this cause is evident through tailored educational programs for students, designed to foster a robust foundation of knowledge, awareness, and action for sustainable living. Going beyond conventional classroom learning, these programs offer students hands-on experiences at our facilities, providing a firsthand understanding of the vital role they play in environmental conservation. Join us in shaping the future by empowering the next generation with the tools and insights needed for a greener and more sustainable world. Learn more about the school programs we have available.

[Read More](#)



### Administration Team Spotlight

In this edition of SDD's Newsletter, we shine a spotlight on the dedicated individuals who form the backbone of The Sanitary District of Decatur's Administration Team. Led by our accomplished leaders, the administrative staff plays a pivotal role in ensuring the seamless operation of our district. Here's how they help support our success:

- **Fulfilling the Mission:** The Admin Team supports teammates, demonstrates fiscal responsibility, offers stellar customer service, and empowers a skilled workforce, aligning with SDD's mission.
- **Unique Unity:** They blend professionalism with a fun atmosphere, fostering a positive work environment that promotes balance and motivation.
- **Collaborative Spirit:** Always available to help, the team ensures the needs of our organization, coworkers, and community are met efficiently and with care.
- **Evolution and Innovation:** Embracing technology, they've streamlined processes, reduced paper usage, and enhanced HR functions, supporting a strong workforce.
- **Setting New Horizons:** HR plans specialized trainings for team cohesion, while finance aims to upgrade ERP software for increased efficiency and employee self-service options.

We appreciate your hard work here at SDD, and we're proud to celebrate the Admin Team's invaluable contributions as they continue to drive excellence within our organization.

### Careers at SDD

Beginning a career with The Sanitary District of Decatur means becoming a vital part of a mission-driven team committed to environmental care and community well-being. Join us in maintaining the highest standards in wastewater treatment services and contributing your skills to enhance the overall health and sustainability of the Decatur metropolitan area.

» **NOW HIRING!**

APPLY ONLINE AT [SDDCLEANWATER.ORG](http://SDDCLEANWATER.ORG)

[View Openings](#)



### Did you know?

Wastewater treatment facilities in the United States process approximately **34 billion gallons of wastewater every day!**

This substantial volume underscores the crucial role these facilities play in protecting both public health and environmental well-being. The hard work behind the scenes by dedicated professionals in this field is pivotal in maintaining the health of our environment and communities. So, the next time you turn on the tap or flush, take a moment to appreciate the essential work happening behind the scenes to keep things running smoothly.

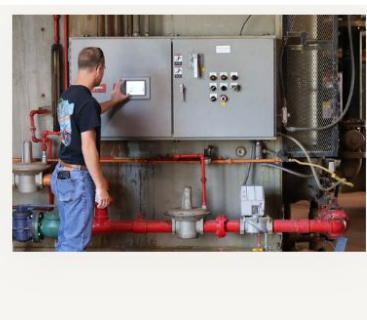


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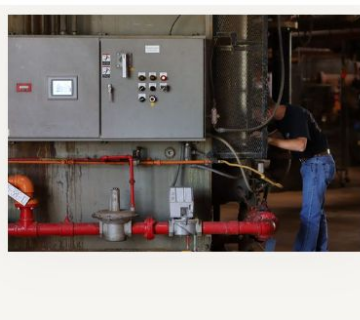


# Plant Tour + Process Photoshoot

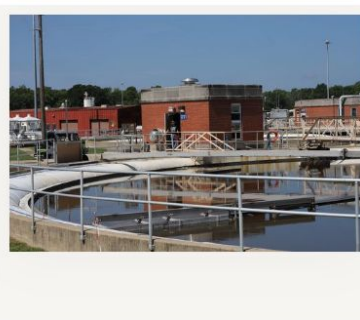
The DCC team along with SDD members went through all of the steps in the water reclamation process, while capturing as much of it as possible in photos to utilize across educational and informational content across platforms. [Dropbox Link](#)



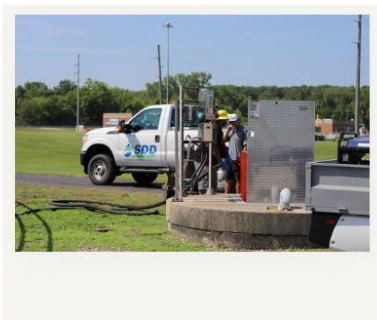
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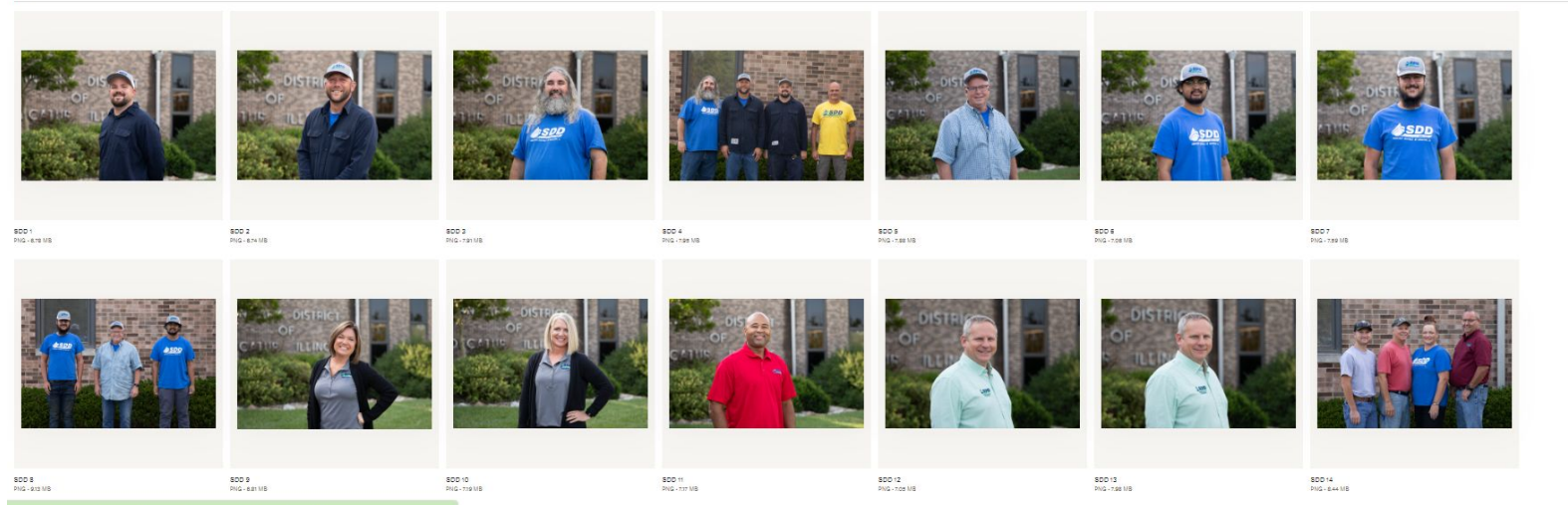
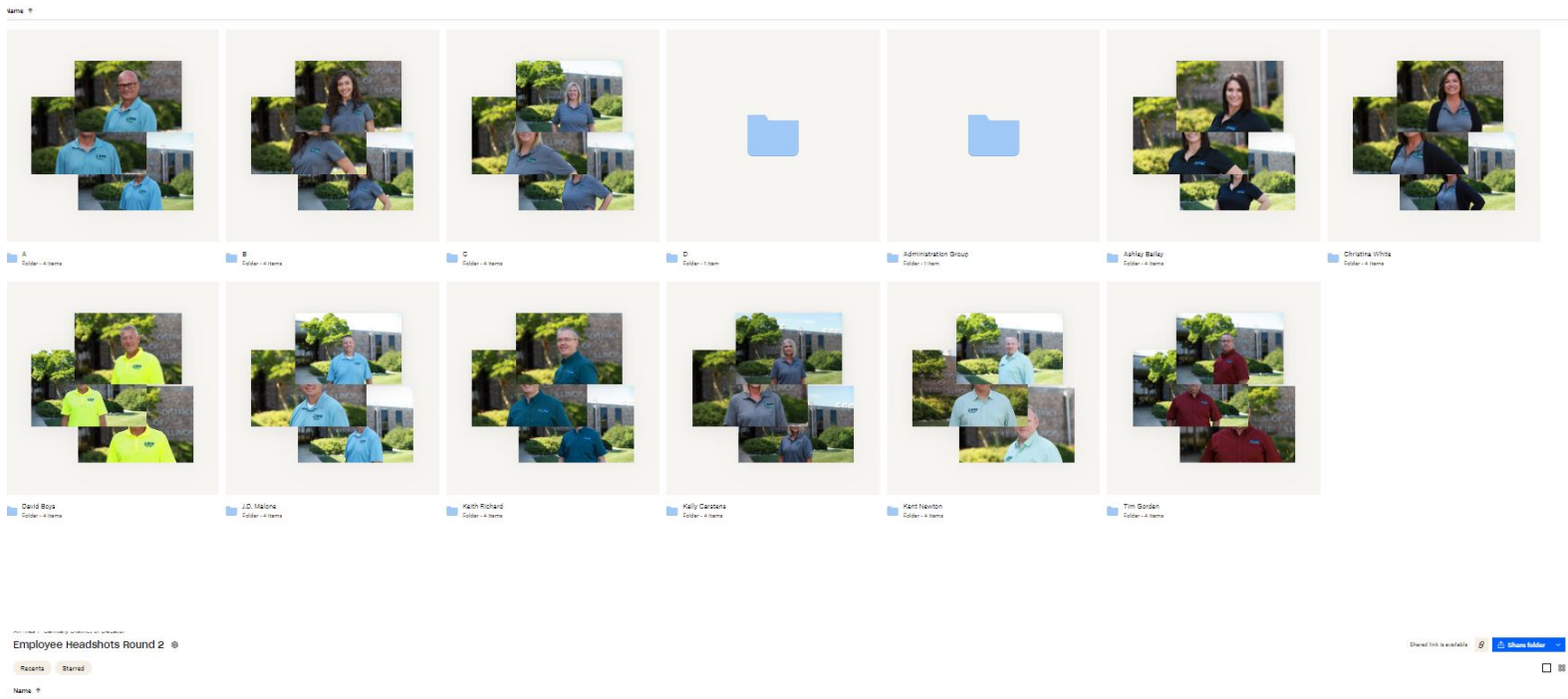
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# Team Photos + Headshots

Department team photos were taken along with individual headshots for SDD Employees. Team photos are being utilize on social media, the newsletter & blogs as we highlight the significance behind each departments role at the Sanitary District of Decatur.



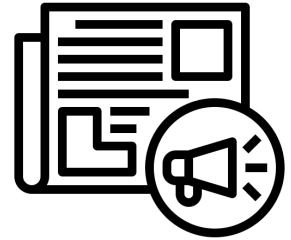
# Public Relations



# Public Relations Overview

## Messaging and PR:

- Executive Continued Media Training
- Monthly Blog posts
- Ongoing recommendations and support during bi-weekly calls



## Releases: [Coverage Book](#)

- Plastics Free Challenge
- Community Hotline

## Summary

---

**2**

Pieces of Coverage

Total number of online, offline and social clips in this book

**10.9K**

Estimated Views

Prediction of lifetime views of coverage, based on audience reach & engagement rate on social

**943K**

Audience

Combined total of publication-wide audience figures for all outlets featuring coverage

**118**

Engagements

Combined total of likes, comments and shares on social media platforms

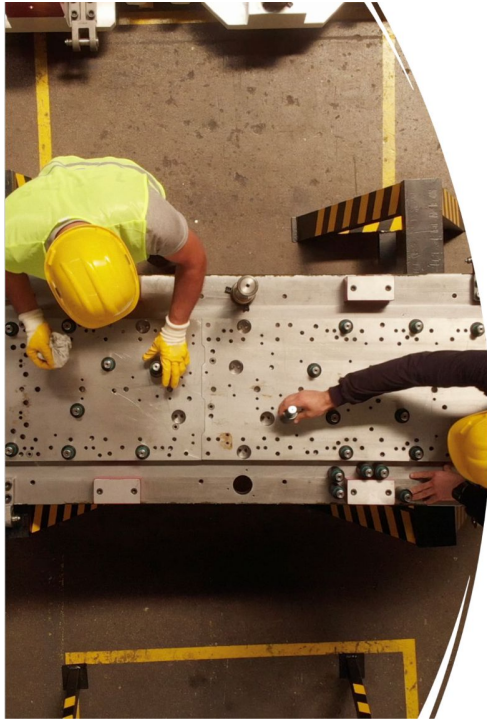
**61**

Avg. Domain Authority

A 0-100 measure of the authority of the site coverage appears on. Provided by Moz

# Public Relations

## One on One Executive Media Training



## TRAINING OVERVIEW

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- BASELINE INTERVIEW
- BUILDING THE RIGHT MESSAGE FOR THE RIGHT AUDIENCE
- PRACTICE INTERVIEW #2
- NON-VERBAL COMMUNICATION
- PRACTICE INTERVIEW # 3

## GOALS

---

- Learn how to communicate more effectively
- Become more confident in building and delivering messages
- Establish message consistency in interviews/presentations
- Acquire communication tools to prepare and practice audience engagement





# Public Relations

## Plastic Free Challenge Coverage

**WAND-TV**

**61**  
Domain Authority  
Provided by MOZ

**943K**  
Unique Visits

81°  
Partly Cloudy

NEWS WEATHER SPORTS COMMUNITY CONNECT JOBS CONTEST VOTE NOW
Watch Live

**Decatur residents asked to participate in plastic-free challenge**

Caryn Eisert Jul 20, 2023 Updated Jul 20, 2023

**WEATHER FORECAST**

DECATUR, Ill. (WAND) — The Sanitary District of Decatur has invited the community to take part in the plastics-free challenge.

July is Plastics-Free Month and the Sanitary District of Decatur is asking area residents to sign on to a plastics-free pledge for 30 days to help reduce the amount of plastic waste. More than 50% of waste removed from the Sanitary Sewer System came from single-use plastics like disposable grocery bags and plastic water bottles.

"So people who throw a plastic bag away or it gets away from them in the wind, it will get into the storm drain and eventually come here (SDD)," said Kent Newton, Executive Director/CFO of SDD.

**Upcoming Events**

ye Sandwich Fundraiser    AUG    Big I

July 20, 2023 • ONLINE

### Decatur residents asked to participate in plastic-free challenge

[wandtv.com/news/decatur-residents-asked-to-participa...](https://www.wandtv.com/news/decatur-residents-asked-to-participa...)

Estimated Views **5.16K**  
Estimated views calculated based on audience size and social engagement

Engagements **88**  
Total number of social engagements

# Public Relations

## Community Hotline Release

**Decatur Tribune**

30 Domain Authority Provided by MOZ | 1.1K Unique Visits

**Decatur Tribune** 59 Decatur, IL MOSTLY CLOUDY

HOME NEWS HERE AND THERE CITY BEAT E-EDITION SUBSCRIBE PHOTOS EVENTS REGIONAL NEWS WEATHER RADAR

### SANITARY DISTRICT OF DECATUR LAUNCHES NEW COMMUNITY HOTLINE FOR SWIFT ISSUE REPORTING

February 7, 2024 | 0

The Sanitary District of Decatur (SDD) is launching a dedicated hotline for customers in Decatur and Macon County to quickly report issues within the Sanitary District's jurisdiction. The goal is to provide a convenient and efficient way for the public to report various sanitation-related issues, fostering enhanced communication between the community and the Sanitary District.

The hotline, reachable at **1-447-CALL-SDD**, is designed to streamline the reporting process for concerns such as sewage overflows, missing manhole covers, and odors emanating from ditches, creeks, or other bodies of water and other issues handled by SDD. By introducing this accessible channel, SDD aims to empower residents to play an active role in maintaining the sanitation standards of their neighborhoods.

*"We understand the importance of community involvement in maintaining a clean and healthy environment. This hotline not only provides a quick and simple way for residents to report issues but also*

February 07, 2024 · ONLINE

## SANITARY DISTRICT OF DECATUR LAUNCHES NEW COMMUNITY HOTLINE FOR SWIFT ISSUE REPORTING

[decaturtribune.com/2024/02/07/sanitary-district-of-de...](https://decaturtribune.com/2024/02/07/sanitary-district-of-de...)

Estimated Views

**242**

Estimated views calculated based on audience size and social engagement

Engagements

**0**

Total number of social engagements

# Public Relations

## Additional Coverage

**WAND-TV**

**61**  
Domain Authority

**943K**  
Unique Visits

Provided by **MOZ**

**51°**  
Clear

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Watch Live

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MENU NEWS WEATHER SPORTS COMMUNITY CONNECT JOBS CONTEST VOTE NOW

f t i

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FEATURED

## IDPH tracking COVID through wastewater

Alyssa Patrick · Sep 11, 2023 Updated Sep 11, 2023

10:03 76° WITH WIN OVER DEPAUW MLB: CARDINALS 5 ORIOLES 11 FINAL MLB: ROY

WEATHER FORECAST

3:37 3:52

---

DECATUR, ILL. (WAND) —With the Illinois Department of Public Health (IDPH) expecting a slight rise in COVID-19 cases this fall, health officials are tracking the spread of the virus in a new way. WAND News took a tour inside one of the IDPH's Wastewater Surveillance testing sites to learn how they're being used to track COVID long term.

When anyone in Decatur flushes the toilet, the contents end up at the Sanitary District of Decatur. Researchers can learn a lot by taking a closer look at the sewage.

"Coronavirus can also be shed through the GI route, through feces. So a percentage of people will pass COVID through their system and put it into the toilet and into sewage," Graham Briggs, the State Epidemiologist for IDPH, told WAND News.

**Upcoming Events**

WED 13	<b>Little Bricks &amp; Big Ideas</b> Heyworth Public Li...   Heyworth, IL
WED	<b>DEA - Macon County</b>

September 11, 2023 · ONLINE

## IDPH tracking COVID through wastewater

[wandtv.com/news/idph-tracking-covid-through-wastew...](https://wandtv.com/news/idph-tracking-covid-through-wastew...)

Estimated Views **5.72K**

Estimated views calculated based on audience size and social engagement

Engagements **30**

Total number of social engagements

# Blogs Completed



Q Search

AUGUST 21, 2023

## Plastics-Free Pledge and SDD

[KENT N.](#) / [Educational Outreach](#) [SDD News](#)

**Taking the Plastics-Free Pledge can help the environment while reducing the risk of sewer backups and costly repairs**

By Kent Newton, SDD Executive Director

Plastic waste has become a pressing environmental issue, causing harm to ecosystems and posing risks to public health. The SDD is urging residents of the Decatur area to sign on to a plastics-free pledge for 30 days to collectively reduce the amount of plastic waste that ends up in sanitary sewers and the local environment. By taking individual action, community members can contribute to a more sustainable future and protect their infrastructure from damage and costly repairs.

Each year, the SDD expends tens of thousands of dollars, to remove plastic waste from the sanitary sewer system. The most common items include single-use plastics like grocery bags, plastic water bottles, and food packaging. These materials can cause several issues within the sewer system, such as clogging pipes and drainage systems. Accumulated plastic waste obstructs the flow of wastewater, leading to backups, overflows, and potential damage to vital infrastructure.

In 2022 alone, the Sanitary District of Decatur spent nearly \$40,000 on removing and properly disposing of plastic waste from the system. This figure underscores the financial burden caused by plastic pollution and emphasizes the urgent need for collective action to address the issue.

To reduce the risk of costly backups and repairs, we encourage residents to sign up and participate in the plastics-free pledge. By joining the pledge, individuals commit to reducing their use of plastics and adopting sustainable alternatives. Some recommended actions include refraining from using single-use plastic items like straws, bags, and cutlery, opting for reusable alternatives such as water bottles, cloth bags, and metal or bamboo straws, and choosing products with minimal or plastic-free packaging. Additionally, participants are encouraged to recycle or properly dispose of any unavoidable plastic waste.

### RECENT NEWS

SDD Request for Proposals for ICP-OES Instrument January 2024  
[JANUARY 15, 2024](#)

Winter Easement Maintenance Essential to a Healthy Sanitary System  
[DECEMBER 13, 2023](#)

Imagine a Day Without Water  
[OCTOBER 18, 2023](#)

Educating students about the importance of Environmental protection is a priority for SDD  
[SEPTEMBER 22, 2023](#)

Plastics-Free Pledge and SDD  
[AUGUST 21, 2023](#)

## Plastics Free



SEPTEMBER 22, 2023

## Educating students about the importance of Environmental protection is a priority for SDD

[KENT N.](#) / [Educational Outreach](#)

In an era where environmental consciousness is imperative for the future of our planet, the role of educational institutions and organizations in shaping environmentally responsible citizens cannot be overstated. The Sanitary District of Decatur has taken this responsibility to heart by offering an array of innovative and impactful educational programs designed to instill environmental awareness and sustainable practices in students. These programs not only foster a sense of responsibility towards the environment but also empower the next generation to be active participants in preserving our planet.

### The Essence of Environmental Education

The Sanitary District of Decatur recognizes the significance of nurturing environmental stewards from a young age. By providing educational programs for students, our aim is to cultivate a strong foundation of knowledge, awareness, and action toward sustainable living. These programs go beyond traditional classroom learning by also providing students with hands-on experiences at our facilities.

### School Outreach Program

The Sanitary District of Decatur's School Outreach program is committed to educating young students on how important it is to keep pollutants out of the sanitary and storm drain systems and ultimately out of the Sangamon River. By teaching students the difference between the systems and how they can be a part of preventing pollution, they can develop habits that can be passed on for generations. Pollutants are carried from many locations including our homes, commercial & industrial sites and runoff from streets & roadways.

### Programs for every age

Understanding that educational needs evolve as students grow, the Sanitary District offers a range of programs designed for different age groups. From elementary school children to high school students, each program is tailored to match the developmental stages and learning capabilities of the participants. This ensures that the information imparted is engaging, relevant, and easy to comprehend. Follow this link to the K-12 Education

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Plastics-Free Pledge and SDD  
[AUGUST 21, 2023](#)

## Student Education

# Blogs Completed



Home > SDD News > Imagine a Day Without Water >

OCTOBER 18, 2023

## Imagine a Day Without Water

KENT N. / SDD News

Kent Newton-SDD Executive Director

Water is an essential element of our daily lives, a precious resource that often goes unnoticed until it's absent. The Sanitary District of Decatur understands the significance of water in our community, and we're proud to participate in the "Imagine a Day Without Water" campaign. This nationwide initiative aims to raise awareness about the vital role water plays in our lives and communities. We hope our participation in this campaign will inspire our communities to appreciate, conserve, and protect our most valuable resource.

The "Imagine a Day Without Water" campaign is an opportunity for us to reflect on the critical role water plays in our daily lives. It encourages us to contemplate what a day without water would look like, highlighting the numerous ways water influences our routines, jobs, health, and well-being.

In the Decatur area, water is not just a convenience; it's a cornerstone of our community's prosperity. Our industrial base relies on water for production processes, and our agricultural sector depends on it to grow crops. Without a reliable water supply, these essential components of our local economy would be compromised. Moreover, our homes, schools, and hospitals rely on clean and safe water for drinking, cooking, and sanitation. A day without water would disrupt these essential services, affecting the health and quality of life for our residents.

The Sanitary District of Decatur is committed to providing Macon County and the City of Decatur with safe, reliable and cost-effective wastewater services. Our efforts include working continuously to improve wastewater collection and treatment facilities and processes to protect the environment and public health.

This campaign serves as a reminder of the importance of water conservation and the responsible use of this finite resource. By participating in the "Imagine a Day Without Water" campaign, we hope to raise awareness

Q Search

### RECENT NEWS

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JANUARY 15, 2024

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DECEMBER 13, 2023

Imagine a Day Without Water  
OCTOBER 18, 2023

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Plastics-Free Pledge and SDD  
AUGUST 21, 2023

## Imagine A Day Without Water



## Water Easement Maintenance

DECEMBER 13, 2023

## Winter Easement Maintenance Essential to a Healthy Sanitary System

KENT N. / SDD News

Kent Newton-SDD Executive Director  
December 2023

With another winter season upon us in central Illinois, the Sanitary District of Decatur (SDD) is gearing up for a crucial season of maintenance. Ever wonder why those easements on your property need special attention, especially during the winter?

Winter prompts us to think about less glamorous aspects of infrastructure, and the Sanitary District of Decatur (SDD) turns its focus to ensuring our wastewater systems weather the chill. Specifically, the focus is on property easements – those designated zones on private property are crucial for sewer infrastructure. This month's blog is about our meticulous winter efforts and why it's not just routine maintenance.

Why the Fuss about Easements?

The objective of maintaining property easements is to prevent sewer overflows, a problem that can result from a lack of routine inspection and cleaning. Regular easement maintenance is part of the District's requirements set by state and federal laws to ensure that all sewage remains contained. This is a fundamental service provided by SDD to adhere to regulatory standards and maintain a functional wastewater system. Easement maintenance allows the District access to maintenance holes to inspect the underground sewers with cameras and clean the pipes on a regular basis.

Clearing the Path: Trees, Plants, and Winter Prep

The removal of trees and plants from easements isn't merely an aesthetic decision. It is a strategic move to maintain unhindered access to sewer lines. Root infiltration is a common cause of sewer issues, and SDD's

Q Search

### RECENT NEWS

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# Blogs Completed

## Hotline

[Home](#) > [SDD News](#) > [New Hotline Aims to Better](#) >

FEBRUARY 8, 2024

### New Hotline Aims to Better Connect SDD with Community

[KENT N.](#) / [SDD News](#) / [Hotline](#)

#### New Hotline Aims to Better Connect SDD with Community

*Kent Newton-SDD Executive Director*  
February 2024

It's new year and the Sanitary District of Decatur is even more committed to the importance of community involvement in maintaining a clean and healthy environment. We recently learned on social media that while we have been around for over 105 years (before the telephone was widely used) some of our customers didn't know how to reach us.

That's why we are stepping up our game by launching a dedicated hotline for our customers. Now there is a hassle-free way to report concerns like sewage overflows, missing manhole covers, and unusual, unpleasant odors in ditches and creeks or to ask questions.

The hotline is reachable at 1-447-CALL-SDD and is accessible 24/7 just like our operations staff. Whether it's the crack of dawn or the middle of the night, you can dial in and report urgent concerns directly to one of our staff members, or "leave a message for things that do not need to be addressed as quickly."

This hotline not only provides a quick and simple way for residents to report issues but also demonstrates our commitment to open communication. We value the partnership with our community and believe this hotline will further strengthen our relationship with the residents of Decatur and Macon County.

Here are some key features to keep in mind:

Efficient Reporting: Just dial 1-447-CALL-SDD, and you're good to go.

24/7 Availability: Because issues don't wait for office hours.

Prompt Response: SDD is on the case, committed to addressing concerns with the urgency they deserve.

Now, let's talk about what kind of issues you can bring to use the hotline. If you've ever come across sewage overflowing, or if manhole covers are missing, this is the hotline for you. If you catch a whiff or a glimpse of a strong odor in unexpected places, we want to know. And if you observe any peculiar behavior from Sanitary District vehicles we want to hear about it.

We also want to answer your questions. If you want to verify whether SDD staff are working in your area, find out how to schedule a speaker, arrange a tour of the wastewater treatment plant or have general questions about sanitary district property taxes or user fees (not individual billing questions), this hotline is the place to

Search

#### RECENT NEWS

2024 Chemical, Fuel and Polymer Bid Notice

FEBRUARY 9, 2024

New Hotline Aims to Better Connect SDD with Community

FEBRUARY 8, 2024

SDD Request for Proposals for ICP-OES Instrument January 2024

JANUARY 15, 2024

Winter Easement Maintenance Essential to a Healthy Sanitary System

DECEMBER 13, 2023

Imagine a Day Without Water

OCTOBER 18, 2023

# Organic Social



# Organic Social Overview

DCC developed content, creative and the overall organic social calendar for SDD to post on average 1x a week across multiple channels (Facebook, Instagram & LinkedIn) to promote awareness & education about SDD. This year onwards DCC recommends posting on average 2x a week across platforms.

Examples below:

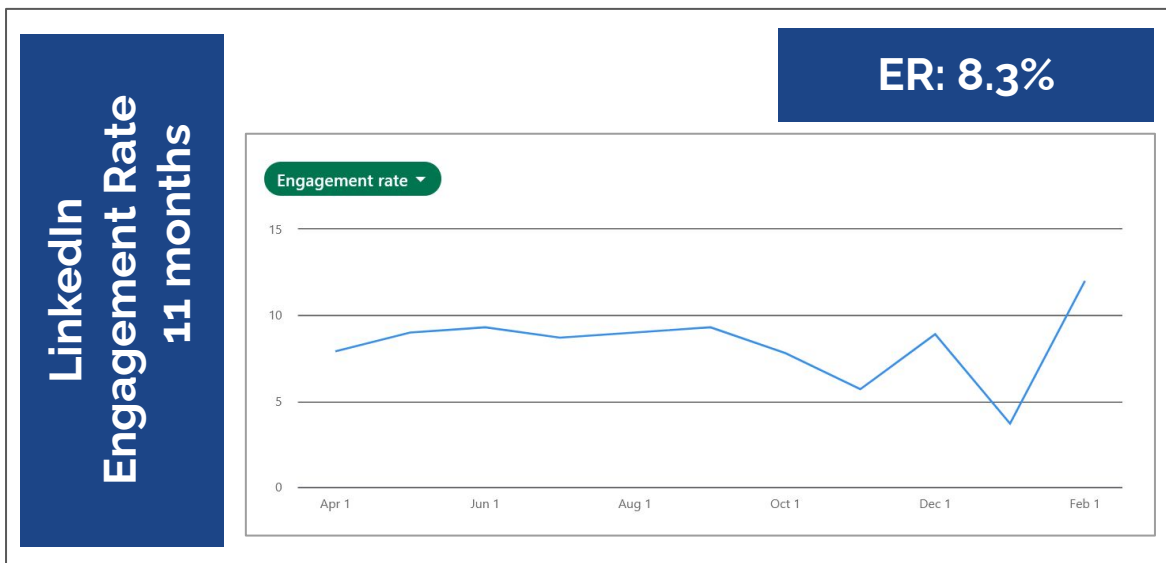
<p><b>Organic Social</b></p> <p><b>May</b></p> <p><b>May 10</b></p> <p>Our mission is to protect and safeguard public health, the environment, and reduce pollution by providing efficient, effective, reliable and safe water recreation services to the residents and industries of the District through sustainable solutions and local stewardship. Visit <a href="https://sddsanitary.org">https://sddsanitary.org</a> to learn more. #KeepItClean</p> <p><b>May 15</b></p> <p>Did you know even though the Sanitary District was established in 1917, our original treatment facility was completed in 1933. The current treatment facility was completed in 1960 with upgrades in 2010. The next major treatment plant upgrade is expected to be completed by October of 2023 and will address nutrient reductions. Follow along this summer as we share behind the scenes pictures and footage of the Sanitary District! #KeepItClean</p> <p><b>May 25</b></p> <p>The area where it all begins at the Sanitary District is called the headworks. The "headworks" of a wastewater treatment plant is the first stage of a complex process. The first step is use screens and drains to remove all the debris, such as large pieces of wood and concrete. #KeepItClean</p>	<p><b>June/July</b></p> <p><b>June 21</b></p> <p>Celebrate the first day of summer with the Sanitary District of Decatur! As the sun shines brightly today, lets cherish the vital role of water in our lives and the efforts we make to keep it clean and safe. #KeepItClean</p> <p><b>June 27</b></p> <p>Originally, the Sanitary District of Decatur started with a sanitary opening 23 square miles, encompassing the City of Decatur, Decatur Township, parts of South Whiteland and Long Creek Townships. Today, we've expanded and grows since an extensive area covering 41 square miles. #KeepItClean</p> <p><b>July 1</b></p> <p>It's estimated that around 8 million metric tons of plastic has ended up in our oceans. Join us for Plastic Free Month as we take action to reduce plastic production and protect our planet. Together we'll minimize our plastic use and create a cleaner, greener future. #PlasticFreeMonth #KeepItClean</p>	<p><b>Happy New Year from the Sanitary District of Decatur!</b> Thank you for being part of our community and for your commitment to keeping our environment healthy. As we step into 2024, let's strive for a cleaner, greener, and more sustainable year. Cheers to a fantastic 2024!</p>
<p><b>August/September</b></p> <p><b>September 14</b></p> <p>Did you know the average American generates close to 30-100 gallons of wastewater daily through showering, bathing, washing clothes and dishwashing?</p> <p><b>September 22</b></p> <p>As we near the end of summer, you may be thinking about draining your pool soon. We want to remind you when it comes to draining your pool, never drain into the street or storm drains. Your water contains chemicals that can disrupt local ecosystems. Instead, use your home's sanitary sewer discharge. #KeepItClean</p> <p><b>September 28</b></p> <p>Currently, over 16,000 water treatment plants across the United States are working hard with the collection, treatment, and responsible disposal of wastewater. These essential facilities manage an astounding volume of approximately 34 billion gallons of wastewater each day.</p>	<p><b>October/November</b></p> <p><b>October 25</b></p> <p>Through our educational programs, we promote eco-consciousness and hands on learning, fostering a lifelong commitment to the environment. From pollution prevention to witnessing real-world impact, students become advocates for sustainability. Join us in shaping a sustainable future! <a href="https://sddsanitary.org/education/educational-outreach/educating-students-about-the-importance-of-environmental-protection-is-a-priority-for-sdd/">https://sddsanitary.org/education/educational-outreach/educating-students-about-the-importance-of-environmental-protection-is-a-priority-for-sdd/</a> #KeepItClean</p> <p><b>October 31</b></p> <p>This Halloween, we're treating our community to a cleaner, greener holiday! Have an eco-friendly Halloween with the Sanitary District of Decatur. #KeepItClean</p> <p><b>November 8</b></p> <p>Globally, just 20% of wastewater gets the treatment it needs. Which is why we're dedicated to keeping the water of Decatur clean! #KeepItClean</p>	<p><b>#DidYouKnow:</b> Since 1917, the Sanitary District of Decatur has expertly protected the health of local residents by treating wastewater in central Macon County! Our crucial services reach more than 75,000 people, ensuring a cleaner and healthier environment for our community.</p>
<p><b>December</b></p> <p><b>December 5</b></p> <p>Happy holiday season from the Sanitary District of Decatur! In the spirit of the season, let's remember our commitment to the environment and work together to make our holiday celebrations eco-friendly and safe.</p> <p><b>December 13</b></p> <p>Protect your home by protecting your pipes! As winter approaches, there are some simple tips to keep your pipes in tip-top shape. Insulate exposed pipes in cold areas to prevent freezing and potential cracks. Regularly check for leaks or drips and fix them promptly to avoid water damage, and be mindful of what you flush down the toilet.</p>	<p><b>August</b></p> <p><b>August 1</b></p> <p>It's National Water Quality Month! Water is essential for our well-being, our ecosystems, and the environment. At the Sanitary District of Decatur we recognize the importance of clean water, and its benefits. By ensuring efficient water reclamation services, we safeguard public health. This month, lets celebrate the beauty of clean water. #KeepItClean #NationalWaterQualityMonth</p> <p><b>August 9</b></p> <p>At the Sanitary District of Decatur, we're dedicated to keeping the Sangamon River clean to protect its diverse fish and ecosystems. Our facility provides a preliminary and primary treatment, followed by a two-step activated sludge treatment prior to discharging the wastewater collected. #NationalWaterQualityMonth #KeepItClean</p> <p><b>August 15</b></p> <p>Per- and polyfluoroalkyl substances (PFAS) are human made chemicals that can pollute water, soil, and air. PFAS can be found after contaminated products come in contact with a water. PFAS water testing allows us to test the chemical substances to ensure they are at safe-levels. For more information, visit _____</p>	<p>The Sanitary District of Decatur's School Outreach program educates students about preventing pollutants in sanitary and storm drain systems, emphasizing their impact on the Sangamon River. Tailored for various age groups, our programs address pollution prevention habits from homes,</p>



# Organic Social Highlights

## Highlights

- **LinkedIn's** impressions increased by 375% and engagements by 334% compared to last year. There were more recruitment posts this year which have contributed to the increase in impressions & engagements. Recruitment posts perform well on LinkedIn and boosting posts also boosts organic reach
- **Facebook page** saw a ~25% increase in page likes & followers compared to last year. Impressions increased by 351% and engagements increased by 80%. More employee features and spotlights have helped improve performance on Facebook. The post with highest engagement rate for the year was a Halloween post featuring an employee in costume followed by the department spotlight post
- **Instagram's** impressions increased by 94% and engagements by 72% compared to last year. Instagram had more number of posts that contributed to the growth in performance.



**LinkedIn's Avg. Engagement rate was at 8.3%** for the last 11 months. This is 2X the industry average.

LI Engagement	LI Impressions	FB Engagement	FB Impressions	Instagram Engagement	Instagram Impressions
<b>8.3%</b> BM: 4.07%	<b>4,814</b>	<b>5.57%</b> BM: 0.30%	<b>71,468</b>	<b>4%</b> BM: 0.30%	<b>515</b>

# Organic Social- Top Posts

## Facebook



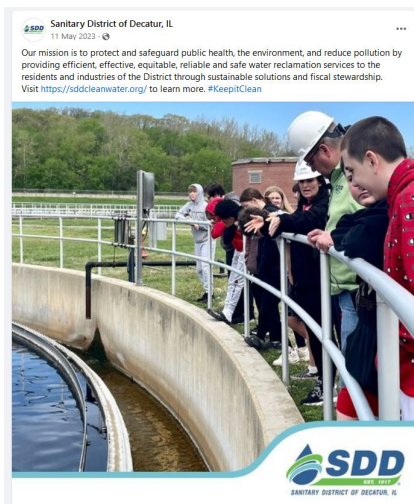
Impressions: **249**      Engagement: **75**      ER: **35.38%**

## LinkedIn



Impressions: **42**      Engagement: **8**      ER: **29.63%**

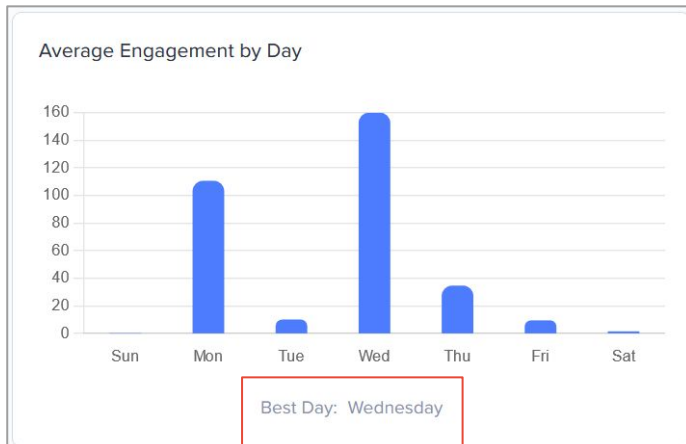
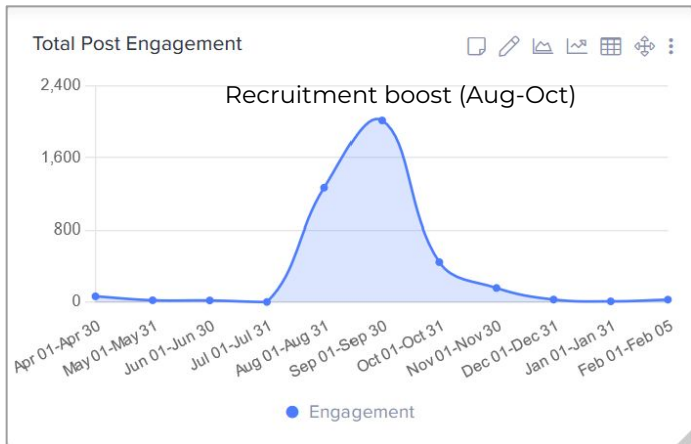
## Instagram



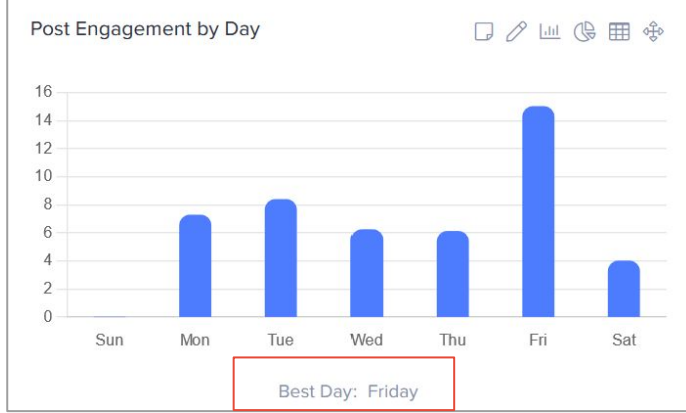
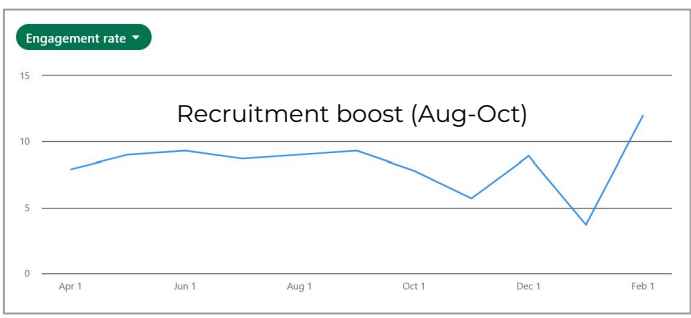
Impressions: **18**      Engagement: **3**      ER: **23.08%**

# Additional Organic Insights

## Facebook

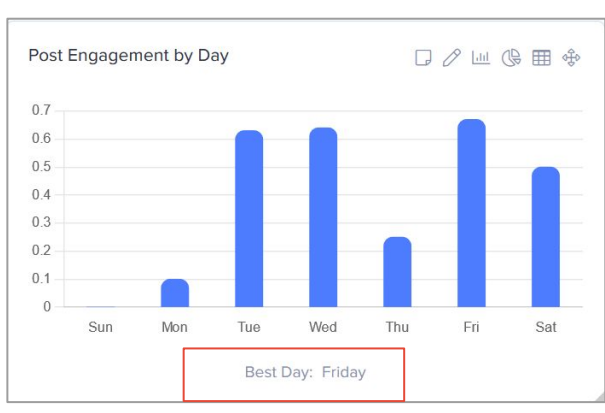


## LinkedIn



## Instagram

3 Most Engaged Posts	3 Highest Reached Posts
<p>Our mission is to protect and safeguard p</p>	<p>As Plastic Free Month comes to an end, let's continue to use sust</p>
<p>Celebrate Earth Day with the Sanitary Dist</p>	<p>The Sanitary District receives ap proximately 25 million gallons a</p>
<p>Today, we are recog nizing our dedicated</p>	<p>The Sanitary District collects was tewater from each area resident</p>



# Paid Campaigns Performance



# Digital Campaign Overview

LINKEDIN	Impressions	Clicks	CTR
	<b>33,891</b>	<b>709</b>	<b>2.09%</b> BM: 0.95%

FACEBOOK	Impressions	Clicks	CTR
	<b>135,086</b>	<b>1,043</b>	<b>2.70%</b> BM: 0.90%

Platform	Campaigns	Impressions	Clicks	CTR
LinkedIn	Recruitment Round 1 (I&C Supervisor; Project Manager)	19,072	176	1.78% BM: 0.95%
	Recruitment Round 2 (Operator)	6,245	172	2.75% BM: 0.95%
	Recruitment Round 3 (Project Manager Construction BG)	8,574	197	2.30% BM: 0.95%
Facebook	Recruitment Round 1 (I&C Supervisor; Project Manager)	81,654	452	1.56% BM: 0.90%
	Recruitment Round 2 (Operator)	24,574	399	8.17% BM: 0.90%
	Recruitment Round 3 (Project Manager Construction BG)	28,858	192	1.25% BM: 0.90%

# Recruitment Round 1

**I&C Supervisor & Project Manager  
August 2023**



# Round 1- I&C Supervisor and Project Manager

Sanitary District of Decatur ran advertising across social media platforms to help support recruitment efforts. Ads featured high need job positions such as the **I&C Supervisor and Project Manager**.

## Highlights

The recruitment ads for both positions ran for a period of 2 weeks on Facebook & LinkedIn.

**Facebook** ads generated the highest clicks and impressions with a click through rate of 1.56% which is above the industry average

**LinkedIn** ads reached nearly 8000 individuals driving 340 clicks to the landing page

## Facebook

<b>38,760</b>	<b>81,654</b>	<b>452</b>	<b>1.56%</b> BM= 0.90%
Reach	Impressions	Clicks	CTR

## LinkedIn

<b>8,542</b>	<b>19,072</b>	<b>340</b>	<b>1.78%</b> BM= 0.95%
Reach	Impressions	Clicks	CTR

# Ad Performance

## Facebook- I&C Supervisor

**SDD Sanitary District of Decatur, IL** Sponsored

The Sanitary District of Decatur is looking for a qualified Instrumentation and Controls (I&C) Supervisor to join our team. This position will be responsible for supervising and managing the instrumentation and controls department of 4 employees, providing direction and leadership in the maintenance, repair and replacement of all electrical equipment, instrumentation and controls, and information technology hardware and software for the District's wastewater collection and treatment facilities. Learn more or view other open positions at <https://careers.sddcleanwater.org/>

**Now Hiring**

Instrumentation and Controls (I&C) Supervisor

Clicks: <b>249</b>	Impressions: <b>43,736</b>	CTR: <b>1.61%</b> (BM; 0.90%)
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## Facebook- Project Manager

**SDD Sanitary District of Decatur, IL** Sponsored

The Sanitary District of Decatur is looking for an experienced Project Manager to join our team. This position will be responsible for coordinating and execution of planning, organizing, bidding, supervising, integrating and completing asset management and capital asset projects. This position involves supervising 2 employees in the engineering department. Learn more or view other open positions at <https://careers.sddcleanwater.org/>

**Now Hiring**

Project Manager

Clicks: <b>203</b>	Impressions: <b>37,918</b>	CTR: <b>1.51%</b> (BM; 0.90%)
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## LinkedIn- I&C Supervisor

**SDD Sanitary District Of Decatur** 127 followers Promoted

The Sanitary District of Decatur is looking for a qualified Instrumentation and Controls (I&C) Supervisor to join our team. This position will be responsible for supervising and managing the instrumentation and controls department of 4 employees, providing direction and leadership in the maintenance, repair and replacement of all electrical equipment, instrumentation and controls, and information technology hardware and software for the District's wastewater collection and treatment facilities. Learn more or view other open positions at [https://lnkd.in/gp\\_9a4xj](https://lnkd.in/gp_9a4xj)

**Now Hiring**

Instrumentation and Controls (I&C) Supervisor

Clicks: <b>176</b>	Impressions: <b>10,211</b>	CTR: <b>1.72%</b> (BM; 0.95%)
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## LinkedIn- Project Manager

**SDD Sanitary District Of Decatur** 127 followers Promoted

The Sanitary District of Decatur is looking for an experienced Project Manager to join our team. This position will be responsible for coordinating and execution of planning, organizing, bidding, supervising, integrating and completing asset management and capital asset projects. This position involves supervising 2 employees in the engineering department. Learn more or view other open positions at [https://lnkd.in/gp\\_9a4xj](https://lnkd.in/gp_9a4xj)

**Now Hiring**

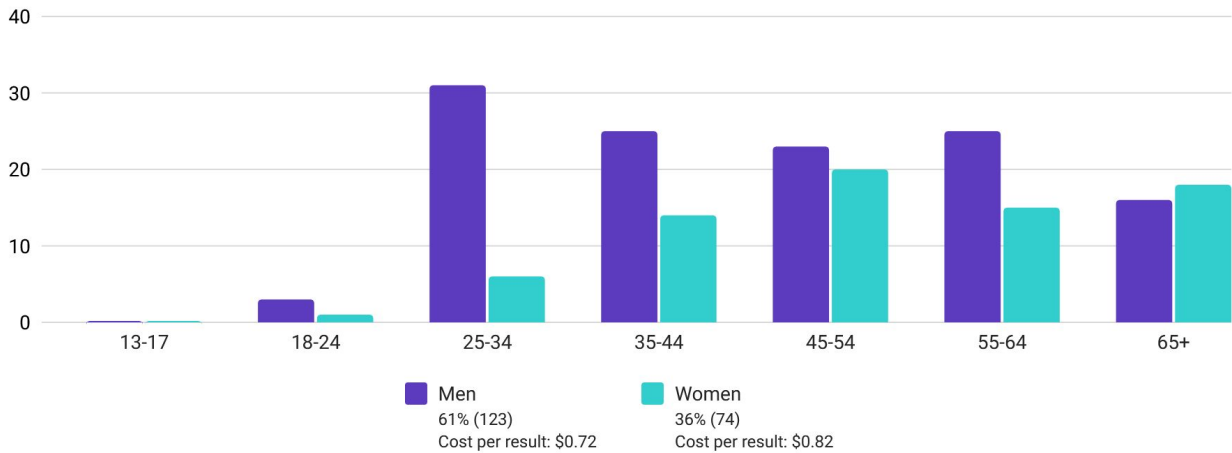
Project Manager

Clicks: <b>164</b>	Impressions: <b>8,861</b>	CTR: <b>1.85%</b> (BM; 0.95%)
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# Project Manager

Facebook



Men showed slightly higher interest in ads on Facebook for the Recruitment campaign. Particularly in the age range of 25-34 years old.

LinkedIn

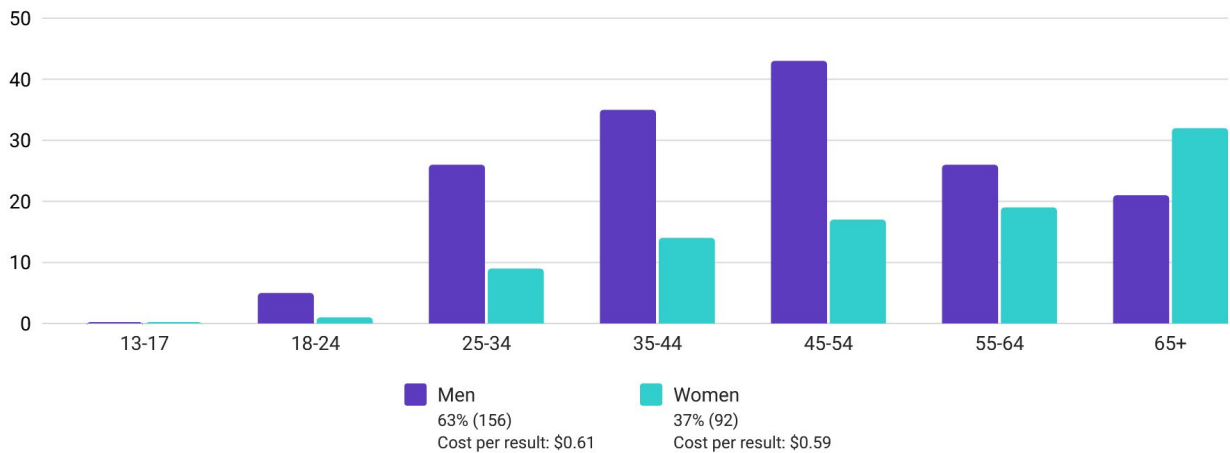
## Performance by Job Function

Name	Impressions	Clicks
Operations	1,394 (15.73%)	35 (21.34%)
Education	1,048 (11.83%)	24 (14.63%)
Business Development	1,037 (11.7%)	17 (10.37%)
Engineering	817 (9.22%)	10 (6.1%)
Information Technology	748 (8.44%)	13 (7.93%)
Sales	553 (6.24%)	4 (2.44%)
Research	511 (5.77%)	6 (3.66%)
Customer Success and Support	428 (4.83%)	6 (3.66%)
Community and Social Services	394 (4.45%)	8 (4.88%)
Administrative	362 (4.09%)	9 (5.49%)

Ads on LinkedIn reached a majority of applicants specializing in Operations followed by Education & Business Development

# I&C Supervisor

Facebook



Men showed slightly higher interest in ads on Facebook for the Recruitment campaign. Particularly in the age range of 45-54 years old.

LinkedIn

## Performance by Job Function

Name	Impressions	Clicks	Average CTR
Operations	2,683 (26.28%)	51 (28.98%)	1.9%
Engineering	1,433 (14.03%)	25 (14.2%)	1.74%
Business Development	930 (9.11%)	16 (9.09%)	1.72%
Information Technology	919 (9%)	25 (14.2%)	2.72%
Healthcare Services	646 (6.33%)	6 (3.41%)	0.93%
Education	590 (5.78%)	9 (5.11%)	1.53%
Research	475 (4.65%)	10 (5.68%)	2.11%
Sales	461 (4.51%)	5 (2.84%)	1.08%

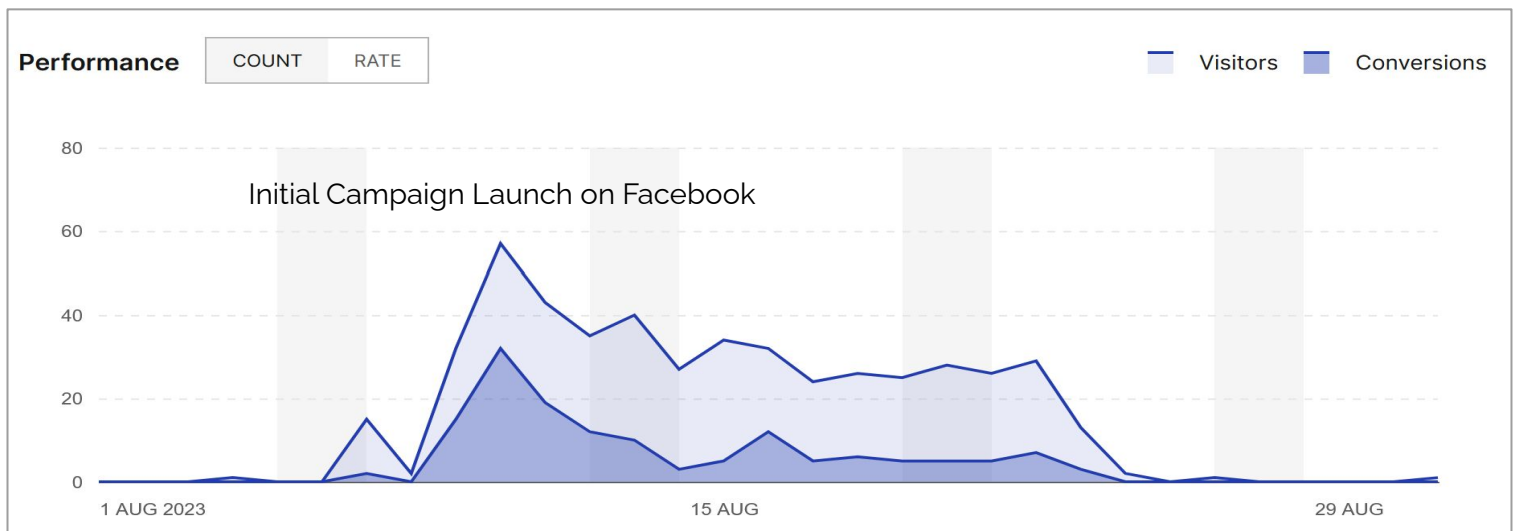
Ads on LinkedIn reached a majority of applicants specializing in Operations followed by Engineering & Business Development

# Careers Landing Page - August 2023

## Highlights

- User traffic to the landing page peaked with 57 visitors to the page on August 9 when the campaign was first started on Facebook
- Just under **500 users** visited the page to learn more about the available job opportunities and apply
- The page had ~**30% conversion rate** meaning 30% of the visitors applied or clicked to see more openings

## Page Views



# 29.6%

of users clicked to apply or to see more openings

# 493 users

visited the site due to the recruitment campaign

# **Recruitment Round 2 & 3**

**Operator & Project Manager with  
Construction BG  
September & October 2023**



# Round 2- Operator & Project Manager Construction BG

Sanitary District of Decatur ran advertising across social media platforms to help support recruitment efforts. Ads featured high need job positions such as Operator and Project Manager Construction BG.

## Highlights

**Facebook/Instagram** ads generated the highest clicks and impressions and a click through rate **4%** above the industry average. This is primarily because the overall audience size is bigger on Facebook.

**LinkedIn** ads reached nearly 6,600 individuals driving 369 applicants to the landing page via the “apply” button.

## Facebook/Instagram

<b>22,262</b>	<b>53,432</b>	<b>591</b>	<b>4.43%</b> BM= 0.90%
Reach	Impressions	Clicks	CTR

## LinkedIn

<b>6,604</b>	<b>14,819</b>	<b>369</b>	<b>2.49%</b> BM= 0.95%
Reach	Impressions	Clicks	CTR

# Ad Performance

## Facebook- Operator

**SDD Sanitary District of Decatur, IL**  
Sponsored · 🌐

The Sanitary District of Decatur is looking for an Operator to join our team. This position will be responsible for Monitoring the operation of the plant, interpreting laboratory data and adjusting all aspects of the wastewater treatment process. Learn more or view other open positions at <https://careers.sddcleanwater.org/>.

**Now Hiring**

**Operator**

Clicks:  
**399**

Impressions:  
**24,574**

CTR:  
**8.17%**  
(BM; 0.95%)

## LinkedIn- Operator

**SDD Sanitary District of Decatur, IL**  
Sponsored · 🌐

The Sanitary District of Decatur is looking for an Operator to join our team. This position will be responsible for Monitoring the operation of the plant, interpreting laboratory data and adjusting all aspects of the wastewater treatment process. Learn more or view other open positions at <https://careers.sddcleanwater.org/>.

**Now Hiring**

**Operator**

Clicks:  
**172**

Impressions:  
**6,245**

CTR:  
**2.75%**  
(BM; 0.90%)

## Facebook- Project Manager

**SDD Sanitary District of Decatur, IL**  
Sponsored · 🌐

We are seeking a skilled and dedicated Project Manager with a background in construction to oversee our asset management and capital asset projects. In this role, you will play a pivotal part in project planning, organizing, bidding, supervising, and successfully completing a range of construction and equipment procurement contracts.

**Responsibilities:**

- Prepare contract specs and quotes.
- Coordinate project updates.
- Generate project reports.
- Assist in land acquisition and budgeting.
- Administer contracts for compliance.
- Supervise engineering techs.

**Qualifications:**

- Associate's degree + 2 years' exp. or equivalent.
- Understanding of construction methods and safety.
- Preferred: BA degree + 4 years' exp., incl. supervision.
- Proficiency in advanced math.
- Ability to comprehend technical, financial, and legal documents.
- Familiarity with industrial construction and safety.

Learn more and apply:  
<https://careers.sddcleanwater.org/>

**NOW HIRING**  
Project Manager  
with Construction  
Background

Clicks:  
**192**

Impressions:  
**28,858**

CTR:  
**1.25%**  
(BM; 0.95%)

## LinkedIn- Project Manager

**SDD Sanitary District of Decatur, IL**  
Sponsored · 🌐

We are seeking a skilled and dedicated Project Manager with a background in construction to oversee our asset management and capital asset projects. In this role, you will play a pivotal part in project planning, organizing, bidding, supervising, and successfully completing a range of construction and equipment procurement contracts.

**Responsibilities:**

- Prepare contract specs and quotes.
- Coordinate project updates.
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- Preferred: BA degree + 4 years' exp., incl. supervision.
- Proficiency in advanced math.
- Ability to comprehend technical, financial, and legal documents.
- Familiarity with industrial construction and safety.

Learn more and apply:  
<https://careers.sddcleanwater.org/>

**NOW HIRING**  
Project Manager  
with Construction  
Background

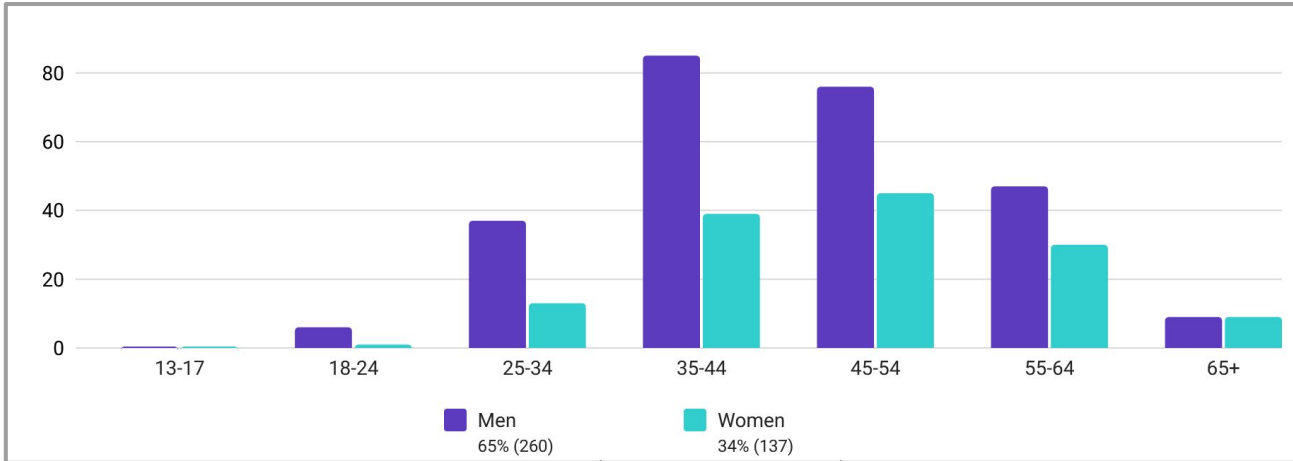
Clicks:  
**197**

Impressions:  
**8,574**

CTR:  
**2.3%**  
(BM; 0.90%)

# Position: Operator

## Facebook/Instagram



Men showed slightly higher interest in ads on Facebook/Instagram for the Recruitment campaign. Particularly in the age range of 35-55.

## LinkedIn

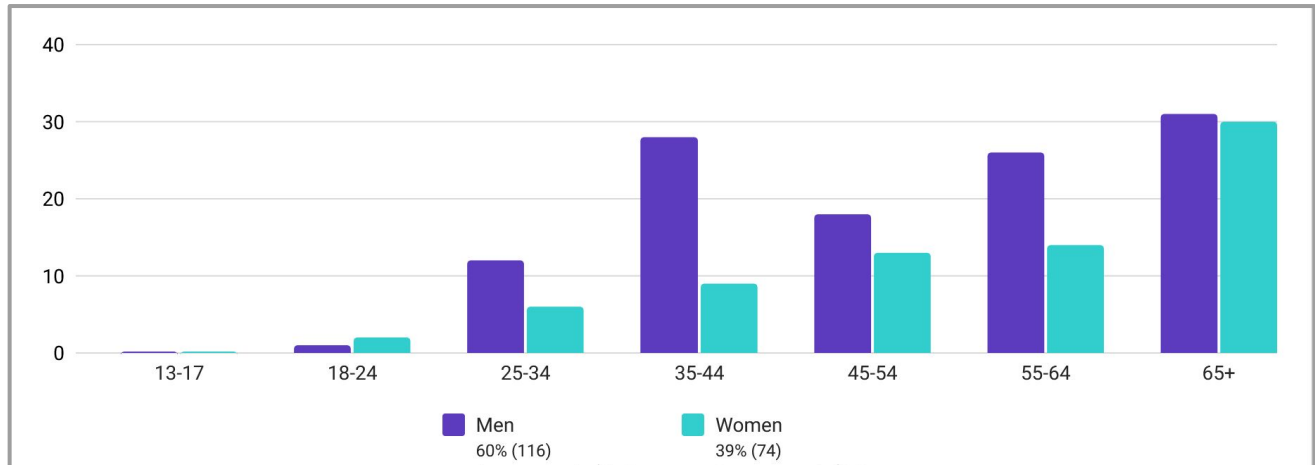
### Performance by Job Function

Name	Impressions	Clicks	Average CTR
Operations	1,745 (27.94%)	45 (26.16%)	2.58%
Education	633 (10.14%)	19 (11.05%)	3%
Engineering	512 (8.2%)	16 (9.3%)	3.13%
Business Development	477 (7.64%)	13 (7.56%)	2.73%
Research	452 (7.24%)	15 (8.72%)	3.32%
Sales	307 (4.92%)	10 (5.81%)	3.26%

Ads on LinkedIn were shown primarily to individuals with Operations background

# Position: Project Manager Construction BG

Facebook/Instagram



Men showed slightly higher interest in ads on Facebook/Instagram for the Recruitment campaign. Particularly in the age range of 35-44 & 65+ years old.

LinkedIn

## Performance by Job Function

Name	Impressions	Clicks	Average CTR
Operations	1,435 (16.74%)	40 (20.3%)	2.79%
Education	940 (10.96%)	20 (10.15%)	2.13%
Business Development	822 (9.59%)	18 (9.14%)	2.19%
Engineering	654 (7.63%)	21 (10.66%)	3.21%
Research	532 (6.2%)	11 (5.58%)	2.07%

Ads on LinkedIn were shown primarily to individuals with Operations background.

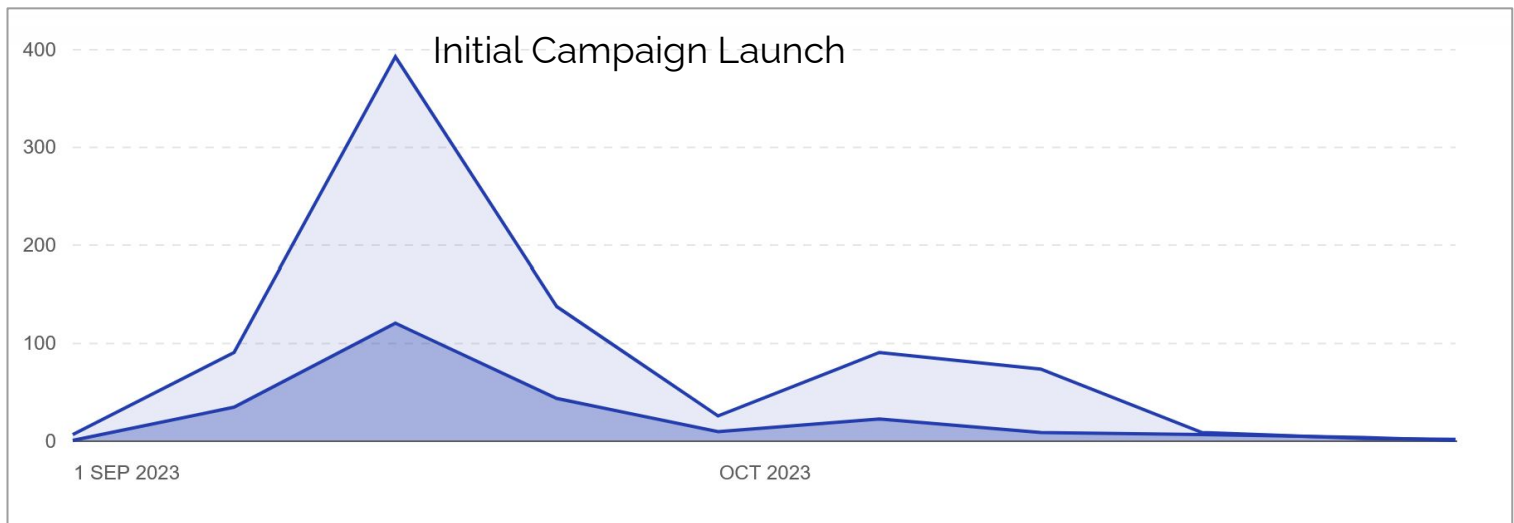


# Careers Landing Page - September & October 2023

## Highlights

- User traffic to the careers page peaked with 392 visitors to the page on Sept 15. This is when the Operator campaign commenced.
- Over **800 users** visited the page to learn more about the available job opportunities and apply
- The page had **29.7% conversion rate** meaning ~30% of the visitors applied or clicked to see more openings

## Page Views



**~30%**

of users clicked to apply or to see more openings

**824 users**

visited the site due to the recruitment campaign

# Recruitment

**Systems Integrator Plan Created - Under Review/Approvals**

# Systems Integrator- Ad Copy

## Systems Integrator

### Copy:

We're seeking a skilled Control Systems Integrator responsible for designing, programming, and maintaining automation systems for efficient district facility operation within the Sanitary District of Decatur. Relocation assistance is available for the preferred candidate.

### Key Responsibilities Include:

- Maintain and troubleshoot plant control software/hardware, including SCADA, HVAC software, PLCs, and communication systems.
- Administer control system modifications, upgrades, and replacements.
- Collaborate with MIS Coordinator on server and networking equipment maintenance.
- Act as a liaison with contractors for automation control installations and upgrades.
- Conduct research on new technologies, coordinating implementation with department heads.
- Manage project integration and oversee technology changes in the control system

To learn more about this position and to apply, visit:

<https://careers.sddcleanwater.org/>

# Systems Integrator- Audience LI & FB

## Targeting on both Facebook & LinkedIn:

- **Location:** Decatur, Bloomington, St Louis, Indianapolis, Chicago, Champaign, Quad Cities Area, Springfield and Peoria
- **Education:** High School Diploma, Bachelor's Degree
- **Interests:** Systems Engineering, Software Engineering

## LinkedIn Specific Targeting:

- **Current or Past job titles:** System Support Specialist, Senior System Integrator, Senior Technical Analyst, Information Technology System Architect, Senior System Architect, Senior System Engineer, Senior Software Architect, System Manager, Scada Engineer, Senior System Analyst, System Integration Specialist, System Developer, System Engineer, Software Architect, System Architect, System Specialist, System Administrator, Technical Project Manager, System Analyst, System Integrator, Process Control Specialist, Process Control Engineer, Process Controller, Process Control Manager, Process Control Technician, Senior Process Control Engineer, Process Automation Engineer, Senior Control System Engineer, Senior Process Engineer, Senior Control Engineer, Automation Specialist, Automation Engineer, Automation Technician, Senior Automation Engineer, Integration Specialist, Integration Lead, Senior Integration Specialist, Data Integration Specialist, Senior Integration Engineer, Integration Engineer, Integration Analyst, Integration Manager, PLC Programmer, Control System Designer, Control System Engineer, Control Engineer, Control Designer, Control System Specialist
- **Member Groups:** Wastewater Professionals, Water & Wastewater - Construction & Engineering , Water and Wastewater Jobs - A Hunter Crown, LLC Group ([www.HunterCrown.com](http://www.HunterCrown.com)), Water and Wastewater Professionals, Industrial Wastewater Treatment, Wastewater/Water Treatment Plant Operations & Maintenance, Water and Wastewater Treatment Professionals , Worldwide
- **Member Skills:** Management Information Systems (MIS), Programmable Logic Controller (PLC), PLC Ladder Logic, SCADA, Logix, PLC Allen Bradley, Information Systems, Information Systems Project Management, PLC Programming, Allen-Bradley, RSLogix, Computer Information Systems, Rockwell Automation, Automation, Process Automation, IT Integration, Technology Integration, System Integration Testing, Data Integration, Control Systems Design, Industrial Automation
- **Fields of Study:** Environmental Studies, Environmental Science, Water, Wetlands, and Marine Resources Management, Environmental Education, Water Resources Engineering, Water Quality and Wastewater Treatment Management and Recycling Technology/Technician, Environmental Engineering Technology/Environmental Technology, Hazardous Materials Management and Waste Technology/Technician, Systems Engineering, Computer Systems Analysis, Energy Management and Systems Technology/Technician

# Google Audience

## Systems Integrator - Open Position

### Targeting on Google:

- **Location:** Decatur, Bloomington, Indianapolis, Chicago, Champaign, Springfield, Scott County in Iowa, and Rock Island County and Henry County in Illinois (Quad Cities) and Peoria
- **In-Market Audience:** Employment - Government & Public Sector jobs; IT & Technical Jobs

### Headlines, Descriptions & Keywords to be targeted:

<https://docs.google.com/document/d/1-LsTVWzL0dy3VsgYkoMvhZ9NFoyPz7kzI9Ccd1c3CqE/edit>

# Ad Preview

## Systems Integrator - Open Position


**SDD Sanitary District of Decatur, IL** Sponsored · 118 followers

We're seeking a skilled Control Systems Integrator responsible for designing, programming, and maintaining automation systems for efficient district facility operation within the Sanitary District of Decatur. Relocation assistance is available for the preferred candidate.

**Key Responsibilities Include:**

- Maintain and troubleshoot plant control software/hardware, including SCADA, HVAC software, PLCs, and communication systems.
- Administer control system modifications, upgrades, and replacements.
- Collaborate with MIS Coordinator on server and networking equipment maintenance.
- Act as a liaison with contractors for automation control installations and upgrades.
- Conduct research on new technologies, coordinating implementation with department heads.
- Manage project integration and oversee technology changes in the control system

To learn more about this position and to apply, visit: <https://careers.sddcleanwater.org/>



**NOW HIRING**  
SYSTEMS INTEGRATOR

**SDD**  
SANITARY DISTRICT OF DECATUR, IL

[careers.sddcleanwater.org](https://careers.sddcleanwater.org)  
**We're Hiring!**  
We are looking for additio...

[Learn more](#)


**SDD Sanitary District Of Decatur** 118 followers Promoted

We're seeking a skilled Control Systems Integrator responsible for designing, programming, and maintaining automation systems for efficient district facility operation within the Sanitary District of Decatur. Relocation assistance is available for the preferred candidate.

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**NOW HIRING**  
SYSTEMS INTEGRATOR

**SDD**  
SANITARY DISTRICT OF DECATUR, IL

### LinkedIn Ad Preview

**Sponsored**

[careers.sddcleanwater.org/sdd/careers](https://careers.sddcleanwater.org/sdd/careers)

**Systems Integrator Job Decatur - Open Systems Position with SDD**

Design, program, and integrate automation, ensuring efficient operations. SDD provides paid leave, pension, and retirement health savings.

**Sponsored**

[careers.sddcleanwater.org/sdd/careers](https://careers.sddcleanwater.org/sdd/careers)

**Career Opportunity With SDD - Systems Integrator Position**

SDD hiring now for Systems Integrator position- relocation assistance available. SDD provides paid leave, pension, and retirement health savings.

### Google Search Preview

### Facebook Ad Preview

# Insights and Recommendations

# Digital Insights & Recommendations

## Organic Social

### Analysis

- User activity on all platforms has increased exponentially since last year when the platforms were launched. SDD Facebook & LinkedIn have 3 digit growth in impressions & engagements since last year
- LinkedIn performance has increased due to more recruitment posts this year which have contributed to the increase in impressions & engagements. Recruitment posts perform well on LinkedIn and boosting posts also boosts organic reach
- Facebook page performed well due to More employee features and spotlights have helped improve performance on Facebook. The post with highest engagement rate for the year was a Halloween post featuring an employee in costume followed by the department spotlight post
- While Instagram had more number of posts that contributed to the growth in performance.

### Recommendations

- Boosting social posts boosts organic impressions and reach. DCC recommends boosting important posts for wider reach
- Increase frequency of posting to 2-3 times a week instead of once a week. This helps sustain the momentum of organic reach on the respective social platforms. DCC has already started doing this February onwards.

## Paid Campaign

### Analysis

- The Recruitment Campaign drove significant traffic to the Careers landing page. Traffic peaks during the initial launch of campaigns.
- Project Manager ad generated majority of the traffic on LinkedIn due to more specific targeting options and Operator ad generated more traffic on Facebook due to a broader targeting audience.
- Traffic was highest in Champaign Urbana and Greater Bloomington area suggesting those in surrounding towns are interested in openings at the Sanitary District.

### Top Creative

- Operator ad had better CTR on both Facebook & LinkedIn. This could possibly be due to a shorter ad copy for this ad. Users tend to have short attention span hence, shorter copies work better.



# Retainer Usage Overview

From April 2023 - February 14, 2024 there was an average of 61 monthly hours used within the allotted retainer.

These hours are all inclusive of the items shown in the above recap slides, in addition to the day-to-day account and project management items such as strategy, planning, meetings, facilitation and timelines.

Below is a breakdown by service:

