



**BOARD OF TRUSTEES AGENDA
SPECIAL BUDGET MEETING
March 31, 2021 5:30PM**

I. Call to Order

II. Pledge of Allegiance

III. Comments From the Public**

IV. Consent Agenda*

V. 2021-22 Operating and Capital Budget Discussion

VI. Old Business

- A. Ordinance 21-01 –User Charge Rates 2021-2022 *

VII. New Business

VIII. Attorney's Report

IX. Comments From the Public**

X. Trustee Comments

XI. Closed Session*

- Sec 2c – 2 Collective Bargaining and/or Salary Schedule for 1 or More Groups of Employees

XII. Adjournment*

* *Board Motion Required*

** *Subject to Public Input Guidelines*

The meeting may be attended electronically by using this link [Click here to join the meeting](#)

PUBLIC INPUT GUIDELINES

The Sanitary District of Decatur welcomes Public Input during open meetings of the Board of Trustees. The District is required to conduct all business during public meetings. The purpose of these guidelines is to provide a forum for the public to provide input to the Board of Trustees during public meetings with reasonable predefined standards. The presiding officer is responsible for conducting meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Webinar Input (If webinar is being used by any members of the public body)

Click on the link provided on the District's website to join the Webinar. You must provide your name in order to join the Webinar. If you wish to speak during Public Input, "raise your hand" by pressing the corresponding icon and wait to be called on by the meeting host. You must state your first and last name for the meeting record. Participants will be muted except when they are called on to speak; video will remain off for all members of the public when speaking.

Email Input

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: tinab@sddcleanwater.org. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all Board of Trustees members and the Executive Director / CFO. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process, and respect for others. Ridicule, obscene or profane language, lack of respect for others, and personal attacks are not acceptable behavior. Public Input shall not be used to air personal grievances. Speakers should address all comments to the public body as a whole and not to individual members or District staff.

Public comment shall be limited to no more than four (4) minutes per person. The Public Input portion of the meeting shall total no more than one (1) hour, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

The presiding officer or public body members will not exchange in a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

Accommodation

If an accommodation is needed to participate in a District meeting, please contact the Administrative Office Manager at least 48 hours in advance so that special accommodations can be evaluated. The District will make all reasonable attempts to implement requested accommodations.

*** In order to maintain reasonable decorum at a meeting, the presiding officer or any member of the public body may call a speaker "out of order". The presiding officer of the meeting shall have the authority to provide a verbal warning to a speaker who uses abusive, harassing, threatening, or defamatory language, or who engages in disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of a meeting. If the speaker refuses to cease such remarks or conduct after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via email to the public body for inclusion in the meeting record.

Persons with disabilities needing special services or accommodations for this meeting should contact the Sanitary District at 217-422-6931 or tiniab@sddcleanwater.org.



First Draft 3-12-21

Honorable Trustees
Sanitary District of Decatur
Decatur, IL 62522

We are pleased to submit a copy of the FY 2021 Budget. This document provides a detailed outline for the allocation of financial resources. The Budget will be used as a tool in partnership with the community to provide wastewater treatment services to the residents of the City of Decatur, Village of Argenta, Village of Forsyth, Village of Mt. Zion, Long Creek Township, Village of Oreana and for industrial and commercial users in the Decatur metropolitan area.

The Board of Trustees establishes budgetary appropriations for the operations of various District departments through the adoption of an annual combined budget and appropriation ordinance after a public hearing. The appropriation is prepared on the same basis and using the same accounting practices that are used to account and prepare financial reports for the funds. All appropriated amounts lapse at the end of the fiscal year. Spending control is established by the amount of the total appropriation for the fund, but management control is exercised at appropriation line item levels.

Budgetary control is employed as a management control device during the year through an internal reporting process. The objective of these budgetary controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the District's governing body. Activities of the general fund, special revenue funds, debt service fund, and capital project fund are included in the annual appropriated budget. The level of budgetary control (the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level.

The Budgetary Control process includes verification of appropriation amounts before expenditures and a monthly review of all account totals compared with the appropriations. Variances between expenditures and appropriations are identified rapidly for appropriate corrective measures. The District maintains a procurement policy for the authorization of all expenditures. Ultimately, all expenditures are reviewed and approved by the Board of Trustees.

FY 2021 BUDGET HIGHLIGHTS

Overview

The Sanitary District of Decatur continues to take a balanced approach to improve aging infrastructure and address pending regulatory changes.

The budget includes using existing fund balance to maintain and replace assets and continues to use dedicated funding for new assets required to address regulatory or technological changes.

Significant items included in the budget are:

User Fees

The base user fees are the same for both industrial and residential customers. Almost seventy-five (75) percent of all user fees are paid by industrial customers. Residential customers are billed based on the usage data from the household water meter. Industrial users are billed based on metered discharge to the District's interceptor system. Some commercial users with higher strength discharges, such as restaurants and car washes, pay a higher rate based on the profile of the sewage typical for the industry. Large industrial customers are charged the same rate as residential customers if they pre-treat their effluent to residential strength. These users are charged a surcharge when their effluent exceeds the limits established by the permits they have been issued.

In 2013-2014 the District experienced lower than budgeted user fee collection due to the reduced water usage because of an extended drought. Water conservation measures continued after the drought ended. In 2016-2017 the District continued to experience a lower amount of billable flow and reset the usage rate for calculating the user fee budget. Recently the District's industrial users have started to increase the amount of water used and the average daily flow has increased by 2 MGD from the 2018 projection. In 2020, the Coronavirus pandemic has changed the way many people work and significantly reduced flow from restaurant customers who pay a higher user fee. Based on the results from 2020 the anticipated revenue generated from each penny of user rate has been revised from \$118,500 to \$113,500.

The District has never raised the surcharge rate for industrial customers that exceed the BOD or solids limits typical in domestic wastewater. A unplanned, untreated discharge from an industrial customer has highlighted that the surcharge rates are not enough to cover the costs associated with large exceedances and a tiered rate structure would be more appropriate. The budget has been prepared based on the existing rate structure.

The proposed base user fee is \$1.60 per 100 cu ft or 748 gallons, which is an increase of \$0.09 or 5.9% over the prior year. The increase is projected to generate about \$258,500 in additional revenue. The additional revenue will be collected in the Compliance Fund with three quarters of the funds being used for research, engineering, consulting, legal fees and the rest being reserved for future construction.

The increase will cost the average residential customer an additional \$0.65 per month. The monthly billing charge is remaining the same. This brings the total projected average increase for residential customers to \$0.61 per month or \$7.32 per year.

Industrial customers as a group are expected to pay an additional \$65,500 per month based on the higher rate.

Projected User Rates

	Fiscal Year				
	2019	2020	2021	2022	2023
Projected User fee	1.46	1.51	1.60	1.69	1.78
Projected Annual Avg Residential Cost	139.67	146.94	154.62	162.31	169.99

Property Taxes

The amount of property taxes included in the 2021 budget was set in November of 2020 and will be collected in two installments during the 2021 Calendar year. The amount included in the budget has been reduced by 1.0% on average compared to the amount levied to account for uncollected taxes.

The 2022 property tax levy is currently projected to increase because of debt service related to the interceptor lining project. This may change before the tax rate is set to address any current events that impact tax funding. The five-year tax rate history is included in the chart below:

LEVY YEAR	2016	2017	2019	2020	2021	Projected 2022
Tax Levy	\$ 3,872,469	\$ 3,614,360	\$ 3,604,500	\$ 3,900,242	\$ 3,895,100	\$ 4,209,290
Rate / \$100 of EAV	0.369	0.343	0.3463	0.3758	0.373	
% Change in Rate	6.38%	-7.05%	0.96%	8.52%	-0.75%	
Dollar Change	313,692	(258,109)	(9,860)	295,742	(5,142)	314,190
Percent Change	8.81%	-6.67%	-0.27%	8.20%	-0.13%	8.07%

The District will continue to assess setting the tax rate in the general fund to reflect the cost of maintaining the assets of the District. Each \$100,000 increase in the property tax levy has about a \$0.75 per month impact on the average residential customer. Property tax increases may have less impact than user fees for residents who can deduct property taxes from their state income tax return and may be able to deduct a portion of the expense on federal tax returns depending on current tax code restrictions and revisions. Property taxes have less impact for industrial customers than user fees because of the relatively low value of property compared to the District's total property value and the large amount of wastewater produced compared to total billable flow.

Replacement Taxes

The replacement tax is a tax on businesses collected statewide and then distributed to most taxing districts in January, March, April, May, July, August, October, and December to replace money that was lost by local governments when their powers to impose personal property taxes on corporations, partnerships, and other business entities were taken away in 1979. It is based on a formula using the amount of corporate property tax that was eliminated and the District has no control over any aspect of this tax. Because we have no control over the State, there is always the potential that this will not be distributed to the District. The further we get away from 1979 the less legislators and governors know about the purpose of the tax and it becomes more susceptible to reappraisal for the financial needs of the State. The amount included in the budget has been reduced to reflect this risk.

Interest Income

The budget for interest income is based on an average rate of 1.5% a decrease of (0.5%) over the average used for 2020 and is projected to be \$486,000 in FY 2021. Net interest rate returns for investments are expected to remain low as the economy continues to be impacted by monetary policy and Coronavirus related impacts. District staff meets with our investment advisors to evaluate the best allocation in available investment options on a regular basis.

Loan Revenue

This represents the receipts from the Illinois State Revolving Fund (SRF) loans for projects that have been approved for funding by the Illinois Environmental Protection Agency and other debt issuance. The District currently has one project (South Shores Interceptor Lining) that is eligible for funding by the IEPA. This is anticipated to be a \$9.0 Million project with construction beginning in early FY 2021

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Fund Balance

The District operates as a single enterprise fund for reporting purposes, however, we continue to track the balances of several internal funds so that money is allocated and spent based on the restrictions that have been placed on it. The projected beginning balances and impact of the 2021-2022 budget is included in the chart below.

SANITARY DISTRICT OF DECATUR FUND BALANCE PROJECTIONS

FUND	PROJECTED BEGINNING BALANCE	2021-2022 Budget	
		NET INCOME / (LOSS)	ENDING BALANCE
GENERAL	12,550,741	(391,900)	12,158,841
CAPITAL CONTINGENCY	5,000,000	0	5,000,000
CAPITAL BOND	0	0	0
IMRF	256,500	0	256,500
PUBLIC BENEFIT	471,544	(190,000)	281,544
REPLACEMENT	31,909,134	(3,555,500)	28,353,634
RENEWAL	3,967,942	(1,551,000)	2,416,942
ANNEXATION	1,635,040	0	1,635,040
DEBT SERVICE FUND	1,714,985	0	1,714,986
CONSTRUCTION	(105,000)	105,000	0
COMPLIANCE FUND	4,073,726	1,000,000	5,073,726
TOTAL FUND BALANCE	61,474,614	(4,583,400)	56,891,214

The fund balance in the general fund is higher might normally be expected to cover the expenses from the Construction Fund until they are reimbursed by the IEPA. This year the amount that needs to be reserved for pre-payment is almost \$9 Million. The Compliance Fund has been established in preparation of implementing new regulations addressing nutrient limits. Reducing nutrients in the effluent can only be done through large capital investments in infrastructure and ongoing operating expenses. The strategy is to gradually increase cash reserves in the compliance fund to limit the need for a sudden large financial burden on residents and industrial customers when the projects need to be funded.

Debt Service

The District will have approximately \$32.8 million in outstanding debt as of April 30, 2021. The maximum amount of tax supported debt that the District may issue is limited to 5.75% of the valuation of taxable property in the district. For 2021 the debt limit is \$60 Million. This limit does not apply to any indebtedness incurred to finance the cost of the acquisition, construction or improvement of wastewater treatment facilities mandated by an enforceable compliance schedule developed in connection with the federal Clean Water Act or a compliance order issued by the United States Environmental Protection Agency or the Illinois Pollution Control Board.

The District has continued to finance major capital improvements with debt even though fund balance has continued to accumulate for a couple of reasons. The first is that interest rates remain at historic lows. This is a condition that will not last forever. The District is projecting the need to construct very expensive improvements to comply with pending regulations. So, it is prudent to conserve reserves now so that they are available to pay for future projects. When interest rates rise in the future, the capital project funding strategy will shift to reduce the use of financing. The second reason is that using debt that is paid over time matches the life of the new asset to the benefit received by the users who are paying for the asset.

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Capital Maintenance

The proposed budget includes over \$23 million for capital projects. Some of the major projects for FY 2021 include:

Project	Fund	Amount
South Shores Interceptor Rehab	IEPA SRF	8,900,000
Replace Dig Lid #3	Replacement	3,014,000
Lake Shore Pump Station Rehab / Replace	Renewal	2,250,000
Replacement of Aeration Tank Gates (20) & Nitr. Clarifier Channel Gates	Replacement	2,200,000
Reface Digester Complex	Renewal	600,000
#3 Effluent Pump Replacement	Replacement	475,000
Fermentation Reactor	Compliance	415,000
Wyckles East Lagoon Cleanout	Operating	400,000
East Headworks Sludge Transfer Pumps	Replacement	225,000
Emergency ByPass Fencing Upgrades	Renewal	200,000
Damon #2 Pump Replacement	Replacement	200,000
Paint Water Tower	Renewal	170,000
Upgrades to Grit Drying Bed	Public Benefit	150,000
Vehicle Replacement	Public Benefit	150,000
Blower Building Transfer Switch	Public Benefit	150,000
MCC Replacement - Lakeshore Pump Station	Replacement	150,000
Sodium Bisulfite tanks	Replacement	150,000
Maintenance Management System Replacement	Public Benefit	125,000
MCC Replacement - 210 Building	Replacement	125,000
Transformer and Switch Replacement 210 & 009	Replacement	120,000
Painting and Coating Div Structure	Renewal	115,000
Program - Roof Restoration	Renewal	107,000
NARP	Compliance	100,000
PDOP	Compliance	100,000
Program - Door Renewal Program	Renewal	100,000
Force Main condition assessment	Renewal	100,000
Wyckles Decant Facilites Upgrades	Renewal	100,000
Program - Replacement Actuators	Replacement	100,000

Cost Savings and Management Efficiencies

The Sanitary District strives to maintain the most efficient and effective use of resources provided by the tax payers and facility users through property taxes and fees and charges. The District has completed several energy reduction projects in the last few years and negotiated lower electric rates resulting in dramatically reduced electric costs since 2013. In 2020, all florescent bulbs in the treatment plant were replaced with led bulbs through a grant from Ameren. We are also taking advantage of Ameren grants when Motor Control Centers are updated and Variable Frequency Drives are added.

The District's asset management plan is continuing to be developed to maximize the useful life of major assets. The District is continually reviewing preventative maintenance work orders to maintain the optimum level of preventative to corrective work.

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Personnel Services Expenses

These expenses are related to the cost of staffing the District and include wages and benefits. The overall expense is expected to increase a little over 1% from the 2020 budget. The overall increase is relatively low due to the retirement of several long-term employees and the lower than usual health insurance rate increase. The District currently has several open positions. The actual cost of benefits will depend on the type of health insurance coverage the new employees will need based on if they have dependents and if they select our insurance.

The chart below shows the District's full-time employees by department. Total staffing levels are projected to increase by two (2) in 2021 as the collection system cleaning work is brought in-house. The staffing level of the operations department had been increased in anticipation of retirements it is now returning to the same level as 2017.

	2021	2020	2019	2018	2017	2016	2015
Administration	6	6	6	6	6	6	5
MIS	2	2	2	2	2	2	2
Engineering	4	4	4	4	3	3	3
Laboratory	5	5	5	5	5	5	5
Plant Maintenance	15	17	17	17	17	16	14
Collection System	10	5	5	5	5	4	5
Operations	11	12	12	11	11	10	10
PreTreatment	2	2	2	2	2	2	2
I&C	5	5	5	5	5	7	7
Total	60	58	58	57	56	55	53

Salaries

Wages for union employees were negotiated through April 30, 2022 and are increasing by \$0.55 per hour for all uncapped positions in FY 2021-21.

The budgeted increases for non-union employees were calculated using a cost of living rate of 1.4%. Non-union employees are also eligible for additional wages based on experience and a non-compounding performance incentive. The performance incentive is awarded for the District achieving several District-wide and departmental specific performance benchmarks. The performance incentive is a percentage of salary that decreases as the salary amount increases. For 2021, the proposed performance incentive is 2.5% for annual wages below \$60,000, 2.25% for wages between \$60,000 and \$70,000 and 2.0% for wages over \$70,000.

Overall the budget for wages is expected to increase by 0.7% even with the 2 additional positions.

The increasing minimum wages for the state will not impact personnel expenses in the 2021-22 budget but is expected to have an impact on future budgets. We will continue to evaluating the janitorial services and the use of seasonal staff to see if there are more cost-effective options going forward.

Overtime

Overtime is projected to be under budget for 2020. For 2021 the budget is increasing slightly to mainly account for additional construction supervision.

IMRF

The mandatory employer contribution rate for 2021 will increase to 6.66% from 7.82% in 2020. The rate is expected to decrease again in 2022 because of the fund's investment gains in 2020.

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Health Insurance

This is now the District's second highest expense category after wages. The District started to investigate plan design changes for 2020 but ultimately decided not to make any changes due to anticipated implementation problems. The District continues to work with our insurance broker to provide a quality benefit at the lowest practical cost. On January 1, 2022, the employee premium contribution will increase from 20% to 22% of the total premium. All plan types pay the same percentage. The total premium did not increase as much as anticipated in 2021 due to the reduced utilization of medical services as people tried to avoid medical centers during the coronavirus pandemic. This may lead to a correction with the January 1, 2022 renewal.

Unemployment

The District does not pay for unemployment insurance based on current payroll but is responsible for actual claims. No actual claims are anticipated for 2021. The District and its employees did experience several fraudulent claims in 2020. The State required the District to pay the claims while the fraud investigation was completed. All claims paid in 2020 will eventually be returned to the District.

Temporary Help

Temporary help is occasionally used when there are full time vacancies or other needs for additional staffing for short term staffing needs. The District contracts for these services with staffing agencies. Temporary employees may be utilized in 2021 if the maintenance management software conversion requires more time than existing personnel can cover.

MAJOR FUND CATEGORIES

GENERAL FUND

The General Fund is used to account for the daily operations of the District. Revenue sources include: Property Taxes, User Fees, Replacement Taxes, Interest, Pump Station Maintenance Fees, Waste Hauler Fees and Transfers from other funds.

CAPITAL BOND FUND

This fund is used to account for expenditures funded with revenue from issuing bonds. Revenue source is debt issuance.

CAPITAL CONTINGENCY FUND

This fund is used to account for emergency, unanticipated and regulatory capital repair or replacement expenditures. Revenue sources include: User Fees and Interest.

PUBLIC BENEFIT

Expenditures in this fund are restricted by state statute for capital expenditures that benefit all residents of the district. Revenue sources include: Property Taxes, User Fees, Replacement Taxes and Interest.

REPLACEMENT FUND

This fund is restricted by the USEPA for the replacement of equipment acquired through the Federal Grants program. Revenue sources include: User Fees and Interest.

RENEWAL FUND

This is a fund restricted by the Sanitary District for capital expenditures that extend the useful life of facilities and equipment. Any funds not allocated for projects at the end of the fiscal year are transferred to the Replacement Fund. Revenue sources include: User Fees and transfers from the General Fund.

ANNEXATION FUND

Expenditures in this fund are restricted by the Sanitary District for capital expenditures that benefit all residents of the district. Revenue sources include: Annexation Fees and Interest.

DEBT SERVICE FUND

The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs. Revenue sources include: Property Taxes, User Fees and payments from Municipalities.

CONSTRUCTION PROJECT FUND

This fund is required by the IEPA for payment of expenditures incurred during the completion of revolving loan fund projects. Revenue sources include Illinois loan funds and User charges.

COMPLIANCE FUND

Expenditures in this fund are restricted by the Sanitary District for operating and capital costs associated with permit compliance. Revenue sources include User charges and Interest.

BUDGET SUMMARY

The proposed budget for FY 2021 operating funds is not changing from the FY 2020 amount of \$11,900,000. The capital project and debt service funds are increasing by 42.2% to \$26,448,500. The total budget for FY 2021 is increasing 29.2% to \$37,243,500.

The totals for each fund are as follows:

FUND	BUDGET FY 2020	BUDGET FY 2021	PROPOSED PERCENT CHANGE
General	\$11,900,000	\$11,900,000	0 %
IMRF	303,000	300,000	(1.0) %
Water Quality	500	500	0 %
Transfers	(303,500)	(300,500)	(1.0) %
Total Operating Funds	11,900,000	11,900,000	0 %
Capital Contingency	45,000	30,000	(33.3) %
Public Benefit	690,000	729,000	5.7 %
Annexation	28,000	250,000	792.9 %
Replacement	3,541,000	7,054,000	99.2 %
Renewal	2,390,000	4,616,000	93.1 %
Debt Service	3,431,000	3,045,500	(11.2) %
Construction Projects	7,500,000	9,000,000	20.0 %
Compliance	975,000	1,724,000	76.8 %
Total Bond & Capital	18,600,000	26,448,500	42.2 %
Fund Balance Contribution	(1,681,500)	(1,105,000)	(34.3) %
Grand Total	<u>\$28,818,500</u>	<u>\$37,243,500</u>	<u>29.2 %</u>

BUDGET DETAIL

The following pages have much more detailed information about the budget and include:

Budget Summary – All Funds

This is a one page summary of the entire budget that shows two years of actual history, the current budget and projected year end. The highlighted column is the proposed budget for next year. The last three columns show variances from the projected year end and the current budget.

General Fund Expense by Department

This chart and graph show how the budgeted resources are distributed by department. There are two new line items this year to show how much is budgeted for Collection System Maintenance and Safety. These two amounts have been combined in other departments in the past. The amounts listed for each department include operating and capital expenses budgeted in the general fund.

Budget Expenses by Source

This chart and graph show how the budget allocates resources by source. The District is entering a period when aging assets are in need of renewal and replacement. This is demonstrated by the large percentage of the budget allocated for Capital Projects. Because the Sanitary District is primarily a service organization, the next largest source is personnel services.

Budget Operating Revenue by Source

This chart and graph show how District's operating revenue is generated. User fees are by far the largest source of revenue and generate about 70 percent of the total revenue. Industrial user fees are a key component of the District's total revenue and account for 50 percent of total revenue.

2021/22 Capital Project List - To be Distributed Later

This is a list of all budgeted projects.

Proposed Budget by Fund – To Be Distributed Later

This is the line item budget and shows how the District accounts for all revenue and expenses.

CONCLUSION

This budget provides the resources required to continue renewing and replacing aging infrastructure while the Sanitary District of Decatur's fulfills its mission to provide quality and safe wastewater treatment services for the residents of the Sanitary District during the 2021 Fiscal Year.

Respectfully submitted,

Sanitary District of Decatur Staff

Sanitary District of Decatur

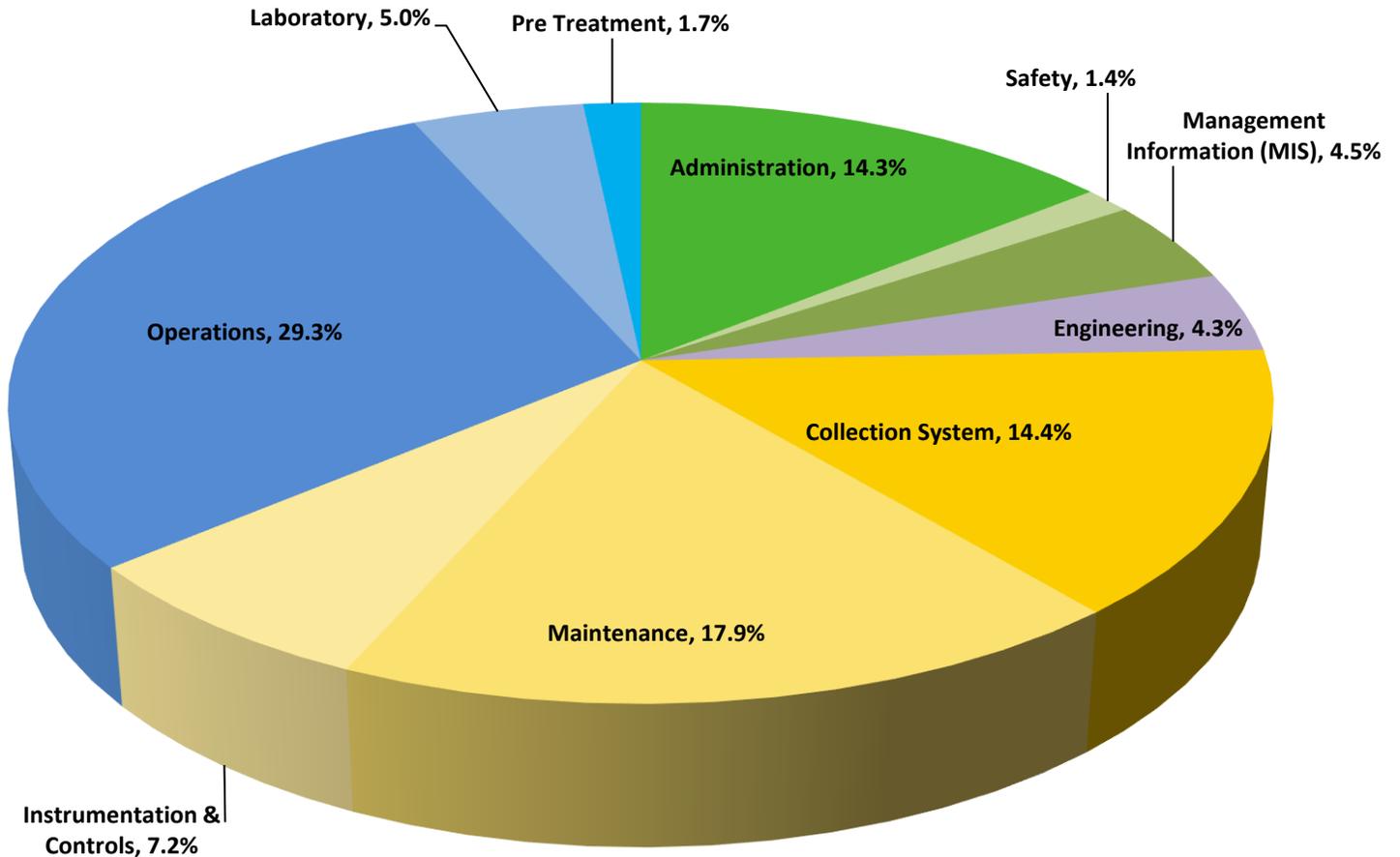
2021-2022 Budget Summary - All Funds

Description	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2020 Projected Year End	FY 2021 Proposed Budget	Change Budget to Budget		
						FY 2021 Budget to FY 2020 PYE	Amount	Percent
REVENUE								
Property Tax	3,822,800	3,565,000	3,861,000	3,887,434	3,788,500	(98,934)	(72,500)	-2%
Penalties	25,000	30,000	25,000	533,000	20,000	(513,000)	(5,000)	-20%
Industrial User Charge	9,938,915	11,530,000	12,675,000	12,918,184	13,277,200	359,016	602,200	5%
User Charge	4,564,535	4,682,900	4,569,000	4,449,820	4,909,800	459,980	340,800	7%
Replacement Tax	268,200	189,500	237,500	387,739	188,000	(199,739)	(49,500)	-21%
Operations of Pump Station	109,000	117,000	123,500	109,875	123,500	13,625	0	0%
Interest Income	328,450	700,100	346,500	633,892	486,000	(147,892)	139,500	40%
Other Income	172,000	133,000	132,000	114,340	103,000	(11,340)	(29,000)	-22%
Waste Hauler Manifest Revenue	100,800	120,000	120,000	139,800	139,800	0	19,800	17%
Sewer Permit Income	130,000	130,000	130,000	125,243	124,000	(1,243)	(6,000)	
Total Operating Revenue	19,459,700	21,197,500	22,219,500	23,299,327	23,159,800	(139,527)	940,300	4%
Loan Revenue	4,641,500	6,135,000	7,500,000	0	9,000,000	9,000,000	1,500,000	20%
Debt Service Payments from Others	303,800	308,000	308,000	308,000	321,800	13,800	13,800	4%
Prior Year Proceeds		3,086,500	472,500		5,866,900	5,866,900	5,394,400	1142%
Total Other Revenue	4,945,300	9,529,500	8,280,500	308,000	15,188,700	14,880,700	6,908,200	83%
Total Revenue	24,405,000	30,727,000	30,500,000	23,607,327	38,348,500	14,741,173	7,848,500	26%
EXPENSE								
Operating Expense								
Personnel Services Expense	5,666,000	5,693,800	6,134,600	5,358,948	6,182,000	823,052	47,400	1%
Operating Services Expense	1,495,000	1,269,800	1,363,700	1,150,275	1,493,000	342,725	129,300	9%
Utilities		1,087,900	1,093,499	1,233,449	1,207,300	(26,149)	113,801	10%
Outside Services Expense	2,122,000	1,829,800	1,506,501	1,416,804	2,336,000	919,196	829,499	55%
Administration Expense	1,655,000	1,845,000	1,694,700	698,463	1,266,200	567,737	(428,500)	-25%
Total Operating Expense	10,938,000	11,726,300	11,793,001	9,857,939	12,484,500	2,626,561	691,499	6%
Capital and Debt Service Expense								
Capital Expense	11,234,000	15,044,700	13,594,500	1,419,571	21,713,500	20,293,929	8,119,000	60%
Debt Service Expense	3,859,000	3,258,000	3,431,000	5,196,332	3,045,500	(2,150,832)	(385,500)	-11%
Fund Balance Contribution		698,000	1,681,500		1,105,000	1,105,000	(576,500)	-34%
Total Capital and Debt	15,093,000	19,000,701	18,707,000	6,615,903	25,864,001	19,248,097	7,157,000	38%
Total Expense	26,031,000	30,727,000	30,500,001	16,473,842	38,348,500	21,874,658	7,848,500	26%
Revenue in Excess of Expenditures	(1,625,999)	0	0	7,133,485	0	(7,133,485)	0	

Sanitary District of Decatur

2021-2022 General Fund Expense by Department

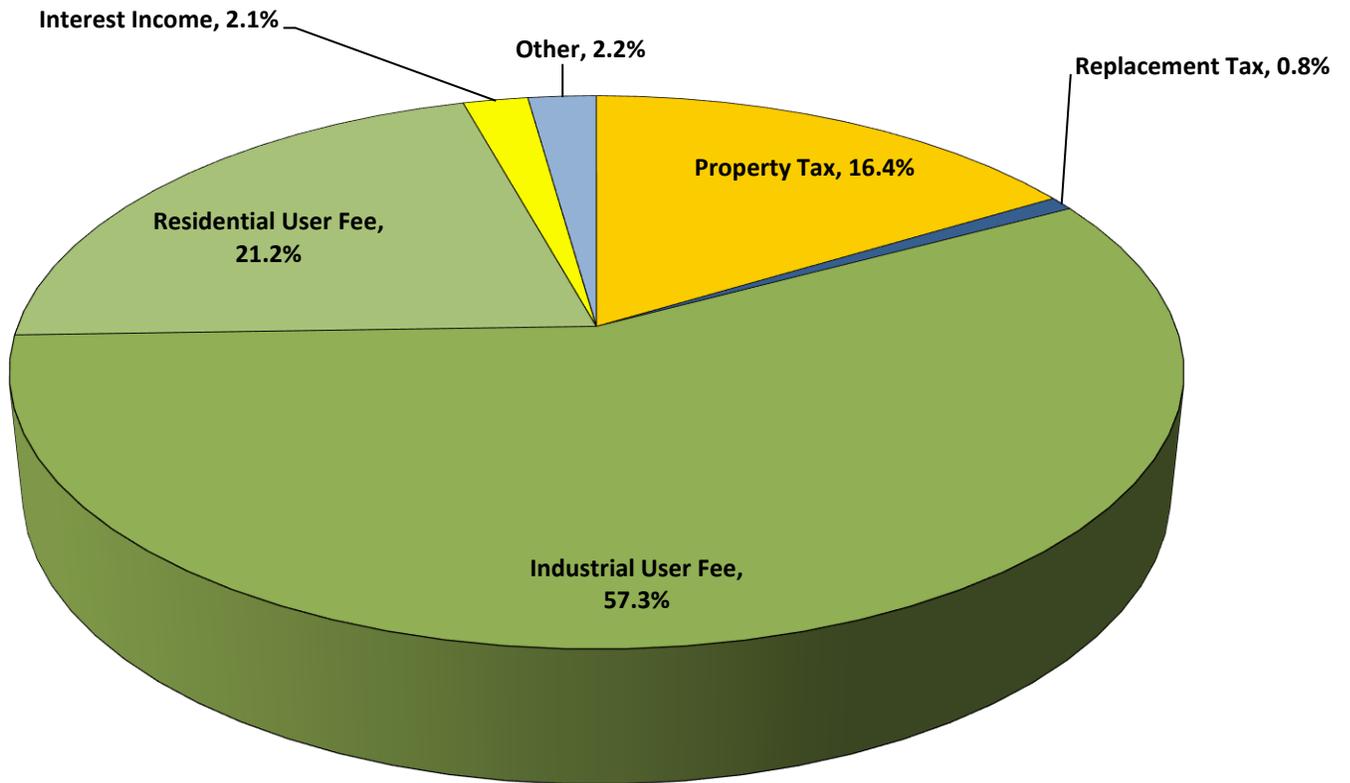
General Fund	20/21 Budget	Percent of Total	21/22 Budget	Percent of Total	Change in Budget
Administration	1,819,651	15.3%	1,699,500	14.3%	(120,151)
Safety	189,258	1.6%	166,950	1.4%	(22,308)
Management Information (MIS)	249,800	2.1%	532,000	4.5%	282,200
Engineering	540,960	4.5%	508,250	4.3%	(32,710)
Collection System	1,234,445	10.4%	1,709,000	14.4%	474,555
Maintenance	2,472,225	20.8%	2,131,400	17.9%	(340,825)
Instrumentation & Controls	825,918	6.9%	862,500	7.2%	36,582
Operations	3,747,165	31.5%	3,490,700	29.3%	(256,465)
Laboratory	584,332	4.9%	599,000	5.0%	14,668
Pre Treatment	236,249	2.0%	200,700	1.7%	(35,549)
Total General Fund	11,900,001	100.0%	11,900,000	100.0%	(1)



Sanitary District of Decatur

2021-2022 Budget Operating Revenue by Source

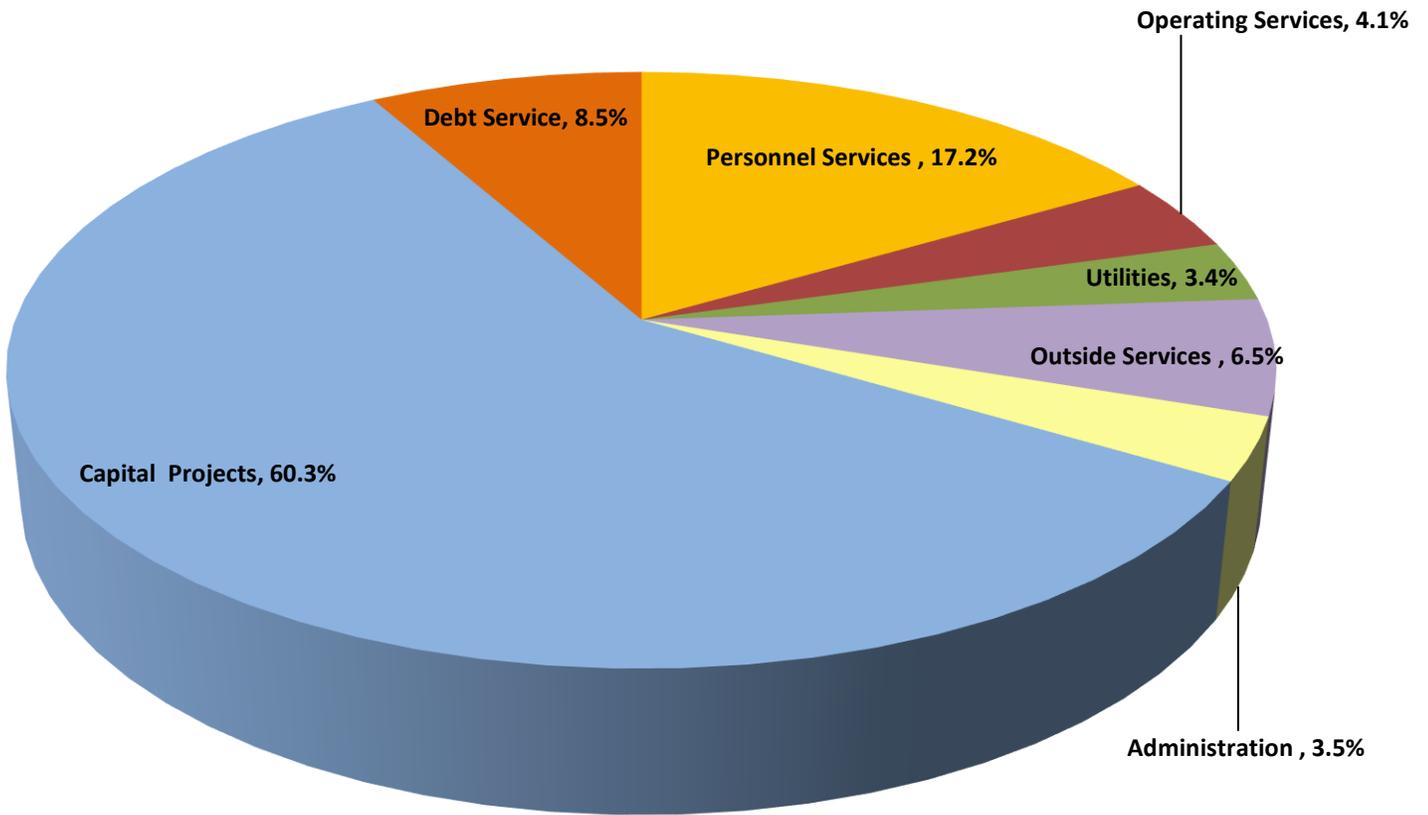
	20/21 Budget	Percent of Total	21/22 Budget	Percent of Total	Change in Budget
Property Tax	3,861,000	17.4%	3,788,500	16.4%	(72,500)
Replacement Tax	237,500	1.1%	188,000	0.8%	(49,500)
Industrial User Fee	12,675,000	57.0%	13,277,200	57.3%	602,200
Residential User Fee	4,569,000	20.6%	4,909,800	21.2%	340,800
Interest Income	346,500	1.6%	486,000	2.1%	139,500
Other	530,500	2.4%	510,300	2.2%	(20,200)
Total	22,219,500	100.0%	23,159,800	100.0%	940,300



Sanitary District of Decatur

2021-2022 Total Expense by Source

	20/21 Budget	Percent of Total	21/22 Budget	Percent of Total	Change in Budget
Personnel Services	6,134,600	21.3%	6,182,000	17.2%	47,400
Operating Services	1,363,700	4.7%	1,493,000	4.1%	129,300
Utilities	1,093,499	3.8%	1,207,300	3.4%	113,801
Outside Services	1,506,501	5.2%	2,336,000	6.5%	829,499
Administration	1,694,700	5.9%	1,266,200	3.5%	(428,500)
Capital Projects	13,594,500	47.2%	21,713,500	60.3%	8,119,000
Debt Service	3,431,000	11.9%	3,045,500	8.5%	(385,500)
Total	28,818,500	100.0%	36,036,201	100.0%	7,217,700



Sanitary District of Decatur

2021/22 Capital Improvement Plan

Updated: 01/29/21

Proj Code	Project	Funding Mechanism	2020 Budget	2020 Projected	Carry Over to 2021	Projected Project Cost	
						2021	2022
20ADM01	Building Assessment Study	Renewal	20,000		20,000	20,000	
20ADM03	Maintenance Management System Replacement	Public Benefit	125,000		125,000	125,000	
20ADM04	Door Lock System	Renewal	20,000	-	20,000	60,000	
20COL01	Replacement Actuators - Linc Park	Replacement	25,000			25,000	
20COL06	Wyckles Well Pump Replacement	Replacement	10,000		10,000	10,000	
20ENG01	Lake Shore Pump Station Rehab / Replace	Renewal	175,000	165,000	10,000	2,250,000	250,000
20ENG01	MCC Replacement - Lakeshore Pump Station	Replacement				150,000	
20ENG06	South Shores Interceptor Rehab	IEPA SRF	100,000	100,000		8,900,000	
20ENG07	Replace Dig Lid #3	Replacement	1,000,000		1,000,000	3,014,000	
20ENG09	Program - Roads Work	Renewal	150,000	235,237	69,000	69,000	
20ENG10	Upgrades to Grit Drying Bed	Public Benefit	100,000		100,000	150,000	
20ENG14	Reface Digester Complex	Renewal	600,000		600,000	600,000	
20ENG15	Paint Water Tower	Renewal	170,000		170,000	170,000	
20ENG16	Structure to enclose Oreana 2 Generator	Public Benefit	10,000		10,000	10,000	
20ENG18	Sodium Bisulfite tanks	Replacement	150,000		150,000	150,000	
20ENG20	Painting and Coating Div Structure	Renewal	115,000		115,000	115,000	
20I&C03	Transformer and Switch Replacement 210 & 009	Replacement	120,000		120,000	120,000	
20I&C04	MCC Replacement - 231 Blower Bldg	Replacement	100,000	75,000	25,000	25,000	
20I&C05	MCC Replacement - 217	Replacement	100,000	75,000	25,000	25,000	
20I&C06	MCC Replacement - 203 Building	Replacement	100,000	75,000	25,000	25,000	
20MNT02	Program - Door Renewal Program	Renewal	100,000		100,000	100,000	
20MNT05	Blower Building Filter Renewal (coating)	Renewal	50,000		50,000	50,000	
20MNT16	East Headworks Sludge Transfer Pumps	Replacement	225,000		225,000	225,000	
20MNT17	Building Maintenance - HVAC	Renewal	35,000			35,000	
20MNT5	Plant Water Pump #1 Rehab	Renewal	25,000		25,000	35,000	
21CMP01	NARP	Compliance				100,000	
21CMP02	PDOP	Compliance				100,000	
21CMP04	Fermentation Reactor	Compliance				415,000	800,000
21CMP05	Fairview CSO Monitoring	Compliance				33,000	
21COL02	Program - Pump Replacement	Replacement				35,000	

Proj Code	Project	Funding Mechanism				Projected Project Cost	
			2020 Budget	2020 Projected	Carry Over to 2021	2021	2022
21COL02a	Damon #2 Pump Replacement	Replacement				200,000	
21COL03	Collection System Valve Replacement	Replacement				20,000	
21COL04	Program - Pump Renewal	Renewal				75,000	
21ENG03	#3 Effluent Pump Replacement	Replacement				475,000	
21ENG04	Force Main condition assessment	Renewal				100,000	
21ENG08	Program - Roof Restoration	Renewal				107,000	
21ENG09	Program - Roads Work	Renewal				40,000	
21ENG11	Program - Hatch Replacements COL System	Replacement				25,000	
21ENG12	South Sludge Lagoon (Ph 4)	Operating				40,000	
21ENG17	Sewer Televising & Rating	Renewal				75,000	
21ENG19	Replacement of Aeration Tank Gates (20) &Nitr. Clarif	Replacement				2,200,000	
21ENG30	Modeling of Headworks Grit	Operating				25,000	
21ENG40	Pump Replacement - Abel #2 & Misc Valving	Replacement				40,000	300,000
21ENG42	Design of Secondary Aerobic Digesters	Renewal				80,000	
21ENG50	Wyckles East Lagoon Rehab	Renewal	75,000		75,000	75,000	
21I&C01	MCC Replacement - 210 Building	Replacement				125,000	
21I&C02	Energy efficiency upgrades	Public Benefit				15,000	
21LAB01	Microscope	Public Benefit				10,000	
21LAB02	Hood Repairs	Public Benefit				20,000	
21MIS01	Computer Equipment	Operating				45,000	
21MNT01	Vehicle Replacement	Public Benefit				150,000	
21MNT02	Program - Replacement Actuators	Replacement				100,000	
21MNT03	Blower Building Transfer Switch	Public Benefit				150,000	
21MNT04	Koshinski Lane Property Demo	Operating				20,000	
21MNT05	Generator Replacement 099-36-02 (White)	Operating				40,000	
21MNT06	Wyckles Decant Facilites Upgrades	Renewal				100,000	
21MNT07	Emergency ByPass Fencing Upgrades	Renewal				200,000	
21MNT08	Lubrication Management System	Public Benefit				50,000	
21OPS01	Wyckles East Lagoon Cleanout	Operating		200,000		400,000	
21PRE01	Automatic Samplers	Public Benefit				24,000	
21SAF01	Safety Equipment Upgrades	Public Benefit				25,000	
N/A	Capital Contingency Reserve	Capital Contingency	105,000			30,000	30,000
		Capital Contingenc	105,000	-	-	30,000	30,000
		Annexation	-	-	-	-	-
		Public Benefit	690,000	161,624	435,000	729,000	265,000

Proj Code	Project	Funding Mechanism				Projected Project Cost	
			2020 Budget	2020 Projected	Carry Over to 2021	2021	2022
		Operating	137,000	261,273	-	570,000	207,500
		Renewal	2,390,000	476,840	1,334,000	4,356,000	2,686,000
		Replacement	2,374,500	365,000	1,645,000	6,989,000	850,000
		IEPA SRF	100,000	100,000	-	8,900,000	-
		Compliance				648,000	800,000
		Special Assessment	-	-	-	-	-
			5,796,500	1,364,737	3,414,000	22,222,000	4,838,500

DRAFT ORDINANCE NO 21-01

WHEREAS, the District has adopted Ordinance No. 600 establishing User Charge Rates as provided for in the District's Ordinance No. 599 adopting a User Charge System, and

WHEREAS, the Trustees of the District deem it necessary to adjust the established Base User Charge and revise the Debt Service Charge provided in Ordinance No. 600,

BE IT ORDAINED by the Board of Trustees of the Sanitary District of Decatur, Macon County, Illinois, as follows:

That Article I, User Charge Rates, 101(a), be amended to be:

- (a) Base User Charge which shall be levied on all users who discharge wastewater to the District's facilities:

\$1.2438 per 100 cubic feet (Ccf) of billable flow

That Article I, User Charge Rates, 101(b) be amended to be:

- (b) Debt Service Charge and/or Base User Charge which shall be levied on all users who discharge wastewater to the District's facilities: The Sanitary District of Decatur reserves the right to reallocate the user fees from Article I, (b) for general operations after its satisfaction of its Annual Debt Service Obligation.

\$0.0045	Wyckles Forcemain – PH 1 (L172826)
\$0.0043	Wyckles Forcemain – PH 2 (L173640)
\$0.0143	Trestle Repairs (L172825)
\$0.0269	Oreana Collection System (L172828)
\$0.0351	Argenta Collection System (L173641)
\$0.0096	Stevens Creek Interceptor (South) Rehab (L171484)
\$0.0480	Digester Mixing Replacement (L174876)
\$0.0325	2014 Sludge Thickening Replacement (L174983)
\$0.0237	2014 Odor Control Phase II (175283)
\$0.0145	2014 Sewer Rehabilitation Project (L175195)
\$0.0076	SE 36 Interceptor Rehabilitation Project (L17-5410)
\$0.0240	Odor Control Phase II (L17-5283)
\$0.0549	West Headworks Rehabilitation Project (L17-4647)
<u>\$0.0563</u>	South Shores Interceptor Rehab
\$0.3562	per 100 cubic feet of billable flow (Debt Service Charge)

That Article I, Fixed Base User Charge, 101(d), be amended to be:

- (d) Fixed Base User Charge, which shall be levied on residential users not having a water meter, is \$11.20 per month or \$33.60 per quarter.

That Article I, Billing and Collection Fee, 101(f), be amended to be:

- (f) Billing and Collection Fee, which shall be assessed in addition to the Base User Charge on all users billed by the City of Decatur: \$1.75 per monthly bill or \$5.25 per quarterly bill and all other users \$2.50 per bill.

BE IT FURTHER ORDAINED that said rate shall become effective May 1, 2021.

BE IT FURTHER ORDAINED that except as herein amended, Ordinance No. 599 and 600 shall remain in full force and legal effect.

Presented and adopted by roll call vote of the trustees of the District at a special meeting held on March 31, 2021.

Dan Smallwood, President

ATTEST: Rob Jacobsen Clerk