



SOLID WASTE AGENCY OF LAKE COUNTY, IL

MEMORANDUM

To: Michael Talbett, Chairman, Executive Committee
From: Walter S. Willis, Executive Director *WSW*
Subject: September 2021 Meeting Notice Information
Date: September 2, 2021

Attached you will find the agenda for our next meeting at 12 pm on September 9, 2021, the minutes from the July 15, 2021 meeting, and the referenced action item related to the FY 2022 budget.

Please let Amy Bartemio know if you will be attending or not, this meeting will be held via Zoom again so please be sure to register for the meeting once you get the announcement.

SOLID WASTE AGENCY OF LAKE COUNTY, IL
EXECUTIVE COMMITTEE
Thursday, September 9, 2021 12:00 pm
VIA ZOOM MEETING

1. CALL TO ORDER.....Chairman Talbett
2. ROLL CALLSecretary
3. APPROVAL OF MINUTES
July 15, 2021
4. NEW AGENDA ITEMS
5. PUBLIC COMMENT ON AGENDA ITEMS
6. EXECUTIVE COMMITTEE ITEMSChairman Talbett

Consent Item - None

Action Items

1. Proposed 2022 FY Budget

Information Items - None

7. EXECUTIVE SESSION - *None*
8. ADJOURNMENT

	A	B	C	D	E	F	G	H	I	J	K	L
1	SWALCO EXECUTIVE BOARD VOTING RECORD - July 15, 2021											
2	REPRESENTATIVE		Minutes		May expenses		D&O Renewal		Audit to BOD		WW Rates increase	
3	Attendance		A	N	A	N	A	N	A	N	A	N
4	MIKE ELLIS											
5	MIKE HEWITT	X	✓		✓		✓		✓		✓	
6	PATRICK MUETZ	X	✓		✓		✓		✓		✓	
7	JOHN NORRIS	X										
8	BUD ROTHING	X	✓		✓		✓		✓		✓	
9	MICHAEL TALBETT	X	✓		✓		✓		✓		✓	
10	JOHN WAGENER	X	✓		✓		✓		✓		✓	
11	NIMROD WARDA											
12	JULIE SIMPSON	X	✓		✓		✓		✓		Abstain	

(6)

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SWALCO EC July 15, 2021 Attendees

Meeting ID	Topic	Start Time	End Time
84528926555	SWALCO's July 2021 Executive Committee Meeting	7/15/2021 11:55	7/15/2021 12:28
Name (Original Name)	User Email	Total Duration (Minutes)	Guest
Peter Adrian (Amy Bartemio)	abartemio@swalco.org	64	No
Michael Talbett	mtalbett@villageofkildeer.com	34	Yes
John Norris (NO VOTE)	jnorris@villageofriverwoods.com	34	Yes
Julie Simpson	jsimpson@lakecountyil.gov	34	Yes
John Wagener	jtwagener@gmail.com	34	Yes
Pat @ Gurnee (18478151981)		32	Yes
Steve Nelson	snelson@swalco.org	33	Yes
Derke Price	dprice@ancelglink.com	33	Yes
Merlanne Rampale	rrampale@sbcglobal.net	31	Yes
Walter Willis	wwillis@swalco.org	30	No
Bud Rothing	frankrothing@comcast.net	27	Yes
Mike @ Waukegan (18476256832)		25	Yes

MINUTES

SOLID WASTE AGENCY OF LAKE COUNTY, IL
EXECUTIVE COMMITTEE
Thursday, July 15, 2021 12:00 pm
VIRTUAL – Per IL Executive Order re/COVID

CALL TO ORDER

Chairman Talbett called the meeting to order at 12:02 pm with 6 members in virtual attendance.
John Norris of Riverwoods was in attendance.

APPROVAL OF MINUTES

Motion by *Pat Muetz* seconded by *Bud Rothing* to approve the *Executive* meeting minutes of 03.11.2021
Motion was approved on a roll call of 6 to 0.

NEW AGENDA ITEMS – None

PUBLIC COMMENT - None

EXECUTIVE COMMITTEE ITEMS – None

CONSENT ITEM

Expenditure Reports (May 2021).
Motion by *Julie Simpson* seconded by *Pat Muetz*.
Motion was approved on a roll call of 6 to 0.

ACTION ITEMS

1. Public Officials Liability Insurance Renewal

Steve Nelson gave a brief update of the Public Officials Liability Insurance up for renewal. The current policy will expire July 24, 2021. Arthur Gallagher Risk Management Services, our insurance broker, solicited quotes for this policy. RSUI Indemnity Company (RSUI), our current carrier, was the low bid and most comprehensive. Their policy also includes a Public Officials Extension endorsement (a significant coverage enhancement) which covers third party entities such as volunteer groups (i.e. our CAC committee). The premium for this year's policy is \$9,270 (\$8,820 plus \$200 broker fee plus \$250 AJG service fee), an \$810 increase from last year.

Motion by *Bud Rothing*, seconded by *John Wagener* to secure the 2021 Public Officials Liability insurance policy renewal and to pay the invoices immediately upon receipt.
Motion was approved on a roll call vote of 6 to 0.

2. Fiscal Year 2020 Audit

Walter Willis presented the report from RSM US LLP for the 2020 Fiscal Year. The audit includes the required communication of internal control related matters, and financial statements for fiscal years ending November 2020 and 2019. This year's audit was completed in conformance with the Government Accounting Standard Board (GASB) 34 model. The audit was found to be satisfactory and did not contain any material weaknesses in our financial reporting.

Motion by *Pat Muetz*, seconded by *John Wagner* to accept SWALCO's 2020 Fiscal Year Audit which will be presented to full board in August for approval.
Motion was approved on a roll call vote of 6 to 0.

3. Executive Director Annual Review

Discussion was held regarding evaluation form which rated Mr. Willis higher than last year. The evaluation form contents were all positive. Every year brings challenges to the agency, but a pandemic presented extraordinary challenges that needed to be overcome. Walter was able to manage the agency, staff, and its directors without in-person meetings. His experience and

leadership is needed more now than ever as the agency adapts to the changes wrought by the new way of doing business in the post-COVID environment.

Motion by *Pat Muetz*, seconded by *John Wagener* to approve an annual increase of 3.5% for 2021 beginning July 31, 2021 per the current employee contract.

Motion was approved on a roll call vote of 5 to 0. (J. Simpson abstained)

INFORMATION ITEMS - *None*

NEXT EXECUTIVE COMMITTEE MEETING: Thursday, September 9, 2021 - 12:00 p.m.

NEXT BOARD MEETING: Thursday, August 26, 2021 – 1:00 p.m., Virtual Platform

ADJOURNMENT (12:26 p.m.): Motion by *Pat Muetz* seconded by *John Wagener* to adjourn.

Motion was approved on a roll call vote of 6 to 0.

A – 1. Proposed FY 2022 SWALCO Budget

ISSUE: Whether to recommend the Board of Directors approve the proposed fiscal year 2022 SWALCO budget.

RECOMMENDATION: SWALCO staff recommend that the Executive Committee recommend approval of the 2022 SWALCO budget.

BACKGROUND: Attached to this memo is the proposed FY 2022 budget which includes a comparison to the FY 2021 budget. This item also provides an estimate of the depreciation and pension expenses, and updates on the Cash Balance Fund and the Capital Replacement Fund.

Proposed FY 2022 Budget

The highlights of the proposed budget are as follows:

1. Proposed expenditures for FY 2022 are \$1,171,459 compared to \$1,160,124 in FY 2021, an increase of \$11,335 or approximately 1%. Please note the following: 1) a 3% salary increase was assumed, 2) assumes a salary of \$86,000 for the new HCW manager (may be more or less depending on the experience of the candidates), 3) Merleanne Rampale's position being transitioned to full-time and 4) trips and training remaining limited due to COVID, and 5) reduced HCW program costs due to continued reliance on holding events at Gurnee and conducting 2 mobile collection events.
2. Total FY 2022 revenues are estimated at \$1,172,813 compared to \$1,087,645 in FY 2021, an increase of \$85,168 or approximately 8%. Revenue from the landfill surcharge for FY 2022 is estimated at \$670,000 an increase of \$40,000 from last year as the volume at both the Zion LF and Countryside LF is trending up. For the first two quarters of this year total payments from both landfills are up over \$119,000 from last fiscal year (recognizing that last fiscal year was a low tonnage year), and on track to match 2018 when both landfills generated approximately \$700,000 in revenue. The anticipated host fee from the Round Lake Park Transfer Station is \$73,000 per year, a slight increase from last year due to the host fee being increased by the CPI. Another significant source of expected growth in revenue is the textile and shoe program with an estimated growth in revenue from \$41,500 in FY 2021 to \$89,200 for FY 2022. This is based on the payment for textiles increasing from 3 cents per pound to 12 cents, and the continued growth in the number of collection bins and partners for both textiles and shoes.
3. Revenues are expected to exceed expenditures by \$1,354 (\$1,172,813 - \$1,171,459).

The following table shows the estimated revenues, from the six primary funding sources that support SWALCO's operations and expected expenditures for fiscal years 2022-2026. The table also shows the approximate cash fund balance moving forward.

SWALCO Revenue, Expenditure and Fund Balance Projections - Fiscal Years 2022 - 2026					
<u>Revenues/Expenditures</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
Operations & Maintenance Fee	\$287,323	\$287,323	\$287,323	\$287,323	\$287,323
Landfill surcharge, TS host fees,	\$743,000	\$743,000	\$743,000	\$743,000	\$743,000
Textile and Shoe Income	\$89,200	\$93,660	\$98,343	\$103,260	\$108,423
Interest Income	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Rain barrel, composter income	\$15,250	\$15,250	\$15,250	\$15,250	\$15,250
Misc. Revenue (hauler licensing, surcharge payment, and payment from Grayslake for drop-off)	<u>\$34,040</u>	<u>\$34,040</u>	<u>\$34,040</u>	<u>\$34,040</u>	<u>\$34,040</u>
Estimated Revenue	\$1,172,813	\$1,177,273	\$1,181,956	\$1,186,873	\$1,192,036
Estimated Exp.	\$1,171,459	\$1,183,174	\$1,195,005	\$1,206,955	\$1,219,025
Surplus/Deficit	\$1,354	(\$5,901)	(\$13,049)	(\$20,082)	(\$26,989)
Estimated Cash Balance	\$1,972,651	\$1,966,750	\$1,953,701	\$1,933,619	\$1,906,630

Several assumptions were made in preparing the above table:

- The O&M fee will remain at \$1.25 per household per year, and all members pay their fee each year.
- Local landfill surcharge and transfer station host fee revenues will increase back to historical levels (\$743,000) and maintain for the next 5 years. The Countryside Landfill indicated in its January 1, 2020 annual capacity report to IEPA that it will be out of capacity in 2026, and the Zion Landfill indicated it will run out of capacity in 2027 (this does not include the proposed expansion area).
- Textile and shoe income will increase 5% per year beginning in FY 2022.
- Interest paid on the surcharge balance will continue to be approximately \$4,000 per year.
- Rain barrel and composter sales income will remain stable through 2026.
- Miscellaneous revenue will stay steady.
- Expenditures will increase by 1% per year using \$1,171,459 as the base expenditure in FY 2022.
- The current cash balance is \$1,971,297 with \$1,602,651 being held in a CD and the rest being held in a lower interest generating account with the Lake County Treasurer.

FY 2020 Depreciation and Pension Expenses

To more completely budget for FY 2022 and to assist with the annual audit process, this year SWALCO's budget will include estimates for FY 2022 depreciation and pension (income) or expenses. These estimates are based on expenses incurred in FY 2020 per the financial audit approved by the Board in 2021.

Depreciation expenses are based on the Agency's capital assets which include land improvements, buildings, and office equipment and furniture. Annual depreciation expense in FY 2022 is estimated to be \$79,068.

Pension (income) expenses are based on the deferred outflows of resources and deferred inflows of resources and in FY 2020 SWALCO recognized a pension income of \$170, this same amount will be assumed for FY 2022.

Cash Fund Balance

As of August 2021, \$368,646 is being held by the Lake County Treasurer and approximately \$1,602,651 is being held in CDs at a bank in Highland Park for a total Cash Fund Balance of \$1,971,297. At the June 25, 2015 Board of Directors meeting the Board established a Cash Balance Fund Policy and approved a minimum cash fund balance of \$1,200,000, that if met would trigger the re-formation of the Finance Committee to evaluate long term funding for the Agency. Based on the projected spending for the next 5 fiscal years the Agency will not come close to reaching the \$1.2 million threshold. There are many factors that may impact the Agency's revenues and expenditures over the next five years, and it will be up to the Executive Director, the Executive Committee and the Board of Directors to recommend and to take action at the appropriate time to ensure the long- term financial stability of the Agency.

Capital Replacement Fund

In FY 2022 there is one project contemplated and that is the replacement of the oil storage tank at an estimated cost of \$10,000. The current fund balance is \$254,602. No additional contributions to the Capital Replacement Fund have been budgeted for FY 2022.

ENCLOSED DOCUMENTS: 1) Proposed FY 2022 Budget, and 2) spreadsheet comparing FY 2021 vs. FY 2022 expenditures and revenues

STAFF: Walter Willis, Executive Director

Solid Waste Agency of Lake County
FY 2022 Budget

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
ADMINISTRATION 9200010					
930	51110	SW0	REGULAR SALARIES AND WAGES	\$ 486,557	Assumes 3% increases, Exec. Director increase effective August 1, 2021 per employment contract at 3.5% and moving Merleanne to full time
930	51120	SW0	PART TIME SALARIES AND WAGES	\$ -	
930	51150	SW0	SICK PAY REIMBURSEMENT	\$ -	Assumes no sick pay reimbursement
930	51180	SW0	SPECIAL PAY - AUTO ALLOWANCE	\$ 12,480	2 FT (\$385/mo.) and 1 FT (\$270/mo.)
50000 SERIES TOTAL (Administrative)				\$ 499,037	
930	61010	SW0	OFFICE SUPPLIES	\$ 1,000	Office supplies; petty cash; recycling specific supplies
930	61040	SW0	OPERATIONAL SUPPLIES	\$ 250	Plaques and awards
930	61080	SW0	FOOD & PROVISIONS	\$ 1,000	Executive Committee lunches, staff meeting lunches, and BOD meetings
930	65180	SW0	MISCELLANEOUS COMMODITIES	\$ 250	Misc. purchases
60000 SERIES TOTAL (Administrative)				\$ 2,500	
930	71110	SW0	AUDITING AND ACCOUNTING	\$ 11,200	Final year of five year contract with RSM
930	71140	SW0	LEGAL SERVICES	\$ 25,000	EC and BOD meetings, plus anticipated work on the fee payment issue and Zion LF siting
930	71150	SW0	CONSULTANT FEES	\$ 44,000	Mike Grady, Strategic Advocacy Group, year one of two year contract (\$34,000); \$10,000 to PSI for packaging EPR bill development
930	71500	SW0	TRIPS AND TRAINING	\$ 1,975	Conference attendance in general, (\$1,000); OSHA Training (3 people, \$475); IDOT Training (1 person, \$500);
930	71810	SW0	DUES AND SUBSCRIPTIONS	\$ 4,866	Official Board Markets, Resource Recycling, BioCycle, Recycled Products Guide (\$1,200); Membership dues for IRA, SWANA, ILCSWMA, LCML, CHMM, NAHMA, PSI, IFSC and IEC (\$3,666)
930	71910	SW0	GAS FOR HEATING	\$ 16,000	Air make-up, hot water, furnace
930	71920	SW0	ELECTRICITY	\$ 12,500	Parking lights, storage facility and office lights and baseboard heat
930	71930	SW0	WATER AND SEWER CHARGES	\$ 350	Water and sewer services
930	71940	SW0	TELEPHONE	\$ 5,000	Line charges, local and AT&T; cell phones and Ipad
930	71955	SW0	CELL PHONE ALLOWANCE	\$ 660	Reimburse Amy B. cell phone costs
930	71970	SW0	COURIER SERVICES	\$ -	

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
930	72110	SW0	LIABILITY INSURANCE	\$ 83,121	Public Officials (\$9,270 last year); Building and property (\$33,584 last year); general/Pollution liability insurance and auto (\$24,211) last year; and equipment policy (\$752) last year; broker fee (\$7,000) assumed approximate 5% increase in premiums
930	72140	SW0	UNEMPLOYMENT COMPENSATION	\$ 625	\$125 per employee (5)
930	72260	SW0	OFFICE EQUIP MAINT AND REPAIRS	\$ 1,400	Fire alarm and burglar alarm
930	72410	SW0	ALL OTHER MAINT AND REPAIRS	\$ -	
930	72530	SW0	EQUIPMENT RENTAL	\$ 1,500	Copy machine lease fee and copy fee
930	72820	SW0	POSTAGE	\$ 125	Postage and courier costs
930	72830	SW0	PRINTING SERVICES	\$ -	
930	73195	SW0	INDIRECT COST ALLOCATIONS	\$ 55,654	County advised to use same payment as last year
930	74080	SW0	H/L/D EMPLOYEE BENEFITS	\$ 105,240	Assumes 6.9% increase on current monthly costs of \$7,304, plus adding Merleanne for single coverage
930	74100	SW0	RETIREMENT CONTRIBUTIONS FICA	\$ 37,222	All employee salaries x 7.65%
930	74110	SW0	RETIREMENT CONTRIBUTIONS IMRF	\$ 4,379	Employee Salaries x 0.83%, still low due to switch from County IMRF
930	79930	SW0	MISCELLANEOUS CONTINGENCY	\$ 2,000	Contingency for unanticipated expenses
930	79940	SW0	MISC CONTRACTUAL SERVICES	\$ 13,000	Office Cleaning (\$2,500), special facility handyman (\$500); snow and lawn maint. (\$9,000); pest control (\$500); and window cleaning (\$500)
70000 SERIES TOTAL (Administrative)				\$ 425,817	
930	82010	SW0	BUILDINGS AND STRUCTURES	\$ -	
930	84040	SW0	COMPUTER, WEB HOSTING	\$ 16,755	Website hosting fee from CivicPlus (\$2,035); and Adobe Creative annual subscription (\$1,100); Recycle by City (\$13320) and widgets (\$300)
930	84060	SW0	FURNITURE AND OFFICE EQUIPMENT	\$ 500	Misc. office furnishings; recycled art;
80000 SERIES TOTAL (Administrative)				\$ 17,255	
TOTAL 9200010 ADMINISTRATION				\$ 944,609	

Solid Waste Agency of Lake County
FY 2022 Budget

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
EDUCATION 9200020					
930	61040	SW2	OPERATIONAL SUPPLIES	\$ 1,500	Public information/school education: plaques, flags, awards, promo items. Supplies for other events
930	65180	SW2	MISCELLANEOUS COMMODITIES	\$ 1,500	Supplies, materials & other expenses for workshops, displays, open houses, programs, training, etc. Supplies for member events and to assist schools with events
930	65179	SW2	RAIN BARREL, COMPOST SUPPLIES	\$ 11,500	Purchase rain barrels (150 at \$50 per unit) and compost bins (100 at \$40 per unit) for annual sale
60000 SERIES TOTAL (Education)				\$ 14,500	
930	72830	SW2	PRINTING SERVICES	\$ -	Print work: guides, annual report, newsletters, brochures, flyers, workshop invites, media kits, and other needed public info materials
930	79940	SW2	MISC CONTRACTUAL SERVICES	\$ 1,000	Funding for entertainers and speakers for schools
930	71635	SW2	TEXTILE AND SHOE PAYOUTS	\$ 13,000	Payouts to textile and shoe collection partners based on last year's payout
930	71850	SW2	ADVERTISING	\$ 1,000	Special ads for SWALCO programs
70000 SERIES TOTAL (Education)				\$ 15,000	
930	85070	SW2	ALL OTHER CAPITAL OUTLAY	\$ -	
80000 SERIES TOTAL (Education)					
TOTAL 9200020 EDUCATION				\$ 29,500	

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
HOUSEHOLD CHEMICAL WASTE (HCW) 9200030					
930	65020	SW2	LABORATORY SUPPLIES	\$ 100	Supplies for Unknown Test Kit
930	61040	SW2	OPERATIONAL SUPPLIES	\$ 12,000	Safety Gear, OilDry, Brooms, Tape, Visqueen, Spill Cleanup, FirstAid Kits, Respirator Cartridges, Pallets, Etc.
930	65180	SW2	MISCELLANEOUS COMMODITIES	\$ 450	Grease for crusher, bottled water, etc.
60000 SERIES TOTAL (HCW)				\$ 12,550	
930	71150	SW2	CONSULTANT FEES	\$ 108,500	Mobile events \$29k (\$14k/event x 2 + 3%); Public Drop-offs \$62k (\$2.6k/event x 23 + 3%); Paint Bulking \$10k (\$800/month x 12 + 3%); Food \$3k; PHARM Labor \$5k (\$800/event x 6+3%)
930	71630	SW2	GARBAGE DISPOSAL	\$ 4,000	Mobile Events 1.1k(\$555 x 2 events +3%) + Office \$2.4k (\$190/month x 12 months +3%) + Xtra Service(\$500).
930	79940	SW2	MISC. CONTRACTUAL SERVICES	\$ 1,200	Burris fork lift=\$1k (\$475/event x 2 events+3%); Porta John (\$200) (\$175 per event x 1 events + 3%)
930	72110	SW2	LIABILITY INSURANCE	\$ -	Covered under Administrative 930-72110, Liability Insurance
930	72210	SW2	MOTOR VEHICLE MAINT & REPAIR	\$ 8,800	Fuel (\$200), Truck safety inspections (\$100), Annual tune up and brakes (\$2.5k), Paint truck cab and decals (\$6k)
930	72410	SW2	ALL OTHER MAINT AND REPAIRS	\$ 29,800	Dock Lock\$750, Plumbing \$3.5k, Fire sys PM \$5k, Whouse Maint \$4k, Generator \$4k, HVAC \$5k, Elec Services \$3k, Fork lift \$2k, Can Crusher \$500, Alarm \$750, Overhead Doors \$800, Fire Extings \$800
70000 SERIES TOTAL (HCW)				\$ 152,300	
930	82010	SW2	BUILDINGS AND STRUCTURES		
930	83010	SW2	MOTOR VEHICLES	\$ -	
930	84060	SW2	FURNITURE AND OFFICE EQUIPMENT	\$ -	
930	85070	SW2	ALL OTHER CAPITAL OUTLAY	\$ -	
80000 SERIES TOTAL (HCW)				\$ -	
TOTAL 9200030 HCW				\$ 164,850	

Solid Waste Agency of Lake County
FY 2022 Budget

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
RECYCLING 9200040					
930	65180	SW8	MISCELLANEOUS COMMODITIES	\$ 2,500	Electronics Collections, supplies, signage and labels (\$1,000); Special Events/collection containers (\$500); Signage and labels (\$500); and food scrap bags (\$500)
60000 SERIES TOTAL (Recycling)				\$ 2,500	
930	72830	SW8	PRINTING SERVICES	\$ -	
930	79940	SW8	MISC. CONTRACTUAL SERVICES	\$ 30,000	Electronics collection costs associated with drop off program, potential underweight truck charges (\$2k); eWorks, Grayslake electronics sorting (\$28k)
70000 SERIES TOTAL (Recycling)				\$ 30,000	
TOTAL 9200040 RECYCLING				\$ 32,500	

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
GRAND TOTAL (All Series)					\$ 1,171,459

Solid Waste Agency of Lake County
FY 2022 Budget

Fund:	Management Center	Account	DESCRIPTION	2022 APPROVED	DETAIL
REVENUES 40000					
930	47230	SW0	REVENUE FROM LANDFILL SURCHARGE & TS HOST FEE	\$ 743,000	Countryside LF (\$215,000); Zion LF (\$455,000); Groot TS (\$73,000)
930	48010	SW0	INTEREST INCOME FROM SURCHARGE BALANCE	\$ 4,000	Based on interest earned last fiscal year
930	45380	SW0	REVENUE FROM MUNICIPALITIES	\$ 287,323	O&M Fee at \$1.25 per hh per year
930		SW0	REVENUE FROM TEXTILES AND SHOES	\$ 89,200	Shoes (20,000 lbs. at \$.56 per lb.) and textiles (650,000 lbs. at \$.12 per lb.)
930		SW0	REVENUE FROM RAIN BARRELS AND COMPOSTERS	\$ 15,250	Based on selling 150 rain barrels at \$65 per unit and 100 composters at \$55 per unit
930	49910	SW0	MISCELLANEOUS REVENUES	\$ 34,040	Hauler Licensing (\$1,500); Surcharge reimbursement from WM for Lincolnshire (\$2,540); payment from Grayslake for drop off services provided by eWorks (\$30k)
TOTAL REVENUES				\$ 1,172,813	

Solid Waste Agency of Lake County
FY 2022 Budget v. 2021

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
2	ADMINISTRATION 9200010						
3	930	51110	SW0	REGULAR SALARIES AND WAGES	\$ 413,602	\$ 486,557	Assumes 3% increases, Exec. Director increase effective August 1, 2021 per employment contract at 3.5%. Merleanne shifted from part time to full time
4	930	51120	SW0	PART TIME SALARIES AND WAGES	\$ 57,337	\$ -	
5	930	51150	SW0	SICK PAY REIMBURSEMENT	\$ -	\$ -	
6	930	51180	SW0	SPECIAL PAY - AUTO ALLOWANCE	\$ 17,100	\$ 12,480	
7	50000 SERIES TOTAL (Administrative)				\$ 488,039	\$ 499,037	
8	930	61010	SW0	OFFICE SUPPLIES	\$ 1,000	\$ 1,000	Office supplies; petty cash; recycling specific supplies
9	930	61040	SW0	OPERATIONAL SUPPLIES	\$ 250	\$ 250	Plaques and awards
10	930	61080	SW0	FOOD & PROVISIONS	\$ 1,500	\$ 1,000	Executive Committee lunches, staff meeting lunches, and BOD meetings
11	930	65180	SW0	MISCELLANEOUS COMMODITIES	\$ 250	\$ 250	Misc. purchases
12	60000 SERIES TOTAL (Administrative)				\$ 3,000	\$ 2,500	
13	930	71110	SW0	AUDITING AND ACCOUNTING	\$ 10,800	\$ 11,200	Final year of 5 year contract with RSM Derke Price, meetings plus anticipated hours for Zion LF siting review and landfill fee issue
14	930	71140	SW0	LEGAL SERVICES	\$ 25,000	\$ 25,000	
15	930	71150	SW0	CONSULTANT FEES	\$ 49,000	\$ 44,000	Mike Grady, Strategic Advocacy Group, year one of two year contract (\$34,000); \$10,000 for consultant (PSI, for Packaging EPR legislation)
16	930	71500	SW0	TRIPS AND TRAINING	\$ 1,975	\$ 1,975	Conference attendance in general (\$1,000); OSHA Training (3 people, \$475); IDOT Training (1 person, \$500)
17	930	71810	SW0	DUES AND SUBSCRIPTIONS	\$ 4,866	\$ 4,866	Official Board Markets, Resource Recycling, BioCycle, Recycled Products Guide (\$1,200); Membership dues for IRA, SWANA, ILCSWMA, LCML, CHMM, NAHMMMA, PSI, IFSC and IEC (\$3,666)
18	930	71910	SW0	GAS FOR HEATING	\$ 15,000	\$ 16,000	
19	930	71920	SW0	ELECTRICITY	\$ 13,000	\$ 12,500	Parking lights, storage facility and office lights and baseboard heat
20	930	71930	SW0	WATER AND SEWER CHARGES	\$ 350	\$ 350	Water and sewer services
21	930	71940	SW0	TELEPHONE	\$ 5,500	\$ 5,000	Line charges, local and AT&T; cell phones and Ipad
22	930	71955	SW0	CELL PHONE ALLOWANCE	\$ 660	\$ 660	Reimburse Amy B. cell phone costs
23	930	71970	SW0	COURIER SERVICES	\$ 75	\$ -	Federal Express
24	930	72110	SW0	LIABILITY INSURANCE	\$ 84,674	\$ 83,121	Public Officials (\$9,270 last year); Building and property (\$33,584 last year); general/Pollution liability insurance/commercial auto (\$24,211 last year); Equipment policy (\$752 last year); broker fee (\$7,000); assumed 5% increase in premiums
25	930	72140	SW0	UNEMPLOYMENT COMPENSATION	\$ 625	\$ 625	\$125 per employee (5)
26	930	72260	SW0	OFFICE EQUIP MAINT AND REPAIRS	\$ 1,300	\$ 1,400	Fire alarm and burglar alarm
27	930	72410	SW0	ALL OTHER MAINT AND REPAIRS	\$ -	\$ -	
28	930	72530	SW0	EQUIPMENT RENTAL	\$ 1,500	\$ 1,500	Copy machine lease fee and copy fee

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
29	930	72820	SW0	POSTAGE	\$ 50	\$ 125	Postage for meter, supplies for meter, and courier services
30	930	72830	SW0	PRINTING SERVICES	\$ -	\$ -	
31	930	73195	SW0	INDIRECT COST ALLOCATIONS	\$ 55,654	\$ 55,654	County guidance was to use same indirect rate as last fiscal year
32	930	74080	SW0	H/L/D EMPLOYEE BENEFITS	\$ 87,648	\$ 105,240	Assumes 6.9% increase on current monthly costs of \$7,304 plus adding Merleanne for single coverage
33	930	74100	SW0	RETIREMENT CONTRIBUTIONS FICA	\$ 36,027	\$ 37,222	All employee salaries x 7.65%
34	930	74110	SW0	RETIREMENT CONTRIBUTIONS IMRF	\$ 4,191	\$ 4,379	Employee Salaries x 0.83%, still low due to switch from County IMRF
35	930	79930	SW0	MISCELLANEOUS CONTINGENCY	\$ 2,000	\$ 2,000	Contingency for unanticipated expenses
36	930	79940	SW0	MISC CONTRACTUAL SERVICES	\$ 13,000	\$ 13,000	Office Cleaning (\$2,500), special facility handyman (\$500); snow and lawn maint. (\$9,000); pest control (\$400); and window cleaning (\$450)
37	70000 SERIES TOTAL (Administrative)				\$ 412,895	\$ 425,817	
38	930	82010	SW0	BUILDINGS AND STRUCTURES	\$ -	\$ -	Misc. Unknown capital expenses
39	930	84040	SW0	COMPUTER, WEB HOSTING	\$ 16,640	\$ 16,755	Website hosting fee from CivicPlus (\$2,035); Adobe Creative Annual Subscription (\$1,100); Recycle by City (\$13,320) and widgets (\$300)
40	930	84060	SW0	FURNITURE AND OFFICE EQUIPMENT	\$ 500	\$ 500	Misc. office furnishings; recycled art
41	80000 SERIES TOTAL (Administrative)				\$ 17,140	\$ 17,255	
42	TOTAL 9200010 ADMINISTRATION				\$ 921,074	\$ 944,609	

Solid Waste Agency of Lake County
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	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
43							
44	930	61040	SW2	OPERATIONAL SUPPLIES	\$ 1,500	\$ 1,500	Public information/school education: plaques, flags, awards, promo items. Supplies for other events
45	930	65180	SW2	MISCELLANEOUS COMMODITIES	\$ 1,500	\$ 1,500	Supplies, materials & other expenses for workshops, displays, open houses, programs, training, etc. Supplies for member events and to assist schools with events
46	930	65179	SW2	RAIN BARREL, COMPOST SUPPLIES	\$ 11,500	\$ 11,500	Purchase of supplies for rain barrel (150 at \$50 per unit) and compost bin annual sale (100 at \$40 per unit)
47	60000 SERIES TOTAL (Education)				\$ 14,500	\$ 14,500	
48	930	72830	SW2	PRINTING SERVICES	\$ -	\$ -	Print work: guides, annual report, newsletters, brochures, flyers, workshop invites, media kits, and other needed public info materials
49	930	79940	SW2	MISC CONTRACTUAL SERVICES	\$ 500	\$ 1,000	Funding for entertainers and speakers for schools; and for misc. publicity efforts
50	930	71635	SW2	TEXTILE AND SHOE PAYOUTS	\$ 11,000	\$ 13,000	Payouts to textile and shoe collection partners based on last year's payout of \$7,700, assumes increase in collections and therefore payouts
51	930	71850	SW2	ADVERTISING	\$ -	\$ 1,000	
52	70000 SERIES TOTAL (Education)				\$ 11,500	\$ 15,000	
53	930	85070	SW2	ALL OTHER CAPITAL OUTLAY		\$ -	
54	80000 SERIES TOTAL (Education)						
55	TOTAL 9200020 EDUCATION				\$ 26,000	\$ 29,500	

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
56	HOUSEHOLD CHEMICAL WASTE (HCW) 9200030						
57	930	65020	SW2	LABORATORY SUPPLIES	\$ 100	\$ 100	Supplies for Unknown Test Kit
58	930	61040	SW2	OPERATIONAL SUPPLIES	\$ 13,000	\$ 12,000	Safety Gear, OilDry, Brooms, Tape, Visqueen, Spill Cleanup, FirstAid Kits, Respirator Cartridges, Pallets, Etc.
59	930	65180	SW2	MISCELLANEOUS COMMODITIES	\$ 400	\$ 450	Grease for crusher, bottled water, etc.
60	60000 SERIES TOTAL (HCW)				\$ 13,500	\$ 12,550	
61	930	71150	SW2	CONSULTANT FEES	\$ 115,900	\$ 108,500	Mobile events \$29k (\$14k/event x 2 + 3%); Public Drop-offs 62k (\$2.6k/event x 23 + 3%); Paint Bulking \$14.8k (\$1.2k/month x 12 + 3%); Suppl Labor \$1.6k (\$50/hrx2x8hrsx2events); Food \$2.5k; PHARM Labor \$6k (\$900/event x 6+3%)
62	930	71630	SW2	GARBAGE DISPOSAL	\$ 4,000	\$ 4,000	Mobile Events 1.1k(\$525 x 2 events +3%) + Office \$2.4k (\$190/month x 12 months +3%) + Xtra Service(\$500).
63	930	79940	SW2	MISC. CONTRACTUAL SERVICES	\$ 2,200	\$ 1,200	Burris fork lift=\$1k (\$450/event x 2 events+3%) Tents=\$1k (\$1,000/event x 1 events); Porta John (\$200) (\$175 per event x 1 events + 3%)
64	930	72110	SW2	LIABILITY INSURANCE	\$ -	\$ -	Covered under Administrative 930-72110, Liability Insurance
65	930	72210	SW2	MOTOR VEHICLE MAINT & REPAIR	\$ 8,800	\$ 8,800	Fuel (\$200), Truck safety inspections (\$100); Annual tune up/brakes (\$2.5k); Paint truck cab and decals (\$6k);
66	930	72410	SW2	ALL OTHER MAINT AND REPAIRS	\$ 29,650	\$ 29,800	Dock Lock \$700, Plumbing \$3.5k, Fire sys PM \$5k, Warehouse Maint \$4k, Generator \$4k, HVAC \$5k, Elec Services \$3k, Fork lift \$2k, Can Crusher \$500, Alarm \$750, Overhead Doors \$600, Fire Extingu \$600
67	70000 SERIES TOTAL (HCW)				\$ 160,550	\$ 152,300	
68	930	82010	SW2	BUILDINGS AND STRUCTURES	\$ 6,500	\$ -	
69	930	83010	SW2	MOTOR VEHICLES	\$ -	\$ -	
70	930	84060	SW2	FURNITURE AND OFFICE EQUIPMENT	\$ -	\$ -	
71	930	85070	SW2	ALL OTHER CAPITAL OUTLAY	\$ -	\$ -	
72	80000 SERIES TOTAL (HCW)				\$ 6,500	\$ -	
73	TOTAL 9200030 HCW				\$ 180,550	\$ 164,850	

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FY 2022 Budget v. 2021

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
74							
75	930	65180	SW8	MISCELLANEOUS COMMODITIES	\$ 2,500	\$ 2,500	Electronics Collections, supplies, signage and labels (\$1,000); Special Events/collection containers (\$500); Signage and labels (\$500); and food scrap collection bags (\$500)
76	60000 SERIES TOTAL (Recycling)				\$ 2,500	\$ 2,500	
77	930	72830	SW8	PRINTING SERVICES	\$ -	\$ -	
78	930	79940	SW8	MISC. CONTRACTUAL SERVICES	\$ 30,000	\$ 30,000	Electronics collection costs associated with drop off program (\$28K) potential underweight truck charges (\$2K)
79	70000 SERIES TOTAL (Recycling)				\$ 30,000	\$ 30,000	
80	TOTAL 9200040 RECYCLING				\$ 32,500	\$ 32,500	

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
81							
82							
83							
84							
85	GRAND TOTAL (All Series)					\$ 1,160,124	\$ 1,171,459

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FY 2022 Budget v. 2021

	A	B	C	D	E	F	G
1	Fund:	Management Center	Account	DESCRIPTION	2021 APPROVED	2022 REQUESTED	DETAIL
86	REVENUES 40000						
87	930	47230	SW0	REVENUE FROM LANDFILL SURCHARGE & TS HOST FEE	\$ 702,850	\$ 743,000	Countryside LF (\$215,000); Zion LF (\$455,000); Groot TS (\$73,000)
88	930	48010	SW0	INTEREST INCOME FROM SURCHARGE BALANCE	\$ 1,630	\$ 4,000	Based on interest earning last fiscal year
89	930	45380	SW0	REVENUE FROM MUNICIPALITIES	\$ 287,275	\$ 287,323	O&M Fee at \$1.25 per hh per year
90	930		SW0	REVENUE FROM TEXTILES AND SHOES	\$ 41,500	\$ 89,200	Shoes (20,000 lbs at \$.56/lb), Textiles/Bin Program (650,000 lb. at \$.12/lb)
91	930		SW0	REVENUE FROM RAIN BARRELS AND COMPOSTERS	\$ 14,000	\$ 15,250	Based selling 150 rain barrels at \$65 per barrel and 100 composters at \$55 per composter
92	930	49910	SW0	MISCELLANEOUS REVENUES	\$ 40,390	\$ 34,040	Hauler Licensing (\$1,500); Surcharge reimbursement from WM for Lincolnshire (\$2,540); and Grayslake payment for drop off (\$30k)
93	TOTAL REVENUES				\$ 1,087,645	\$ 1,172,813	