



**CITY OF URBANA  
CHAMPAIGN URBANA SOLID WASTE  
DISPOSAL SYSTEM (CUSWDS) BOARD  
MEETING**

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**DATE:** Monday, March 04, 2024  
**TIME:** 11:00 AM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

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**AGENDA**

- A. Call to Order and Roll Call**
- B. Approval of Minutes of Previous Meeting**
  - 1. Minutes February 24, 2023
- C. Public Input**
- D. Presentations**
  - 1. Consultant's Report
  - [2. Co-Directors' Report](#)
- E. Unfinished Business**
- F. New Business**
  - [1. Resolution approving Fiscal Year 2025 Budget](#)
- G. Adjournment**

## **PUBLIC INPUT**

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

### **Email Input**

In order to be incorporated into the record, emailed public comments must be received prior to 5:00 pm on the day preceding the meeting and sent following email address: [srtess@urbanainline.us](mailto:srtess@urbanainline.us)

The subject line of the email should include "PUBLIC INPUT", the board/commission name, and the meeting date. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted.

### **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 of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable. Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk 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 shall not enter into 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. In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior 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 e-mail to the public body for inclusion in the meeting record.

### **Accommodation**

If an accommodation is needed to participate in a City meeting, please contact the City at least 48 hours in advance using one of the following methods:

Phone: 217.384.2455

Email: [hro@urbanaininois.us](mailto:hro@urbanaininois.us)

**Watching the Meeting via Streaming Services**

The meeting will be streamed live at <https://livestream.com/urbana>. The recorded video will be available on the City's website.

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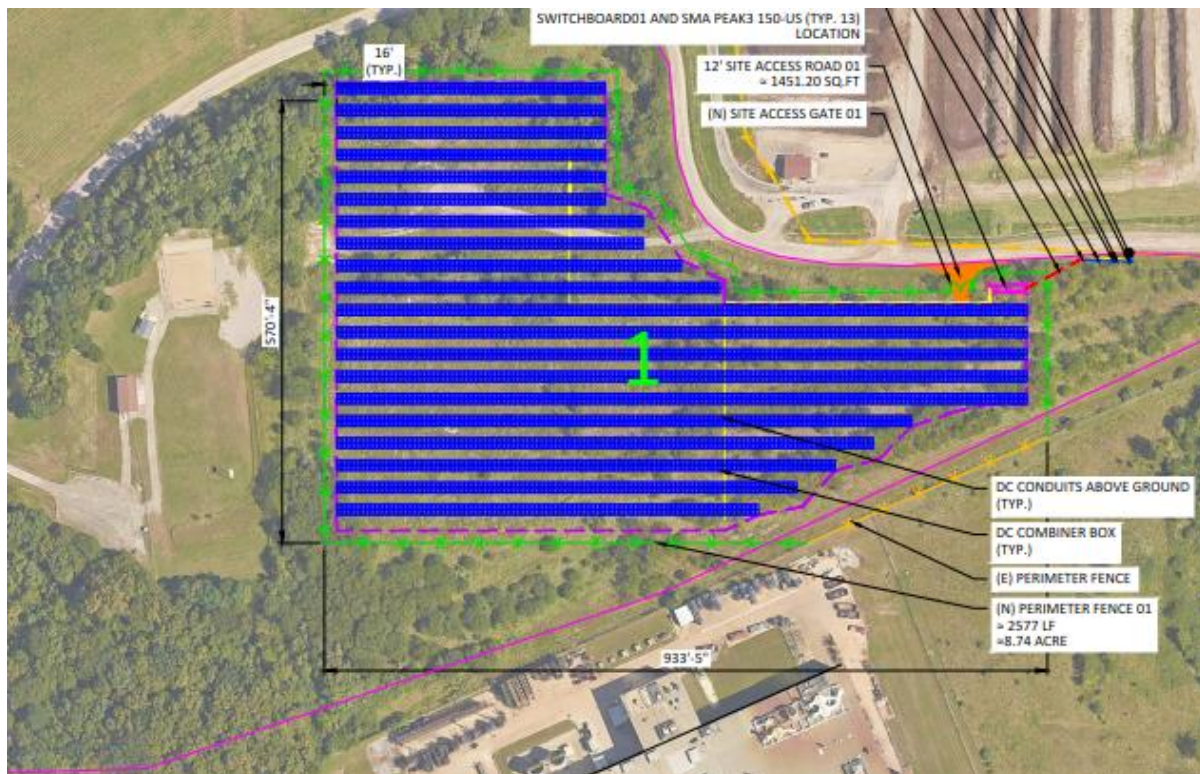
**TO:** Carol Mitten, CUSWDS Chairperson  
 Dorothy David, CUSWDS Co-Chairperson  
**FROM:** Scott R. Tess, Director  
 Alex Nagy, Co-Director  
**DATE:** January 31, 2024

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## REPORT

### Update on Solar Development on Landfill

A the selected vendor, Total Energies, has applied for an interconnection study with Ameren Illinois and applied for a market rate community solar incentive from the State of Illinois. If a development is successful, CUSWDS will enjoy woody vegetation removal and ongoing maintenance removed from their responsibility for 15 to 30 years.



### Maintenance Activities

Staff contracted for herbicide application along the southeast fenceline of the CUSWDS property. This is the first time or at least the first time in a long time that herbicide has been used to control vegetation at the CUSWDS landfill.





Staff contracted for mowing services and light woody vegetation removal on the south side of the 24 acre site. Additional spring mowing and woody vegetation removal is planned before the close of the fiscal year.

The CUSWDS leachate pumping system is still not functional. Thus far, pump maintenance has been performed including parts replacements and the forcemain has been replaced. Staff is investigating other potential causes for remediation.

Persons with disabilities needing special services or accommodations for this meeting should contact the City of Urbana's Americans with Disabilities Coordinator at 384-2466 or TTY at 384-2447.

CUSWDS FY25 Budget

| Account Description          | 2025 Original Budget | 2024 Original Budget | 2024 Actual Budget | 2023 Actual        | 2022 Actual        |
|------------------------------|----------------------|----------------------|--------------------|--------------------|--------------------|
| OTHER INTERGOV PAYMENTS      | (\$80,456.00)        | (\$71,277.00)        | (\$63,265.00)      | (\$67,048.00)      | (\$9,972.00)       |
| PROPERTY RENTAL              | \$0.00               | \$0.00               | \$0.00             | \$0.00             | \$0.00             |
| INVESTMENT INCOME            | \$0.00               | \$0.00               | (\$2,560.50)       | (\$1,164.00)       | (\$92.00)          |
| OTHER SUPPLIES               | \$1,116.00           | \$1,086.00           | \$41.29            | \$0.00             | \$1,019.00         |
| ARCHITECTURAL & ENG SERVICES | \$13,967.00          | \$13,000.00          | \$5,527.00         | \$11,715.00        | \$15,327.00        |
| OTHER PROFESSIONAL SERVICES  | \$7,193.00           | \$7,000.00           | \$6,040.00         | \$7,115.00         | \$6,118.00         |
| EQUIPMENT REPAIR & MAINT     | \$2,231.00           | \$2,171.00           | \$36,075.03        | \$0.00             | \$0.00             |
| UTILITIES                    | \$500.00             | \$543.00             | \$0.00             | \$0.00             | \$0.00             |
| EQUIPMENT RENTAL             | \$0.00               | \$0.00               | \$0.00             | \$0.00             | \$0.00             |
| LANDSCAPING SERVICES         | \$20,550.00          | \$20,000.00          | \$8,100.00         | \$5,400.00         | \$11,108.00        |
| OTHER CONTRACTUAL SERVICES   | \$0.00               | \$0.00               | \$0.00             | \$0.00             | \$0.00             |
| OTHER EQUIPMENT              | \$20,000.00          | \$20,000.00          | \$0.00             | \$0.00             | \$16,920.00        |
| TFR TO GENERAL FUND          | \$14,900.00          | \$14,501.00          | \$14,501.00        | \$14,011.00        | \$13,669.00        |
| <b>Total</b>                 | <b>\$80,457.00</b>   | <b>\$78,301.00</b>   | <b>\$70,284.32</b> | <b>\$38,241.00</b> | <b>\$64,161.00</b> |
| City Dues (each)             | \$32,398.40          |                      |                    |                    |                    |
| Estimated FY24 UIUC          | \$15,660.20          |                      |                    |                    |                    |
| Reimbursement Received FY25  |                      |                      |                    |                    |                    |
| Estimated FY25 UIUC          | \$16,091.40          |                      |                    |                    |                    |
| Reimbursement Received FY26  |                      |                      |                    |                    |                    |

# FUND STATEMENT

## 322 - CUSWDS FUND

|                                | FY21<br>Actual | FY22<br>Actual  | FY23<br>Actual | FY23<br>Budget | FY23<br>Estimate | FY24<br>Adopted |
|--------------------------------|----------------|-----------------|----------------|----------------|------------------|-----------------|
| <b>REVENUE</b>                 |                |                 |                |                |                  |                 |
| 41 - INTERGOV. REVENUES        | 6,435          | 9,972           | 67,048         | 67,044         | 67,044           | 71,277          |
| 44 - CHARGES FOR SERVICE       | 198,000        | -               | -              | -              | -                | -               |
| 45 - INVESTMENT INCOME         | -              | 92              | 3,558          | 2,500          | 2,500            | -               |
|                                | <u>204,435</u> | <u>10,064</u>   | <u>70,607</u>  | <u>69,544</u>  | <u>69,544</u>    | <u>71,277</u>   |
| <b>EXPENSE</b>                 |                |                 |                |                |                  |                 |
| 51 - MATERIALS & SUPPLIES      | 34             | 68              | -              | -              | -                | 1,086           |
| 52 - CONTRACTUAL SERVCS        | 30,122         | 32,553          | 24,230         | 53,044         | 53,044           | 42,714          |
| 53 - CAPITAL OUTLAY            | 6,368          | 16,920          | -              | -              | -                | 20,000          |
| 59 - INTERFUND & TFR OUT       | 13,335         | 13,669          | 14,011         | 14,011         | 14,011           | 14,501          |
|                                | <u>49,859</u>  | <u>63,210</u>   | <u>38,241</u>  | <u>67,055</u>  | <u>67,055</u>    | <u>78,301</u>   |
| <b>Net Revenue / (Expense)</b> | <b>154,575</b> | <b>(53,146)</b> | <b>32,366</b>  | <b>2,489</b>   | <b>2,489</b>     | <b>(7,024)</b>  |

|                        |         |         |
|------------------------|---------|---------|
| Beginning Fund Balance | 101,429 | 103,918 |
| Ending Fund Balance    | 103,918 | 96,894  |

Beginning in FY2021, the Champaign-Urbana Solid Waste Disposal System (CUSWDS) budget is included as a separate fund in the City's budget.

# FUND STATEMENT

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| <b>REVENUE</b>                 |                |                 |                |                |                  |                 |
| 41 - INTERGOV. REVENUES        | 6,435          | 9,972           | 67,048         | 67,044         | 67,044           | 71,277          |
| 44 - CHARGES FOR SERVICE       | 198,000        | -               | -              | -              | -                | -               |
| 45 - INVESTMENT INCOME         | -              | 92              | 3,558          | 2,500          | 2,500            | -               |
|                                | <u>204,435</u> | <u>10,064</u>   | <u>70,607</u>  | <u>69,544</u>  | <u>69,544</u>    | <u>71,277</u>   |
| <b>EXPENSE</b>                 |                |                 |                |                |                  |                 |
| 51 - MATERIALS & SUPPLIES      | 34             | 68              | -              | -              | -                | 1,086           |
| 52 - CONTRACTUAL SERVCS        | 30,122         | 32,553          | 24,230         | 53,044         | 53,044           | 42,714          |
| 53 - CAPITAL OUTLAY            | 6,368          | 16,920          | -              | -              | -                | 20,000          |
| 59 - INTERFUND & TFR OUT       | 13,335         | 13,669          | 14,011         | 14,011         | 14,011           | 14,501          |
|                                | <u>49,859</u>  | <u>63,210</u>   | <u>38,241</u>  | <u>67,055</u>  | <u>67,055</u>    | <u>78,301</u>   |
| <b>Net Revenue / (Expense)</b> | <b>154,575</b> | <b>(53,146)</b> | <b>32,366</b>  | <b>2,489</b>   | <b>2,489</b>     | <b>(7,024)</b>  |

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Beginning in FY2021, the Champaign-Urbana Solid Waste Disposal System (CUSWDS) budget is included as a separate fund in the City's budget.



|   | FY21<br>Actual | FY22<br>Actual | FY23<br>Actual | FY23<br>Budget | FY23<br>Estimate | FY24<br>Adopted |
|---|----------------|----------------|----------------|----------------|------------------|-----------------|
| <b>EXPENSE</b>                                |                |                |                |                |                  |                 |
| <b><u>32240453 - CUSWDS</u></b>               |                |                |                |                |                  |                 |
| <b>51 - MATERIALS &amp; SUPPLIES</b>          |                |                |                |                |                  |                 |
| 32240453-51900   OTHER SUPPLIES               | 34             | 68             | -              | -              | -                | 1,086           |
|   | <u>34</u>      | <u>68</u>      | :              | :              | :                | <u>1,086</u>    |
| <b>52 - CONTRACTUAL SERVCs</b>                |                |                |                |                |                  |                 |
| 32240453-52106   ARCHITECTURAL & ENG SERVICES | 17,448         | 15,328         | 11,715         | 11,746         | 11,546           | 13,000          |
| 32240453-52199   OTHER PROFESSIONAL SERVICES  | 5,793          | 6,118          | 7,115          | 8,389          | 8,389            | 7,000           |
| 32240453-52202   EQUIPMENT REPAIR & MAINT     | 673            | -              | -              | 2,098          | 2,098            | 2,171           |
| 32240453-52600   UTILITIES                    | -              | -              | -              | 325            | 525              | 543             |
| 32240453-52906   LANDSCAPING SERVICES         | 6,208          | 11,108         | 5,400          | 30,486         | 30,486           | 20,000          |
|   | <u>30,122</u>  | <u>32,553</u>  | <u>24,230</u>  | <u>53,044</u>  | <u>53,044</u>    | <u>42,714</u>   |
| <b>53 - CAPITAL OUTLAY</b>                    |                |                |                |                |                  |                 |
| 32240453-53440   OTHER EQUIPMENT              | 6,368          | 16,920         | -              | -              | -                | 20,000          |
|   | <u>6,368</u>   | <u>16,920</u>  | :              | :              | :                | <u>20,000</u>   |
| <b>59 - INTERFUND &amp; TFR OUT</b>           |                |                |                |                |                  |                 |
| 32240453-59100   TFR TO GENERAL FUND          | 13,335         | 13,669         | 14,011         | 14,011         | 14,011           | 14,501          |
|   | <u>13,335</u>  | <u>13,669</u>  | <u>14,011</u>  | <u>14,011</u>  | <u>14,011</u>    | <u>14,501</u>   |
| <b>32240453 - CUSWDS TOTAL</b>                | <b>49,859</b>  | <b>63,210</b>  | <b>38,241</b>  | <b>67,055</b>  | <b>67,055</b>    | <b>78,301</b>   |

Champaign - Urbana Solid Waste Disposal System

RESOLUTION # 2024-01

**A Resolution Approving the Annual Budget for the 2025 Fiscal Year**

BE IT RESOLVED BY BOARD OF THE CHAMPAIGN-URBANA SOLID WASTE DISPOSAL SYSTEM, as follows:

Section 1. That the Annual Budget for the 2025 Fiscal Year from July 1, 2024 to June 30, 2025 for the Champaign - Urbana Solid Waste Disposal System, a copy of which is attached hereto and made a part hereof, be and is hereby approved.

Section 2. That the Co-Directors be directed to submit a copy of said annual budget to the City of Urbana for incorporation in the City’s annual budget as a special fund.

PASSED: March 4, 2024

APPROVED: \_\_\_\_\_  
Carol Mitten  
CUSWDS Co-Chairperson

\_\_\_\_\_  
Dorothy David  
CUSWDS Co-Chairperson