

DESCRIPTION

The North Shore Water Reclamation District is a municipal corporation that was organized in 1914 under the North Shore Sanitary District Act of 1911. Under this Act, the District has been charged with the responsibility of providing sewage treatment and disposal for a service area which generally is bounded by the Wisconsin border on the north, Lake-Cook Road on the south, Lake Michigan on the east, and the I-94 toll road on the west. Communities served include Bannockburn, Beach Park, Green Oaks, Gurnee, Highland Park, Highwood, Lake Bluff, Lake Forest, North Chicago, Park City, Waukegan, Winthrop Harbor, and Zion, as well as Great Lakes, Fort Sheridan, and certain other unincorporated areas.

Coinciding with its 100th Anniversary, the North Shore Sanitary District changed its corporate name to the North Shore Water Reclamation District in 2014 to emphasize its dedication to the beneficial reuse of our water resources.

An elected Board of Trustees consisting of five members governs the District. It is a separate and distinct public corporation, not part of any other governmental agency, with full powers to levy taxes and to enact necessary ordinances, rules, and regulations pertaining to sewage treatment matters within its borders.

FACILITIES

The District owns and operates more than 125 miles of intercepting sewers and 10 raw pumping stations that collect and convey wastewater from local sewer systems to District water reclamation facilities in Gurnee, Waukegan, and Highland Park. These facilities separate and treat liquid and solid wastes, sending the purified water to the receiving streams. Solid wastes are transported to the Zion Biosolids Recycling Facility for further processing for beneficial reuse.

The District support facilities include the Administration Building in Gurnee, which houses the Board Room and offices for management, administrative, engineering, and laboratory personnel. The building also houses the District Laboratory which conducts chemical and biological analyses necessary to monitor plant functions, industrial discharges, and to identify and study the causes and effects of any chemical spills into the system.

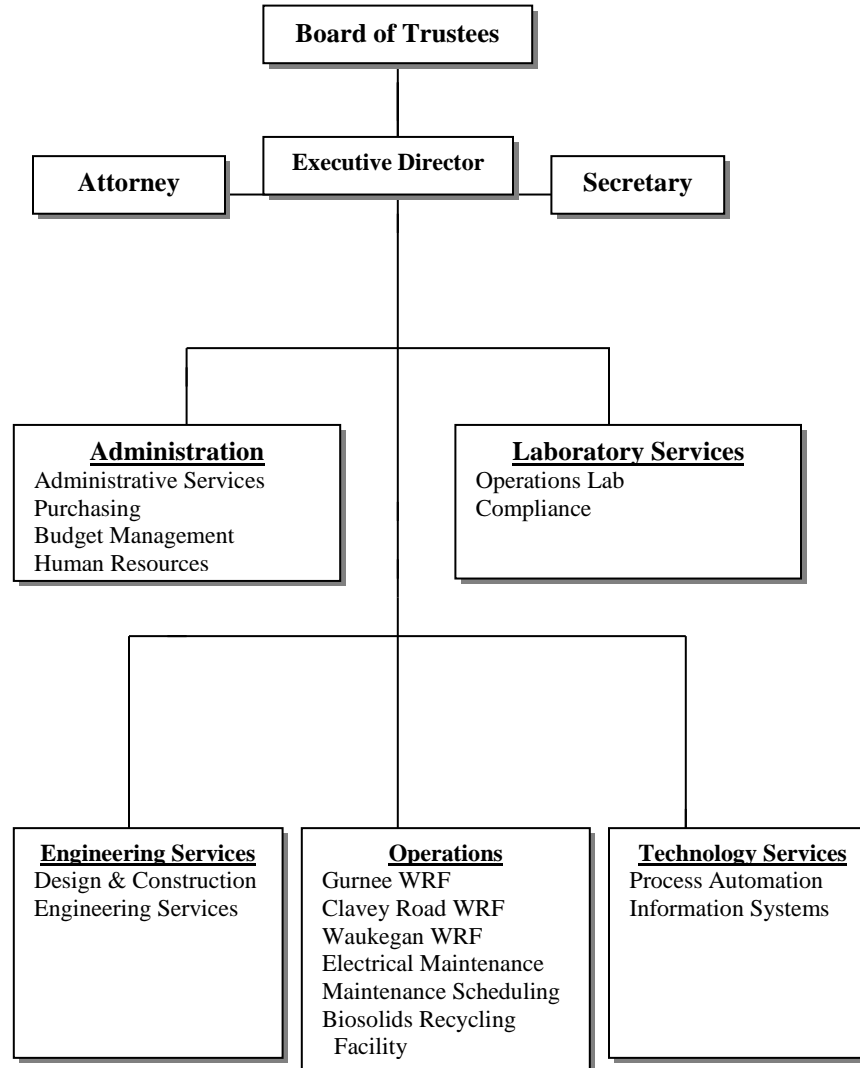
BUDGET

The District's total appropriations for Fiscal Year 2021 (May 1, 2020 through April 30, 2021) are \$45,579,182. Approximately 63% is for daily operations and maintenance and 37% for capital development.

EMPLOYEES

The District has 99 equivalent full-time employees.

ORGANIZATIONAL CHART



PROCEDURE FOR REQUESTING PUBLIC INFORMATION

The North Shore Water Reclamation District administers requests for records and information in compliance with the Illinois Freedom of Information Act. Commonly requested information is available at the District's website: www.northshorewrld.org. Information that may be accessed at the website includes the following:

- Facilities Planning Area Map
- Trustee Wards Map
- Board Meeting Dates, Agendas and Minutes
- Notices to Bidders
- Frequently Asked Questions
- Summer Credit Program Information
- Landlord Information
- Payment Information
- Awards
- Applications for Sewer Permits and Water Credits
- Annexation Information and Forms
- Industrial Waste Information and Forms
- User Charge, Sewer and Fee Ordinances

Other requests for public records may be directed in writing to:

North Shore Water Reclamation District FOIA Officer
P.O. Box 750, 14770 W. Wm. Koepsel Drive,
Gurnee, IL 60031
foia@northshorewrld.org
Fax (847) 623-3205

Individuals requesting public records under the Freedom of Information Act are encouraged to describe their requests in as much detail as possible, including the date range of the records being sought. A convenient submittal form is available on the District's website.

FEES

The Illinois Freedom of Information Act provides that the public body shall waive its fees for complying with the Act under certain circumstances. The North Shore Water Reclamation District shall comply with the fee waiver provisions of the Act but reserves its right to charge fees to the maximum extent allowed by law.

**CATEGORIES OF PUBLIC RECORDS
MAINTAINED BY DEPARTMENT**

Administration

Annual Financial Report	Purchase Orders
Budget	Bids
Capital Improvement Plan	Vendor Lists
Fixed Asset Records	Vouchers
Investments	Invoices
Bond Records	Checks
General Financial Records	Accounts Receivable
Inventories	

Secretary

Board Agendas and Minutes	Labor Agreements
Ordinances	Leases
Resolutions	

Engineering

Sewer Permits	Construction Records
Annexations and Easements	Design & Construction Contracts
Engineering Studies	Plans and Specifications
Grant Records	Maps and Charts

Laboratory

Laboratory Test Data from:	Quality Control Data
Water Reclamation Facilities	Illinois EPA Reports
District Landfill	Special Program Reports
Biosolids Recycling Facility	Variances
Receiving Streams	Calibration Data Reports
Industrial Waste	Industrial Discharge Permits

Operations

Operating Logs	Fuel Reports
NPDES Reports	EPA Inspection Reports
Work Order Records	Vehicle Records
Preventive Maintenance Records	

Requests for information about District operations and activities are welcomed. Some of the records listed above, however, contain information that cannot be disclosed under state or federal law. These laws exist to protect personal privacy, to prevent persons from using public records for commercial gain or profit, and to prevent disruption or harm to the District's day-to-day operations and service to the community.

**OFFICIALS OF THE
NORTH SHORE WATER RECLAMATION DISTRICT**

Board of Trustees

President	Preston P. Carter	Ward 1
Vice President	Stephen J. Drew	Ward 2
Treasurer	B. Sugar Young	Ward 3
Trustee	Thomas E. Swarthout	Ward 4
Trustee	Rhoda A. Pierce	Ward 5

Officers Appointed by the Board of Trustees

Executive Director	Dave Miller
Attorney	Gregory Jackson
Secretary	Mary Jo Bryant
Dep. Treasurer & FOIA Officer	Dave Miller

Board meetings are typically held the second Wednesday of every month in the Board Room located at the Administration Building, Gurnee. All meetings are open to the public. An annual schedule of all meeting dates and times is available on the website or by request.

NORTH SHORE WATER RECLAMATION DISTRICT

P.O. Box 750
14770 W. William Koepsel Drive
Gurnee, IL 60031
Business Hours 8:00 a.m. to 4:30 p.m., Monday through Friday
Telephone (847) 623-6060
TDD (847) 623-6091
Fax (847) 623-3205
www.northshorewrd.org



Protecting Lake Michigan & Our Waterways.

**North Shore Water
Reclamation District**

Mission Statement

The North Shore Water Reclamation District is dedicated to the beneficial reuse of our water resources while protecting Lake Michigan, local waterways, and our environment through sustainable and fiscally responsible wastewater reclamation practices at our state-of-the-art treatment facilities.