

WARRENVILLE FIRE PROTECTION DISTRICT
AGENDA FOR TRUSTEE BOARD MEETING
January 17, 2024
5:00 PM
3S472 Batavia Road, Warrenville, IL 60555

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE AGENDA

5. PUBLIC COMMENTS

6. ROUTINE BUSINESS

- a) Approval of Minutes (12/20)
 - 1. Approve the release of closed session minutes from semiannual review
 - 2. Approve the destruction of all closed session recordings from June 2022 and prior
- b) Financial Reports
- c) Approval of Bills
- d) Other Finance
- e) Closed Session
 - 1. Semiannual review of closed session minutes
 - 2. Personnel
 - 3. Collective negotiating matters

7. COMMUNICATIONS

- a) Fire Chief's Report
- b) Trustees
 - a) Firefighters' Appreciation
 - b) Attorney
 - c) Logistics Report
 - d) Training Report
 - e) EMS Report
 - f) Apparatus Report
 - g) Fire Bureau Report
 - h) Personnel
 - i. Discuss performance evaluation process for Fire Chief

8. UNFINISHED BUSINESS

- a) Discussion and possible action on capital cost reimbursement

9. NEW BUSINESS

- a) Approve appointment of OMA officer
- b) Approve appointment of FOIA officer
- c) Discussion and possible action on contract renewal for IT services not to exceed \$26,115
- d) Discussion and possible action on jurisdiction of Fire Protection District boundary in the area of Naperville Road between Warrenville Road and Butterfield Road

10. ADJOURN

**WARRENVILLE FIRE PROTECTION DISTRICT
3S472 Batavia Road, Warrenville, IL 60555**

**Minutes of Trustee Meeting
December 20, 2023**

CALL TO ORDER

President Perkins called the meeting to order at 1700 hours.

PLEDGE OF ALLEGIANCE

The meeting started with the pledge of allegiance to the flag.

ROLL CALL

Present for the meeting were President Kate Perkins, Secretary Joe Rogers, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, Fire Chief Andy Dina, Assistant Chief Jamie Clark, Assistant Chief Joe Levy (left at 1715 hours, returned at 1750 hours), Financial Analyst Amber Nadeau (left at 1736 hours, returned at 1750 hours), and Administrative Assistant Jenna Reavy (left at 1736 hours, returned at 1750 hours).

Guests were Fire Marshal Carl Voda (left at 1724 hours, returned at 1750 hours) and Shawn Hagemeyer (left at 1715 hours).

Guests present for the awards presentation were Ryan Sulzen, Kathy Sulzen, Doug Sulzen, Brock Herion, Amy Herion, Erik Kramer, Megan Lyons, Steven Spiegelman, Andrew Seitz, Adolf Seitz, Brian Hartell, Heidi Bolger, Colten Unzicker, Nathan Lacheta, and Robert Balocca. All guests for the awards presentation left at 1715 hours.

APPROVAL OF AGENDA

A motion was made by Trustee Thompson, seconded by Trustee Pertell, to approve the agenda with the presentation of Fire Chiefs Citizen Awards moved after public comments.

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

NEW BUSINESS

Chief Dina presented nine Fire Chiefs Citizen Awards for citizens who provided lifesaving efforts that resulted in a life being saved.

APPROVAL OF MINUTES

A motion was made by Trustee Pertell, seconded by Trustee Carstens, to approve the regular minutes of the regular meeting on November 15, 2023.

5 AYES MOTION CARRIED

A motion was made by Trustee Pertell, seconded by Trustee Thompson, to approve the closed session minutes of the regular meeting on November 15, 2023.

5 AYES MOTION CARRIED

FINANCIAL REPORTS

Chief Dina presented the financial reports. The “Total Cash” from the Summary of Cash report is equal to the “Ending Cash Balance” on the Cash Activity Report. The Cash Activity Report included a beginning cash balance of \$7,183,849.51 and an ending cash balance of \$6,983,512.77 as recorded in the November 2023 financial reports.

Chief Dina noted the November ambulance revenues were \$133,713.01. The Fire Recovery revenue was \$1,746.00. The Fire Bureau revenue was \$6,736.60.

Chief Dina said the District received the IPRF Safety Grant in the amount of \$20,171.00, which can be used after January 1.

President Perkins noted that the bank account balance for the Foreign Fire Tax is accumulating. Chief Dina said there are new board members that are working on spending the money. They have purchased canopy tent, speakers, microphone, food smoker, and MDT computers and mounts for some of the vehicles. They are also planning to purchase some SCBA cylinders.

Chief Dina said the IPRF worker’s compensation audit was completed and the District received the reimbursement check for the premium difference. It was originally about \$19,000.00, but Financial Analyst Nadeau found calculation errors. The total reimbursement was \$24,216.00.

A motion was made by Trustee Thompson, seconded by Trustee Pertell, to accept the monthly accounting reports as presented.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Rogers – AYE
Thompson – AYE
MOTION CARRIED

APPROVAL OF BILLS

None.

OTHER FINANCE

None.

CLOSED SESSION

At 1724 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to go into closed session to discuss personnel matters and collective negotiating matters in accordance with 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(2).

5 AYES MOTION CARRIED

Guests left during the closed session.
Closed session ended at 1749 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 175 calls for service in the month of November 2023, which included 112 EMS calls and 63 fire and rescue calls.

Chief Dina reported there were no significant incidents in Warrenville for November 2023. There were three mutual aid calls, including a structure fire in Wheaton, structure fire in Naperville, and structure fire in West Chicago.

MABAS Division 16 purchased emergency plugs (2) for each agency. These plugs are used to disable electric vehicles that have been involved in accidents.

The District completed open enrollment for members who receive health, dental, vision, and life insurance benefits.

Financial Analyst Nadeau successfully completed her 13-week Executive Support Personnel Program through IFSAP.

Chief Dina was appointed as Chair of the DuPage County Emergency Telephone System Board Policy Advisory Committee.

The District received an IPRF grant in the amount of \$20,171.00, which will be payable after January 1. This will be used for a safety related purchase.

The District received an IPRF workers compensation refund of \$24,216.00.

Chief Dina and Financial Analyst Nadeau will be looking into the Illinois Fund as an avenue for investing our funds.

Financial Analyst Nadeau has worked with Lauterbach & Amen to reduce the cost of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting from \$2,000.00 to \$1,500.00.

Warrenville Medic 12 provided EMS standby at St. James Farm for a North Central College Cross Country event.

Warrenville fire crews attended the Veterans Day recognition services at the Warrenville Veterans Memorial.

The District held a Naperville Kiwanis Club lunch and learn event for over 30 senior citizens.

Crews decorated the Warrenville Fire Christmas tree for Warrenville Park District's Holly Days event.

TRUSTEES

Trustee Thompson said he and Fire Commissioner McIntyre are continuing to work on employee incentives and retention. He will present more information at the January meeting.

FIREFIGHTERS' APPRECIATION

Administrative Assistant Reavy said invites will go out January and RSVP is due February.

ATTORNEY

None.

LOGISTICS

Assistant Chief Levy presented the Logistics Report. Mr. Handyman was at the station today to complete some of the projects.

TRAINING

Assistant Chief Levy presented the Training Report. There were 783 training hours completed in November. FF/PM Eddie Clark is cleared to work as a paramedic in the system.

EMS

Assistant Chief Levy presented the EMS Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report.

FIRE BUREAU

Fire Marshal Voda presented the Fire Bureau Report. He thanked Financial Analyst Nadeau and Administrative Assistant Reavy for their hard work to setup the electronic credit card payment option for the fire bureau fees. Customer payments have been much timelier.

PERSONNEL

Chief Dina said the test for full-time firefighter/paramedic was completed on December 9th. There were 9 people signed up, but only 6 took the test. FF/PM Eddie Clark is on the current list and has an interview tomorrow. Chief Dina expects FF/PM Rory Tosto to be at the top of the new list. There are a total of three positions to fill.

UNFINISHED BUSINESS

Chief Dina provided an update in regards to the capital cost reimbursement. He continues to have discussions with the school districts. They are unwilling to sign the agreement. Chief Dina is working on researching the costs from the last TIF lawsuit. It was discussed that paying legal fees might be worth it to receive the money. Chief Dina will also get information from the attorney. More details will be brought to a future meeting. Chief Dina will assemble the vehicle committee to start working on the specifications of the vehicle.

NEW BUSINESS

Chief Dina presented information about intersection improvements on IL 56 that are going to be completed by the Illinois Department of Transportation (IDOT). The District is responsible for the emergency vehicle pre-emption system located at the intersection of. The attorney has reviewed and approved the IGA with IDOT.

A motion was made by Trustee Thompson, seconded by Trustee Rogers, to approve the intergovernmental agreement with the Illinois Department of Transportation regarding the improvement of IL 56 from IL 59 to York Road known as contract #62N32.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Rogers – AYE
Thompson – AYE
MOTION CARRIED

President Perkins noted that the annual meeting schedule was approved last month. After further consideration, the Board discussed moving the June 2024 meeting due to the holiday.

A motion was made by Trustee Pertell, seconded by Trustee Thompson, to change the date for the Trustee meeting in June 2024 to Tuesday, June 18, 2024.

5 AYES MOTION CARRIED

ADJOURNMENT

At 1838 hours, a motion was made by Trustee Thompson, seconded by Trustee Carstens, to adjourn the meeting.

5 AYES MOTION CARRIED

Present at the end of the meeting were President Kate Perkins, Secretary Joe Rogers, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, Fire Chief Andy Dina, Assistant Chief Jamie Clark, Assistant Chief Joe Levy, Financial Analyst Amber Nadeau, and Administrative Assistant Jenna Reavy.

Guests present at the end was Fire Marshal Carl Voda.

The meeting adjourned at 1838 hours.

President

Secretary

Warrenville Fire Protection District
Cash Activity
Dec 2023

Beginning Cash Balance		6,983,512.77
Revenues:		
Receipts from the Monthly Receipts report	153,284.06	
PAYA Write Off	-	
Interest Income and Gain (Loss) on 5/3 Investment account	5,739.81	
Interest Income 5/3 Money Market account	7,383.92	
Foreign Fire Revenues	-	
Total Revenues		166,407.79
Expenses:		
Vendor checks from the Check Register report	(206,279.67)	
Payroll disbursements and fees from the Precision payroll reports	(223,079.22)	
Auto Disbursements	(50,919.28)	
Foreign Fire Disbursements	(3,636.20)	
Foreign Fire Disbursements Paid on 5/3 Credit Card and reimbursed to District	3,636.20	
Bank fee 5/3 Checking Account	-	
Bank fee 5/3 Investment Account	(155.09)	
Bank fee Hinsdale Lockbox Account	-	
Bank fee Money Market	-	
Credit Card Service Fee	(209.55)	
Paramedic Billing Fee	(6,059.32)	
Total Expenses		<u>(486,702.13)</u>
Ending Cash Balance		<u><u>6,663,218.43</u></u>
Bank Account Balances at month end:		
* Fifth-Third Checking		1,883,617.18
Fifth-Third Money Market		4,205,660.55
Fifth-Third Trust Investment		471,788.06
Fifth-Third Lockbox Checking		-
Hinsdale Bank and Trust Co Lockbox		-
Fifth Third Foreign Fire Tax		102,152.64
		<u><u>6,663,218.43</u></u>

* Note: The Fifth-Third Checking account balance displayed represents the general ledger balance not the bank balance. There are reconciling items such as outstanding checks and deposits in transit at month end.

Warrenville Fire Protection District
Summary of Cash
December 31, 2023

ASSETS

Corporate Fund

Fifth-Third Checking Pooled	\$	1,546,160.71	
Fifth-Third Money Market		3,090,190.78	
Fifth-Third Pooled Trust Inves		566,464.46	
Fifth-Third Pooled Trust MTMkt		(94,676.40)	
		5,108,139.55	
Total Corporate Fund			5,108,139.55

Audit Fund

Fifth-Third Checking Pooled		4,047.87	
		4,047.87	
Total Audit Fund			4,047.87

Liability Insurance Fund

Fifth-Third Checking Pooled		38,646.18	
		38,646.18	
Total Liability Insurance Fund			38,646.18

Workers Compensation Fund

Fifth-Third Checking Pooled		151,906.13	
		151,906.13	
Total Workers Compensation Fund			151,906.13

Foreign Fire Fund

Fifth-Third Foreign Fire Tax		102,152.64	
		102,152.64	
Total Foreign Fire Fund			102,152.64

Capital Projects Fund

Fifth-Third Pooled Checking		142,856.29	
Fifth-Third Money Market		1,115,469.77	
		1,258,326.06	
Total Capital Projects Fund			1,258,326.06

Total Cash	\$	6,663,218.43	
		6,663,218.43	

Warrenville Fire Protection District
Account Reconciliation
As of Dec 31, 2023
01-00-1000-00 - Fifth-Third Pooled Checking
Bank Statement Date: December 31, 2023

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		2,318,921.04
Add: Cash Receipts		41,547.66
Less: Cash Disbursements		(257,198.95)
Add (Less) Other		<u>(219,652.57)</u>
Ending GL Balance		<u>1,883,617.18</u>
Ending Bank Balance		1,891,523.58
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Dec 11, 2023 11200	(840.00)
	Dec 21, 2023 11202	(1,065.67)
	Dec 21, 2023 11203	(35.00)
	Dec 21, 2023 11205	(1,925.95)
	Dec 28, 2023 11207	(265.83)
	Dec 28, 2023 11208	(572.45)
	Dec 28, 2023 11209	<u>(3,201.50)</u>
Total outstanding checks		(7,906.40)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>1,883,617.18</u></u>

Warrenville Fire Protection District
Monthly Receipts
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transactio	Line Description	Debit Amnt	Credit Am
12/8/23	10-00-4000-00	12082023	Property Tax-Corporate		27,014.20
	30-00-4000-00		Property Tax-Audit		97.22
	40-00-4000-00		Property Tax-Liability Insur		334.18
	50-00-4000-00		Property Tax-Work Comp		1,731.68
	10-00-4050-00		Property Tax - Corp Emer&Rescu		4,259.32
	01-00-1000-00		DuPage County Treasurer	33,436.60	
12/11/2	10-00-1290-00	DPVQ6MQ	Invoice: FP23-49		525.00
	01-00-1000-00		DND Fire Protection, Inc.	525.00	
12/21/2	10-00-4300-00	2644	Public Education Donations - Donation from resident		100.00
	01-00-1000-00		Lund, Vivian	100.00	
12/21/2	10-00-4350-00	53211	Fire Recovery - Corp		568.32
	01-00-1000-00		Fire Recovery USA LLC	568.32	
12/21/2	10-00-4100-00	AC4921976	Replacement Tax-Corporate		3,950.72
	01-00-1000-00		Illinois State Comptroller/Treasuer Off	3,950.72	
12/21/2	10-00-1290-00	1044	Invoice: FP23-37		1,232.00
	01-00-1000-00		JCHAVEZ ELECTRIC	1,232.00	
12/31/2	10-00-4310-00	12312023	Amb Billing Fund 10		7,794.34
	10-01-6115-00		Paramedic Bill Fee Fund 10	6,059.32	
	01-00-1000-00		Amb Deposits Fund 10	1,735.02	
12/31/2	10-00-4310-00	12312023-1	Amb Billing Fund 10		105,677.08
	10-00-1031-00		Amb Deposits Fund 10	105,677.08	
				153,284.06	153,284.06

Warrenville Fire Protection District
Aged Receivables
As of Dec 31, 2023

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Summary Format.

Customer Bill To Contact	0-30	31-60	61-90	Over 90 days	Amount Due
American Back Flow & Fire Prote	220.00				220.00
DND Fire Protection, Inc.	525.00				525.00
Ridge Construction & Plumbing			192.50		192.50
	745.00		192.50		937.50

**Warrenville Fire Protection District
FMB-Plan Review Cash Receipts
December 2023**

Date Paid	Invoice Number	Customer Name	Amount Paid
12/11/2023	FP23-49	DND Fire Protection Inc	525.00
12/21/2023	FP23-37	JCHAVEZ ELECTRIC	1,232.00
		Total FMB cash received	<u>\$ 1,757.00</u>
		Fees charged on payments not received	<u>-</u>
		Total current month revenue in account 10-00-4250-20	<u><u>\$ 1,757.00</u></u>

Warrenville Fire Protection District Check Register For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Check Numbers from 10000 to 13000. Report order is by Check Number.

Payee	Check	Amount	Account ID	Account Description
Ace Hardware - Warrenville	11193	2,280.10	10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
DuPage County Fire Chief's	11194	120.00	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Illinois Public Risk Fund	11195	14,774.00	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Konica Minolta Premier Fina	11196	316.50	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
The Locker Shop	11197	3,283.00	10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
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			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Sikich, LLP - Accounting	11198	1,566.50	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
IL Health & Family - Emerg.	11199	173,168.05	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Voegtler's Lawn Service, Inc.	11200	840.00	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Air One Equipment, Inc.	11201	1,312.00	10-00-2000-00	Accounts Payable
			10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
ComEd	11202	1,065.67	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Jobgen, Miles	11203	35.00	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Nicor Gas	11204	821.12	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Pomp's Tire Service, Inc.	11205	1,925.95	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
TV Video & Appliance Repa	11206	732.00	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
Konica Minolta Premier Fina	11207	265.83	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking
PROMOS 911	11208	572.45	10-00-2000-00	Accounts Payable
			01-00-1000-00	Fifth-Third Pooled Checking

Warrenville Fire Protection District
Check Register
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Check Numbers from 10000 to 13000. Report order is by Check Number.

Payee	Check	Amount	Account ID	Account Description
Sikich, LLP - Accounting	11209	3,201.50	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	206,279.67		

Warrenville Fire Protection District
Check Register
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Check Numbers from 170 to 800. Report order is by Check Number.

Payee	Check	Amount	Account ID	Account Description
Aflac	670	749.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	671	25,860.39	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	672	680.03	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Guardian Dental Plan	673	1,079.83	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IMRF - IL Municipal Retirem	674	1,732.36	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Fifth Third Bank - Procurem	675	20,817.21	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	50,919.28		

Warrenville Fire Protection District
Purchase Journal
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor Name. Repo

Name	Date	Account ID	Account Description	Line Description	Debit	Credit
Ace Hardware - Warrenville	12/1/23	55-01-5150-00	Foreign Fire Tax	Grill and accessories for Foreign Fire	2,263.85	
Ace Hardware - Warrenville	12/1/23	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		2,263.85
Ace Hardware - Warrenville	12/1/23	10-01-6500-00	Maintenance Buildings-Stat 1	Key copy	2.69	
Ace Hardware - Warrenville	12/1/23	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		2.69
Ace Hardware - Warrenville	12/1/23	10-01-6500-00	Maintenance Buildings-Stat 1	Holiday lights	13.56	
Ace Hardware - Warrenville	12/1/23	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		13.56
Aflac	12/1/23	10-00-2160-00	Insurance - Aflac Payable	Accident insurance for November	749.46	
Aflac	12/1/23	10-00-2000-00	Accounts Payable	Aflac		749.46
Air One Equipment, Inc.	12/12/23	10-01-6160-00	Hose and Appliances	Fire hose	616.00	
Air One Equipment, Inc.	12/12/23	10-00-2000-00	Accounts Payable	Air One Equipment, Inc.		616.00
Air One Equipment, Inc.	12/12/23	10-01-6160-00	Hose and Appliances	Fire hose	696.00	
Air One Equipment, Inc.	12/12/23	10-00-2000-00	Accounts Payable	Air One Equipment, Inc.		696.00
Blue Cross Blue Shield of Illinois	12/1/23	10-01-5200-00	Insurance-Health	Health insurance for December	25,860.39	
Blue Cross Blue Shield of Illinois	12/1/23	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		25,860.39
Blue Cross Blue Shield of Illinois	12/1/23	10-01-5200-05	Insurance-Vision	Vision insurance for December	208.58	
Blue Cross Blue Shield of Illinois	12/1/23	10-01-5200-20	Insurance-Life	Life insurance for December	471.45	
Blue Cross Blue Shield of Illinois	12/1/23	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		680.03
ComEd	12/11/23	10-01-6800-00	Utilities-Electric	Electricity services for 11/08-12/11	1,065.67	
ComEd	12/11/23	10-00-2000-00	Accounts Payable	ComEd		1,065.67
DuPage County Fire Chief's Association	12/1/23	10-01-6010-00	Dues	Annual memberships for Dina, Levy & Clark	120.00	
DuPage County Fire Chief's Association	12/1/23	10-00-2000-00	Accounts Payable	DuPage County Fire Chief's Association		120.00
Guardian Dental Plan	12/1/23	10-01-5200-10	Insurance-Dental	Dental insurance for December	1,079.83	
Guardian Dental Plan	12/1/23	10-00-2000-00	Accounts Payable	Guardian Dental Plan		1,079.83
IL Health & Family - Emerg. Transport	12/1/23	10-01-6060-00	GEMT 50% Payment Expens	GEMT 50% payment expense for 2022 Q3 and Q4	66,458.70	
IL Health & Family - Emerg. Transport	12/1/23	10-01-6060-00	GEMT 50% Payment Expens	GEMT 50% payment expense for 2023 Q1 and Q2	106,709.35	
IL Health & Family - Emerg. Transport	12/1/23	10-00-2000-00	Accounts Payable	IL Health & Family - Emerg. Transport		173,168.05
Illinois Public Risk Fund	12/1/23	50-00-5400-00	Worker's Compensation Exp	Workers comp insurance for December	14,774.00	
Illinois Public Risk Fund	12/1/23	10-00-2000-00	Accounts Payable	Illinois Public Risk Fund		14,774.00
IMRF - IL Municipal Retirement Fund	12/1/23	10-00-2163-00	IMRF Payable - Employee	Employee pension contributions for December	554.46	
IMRF - IL Municipal Retirement Fund	12/1/23	10-01-5200-27	IMRF District Contribution	Employer pension contributions for December	1,177.90	
IMRF - IL Municipal Retirement Fund	12/1/23	10-00-2000-00	Accounts Payable	IMRF - IL Municipal Retirement Fund		1,732.36
Jobgen, Miles	12/21/23	10-01-6710-00	Fire Prevention Bureau	Refund fee for knox box removal	35.00	
Jobgen, Miles	12/21/23	10-00-2000-00	Accounts Payable	Jobgen, Miles		35.00
Konica Minolta Premier Finance	12/1/23	10-01-7100-00	Office Supplies	Copier lease and usage for 11/12-12/12	316.50	
Konica Minolta Premier Finance	12/1/23	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		316.50
Konica Minolta Premier Finance	12/19/23	10-01-7100-00	Office Supplies	Copier lease and usage for 12/12-01/12	265.83	
Konica Minolta Premier Finance	12/19/23	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		265.83
Nicor Gas	12/6/23	10-01-6800-10	Utilities-Gas	Gas utility for 11/06-12/06	821.12	
Nicor Gas	12/6/23	10-00-2000-00	Accounts Payable	Nicor Gas		821.12
Pomp's Tire Service, Inc.	12/12/23	10-01-6520-03	Maint App - 2009 E5026 (E1	Replace 2 tires for E	1,925.95	
Pomp's Tire Service, Inc.	12/12/23	10-00-2000-00	Accounts Payable	Pomp's Tire Service, Inc.		1,925.95
PROMOS 911	12/28/23	55-01-5150-00	Foreign Fire Tax	Event canopy tent for Foreign Fire	572.45	
PROMOS 911	12/28/23	10-00-2000-00	Accounts Payable	PROMOS 911		572.45

Warrenville Fire Protection District
Purchase Journal
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by Vendor Name. Repo

Name	Date	Account ID	Account Description	Line Description	Debit	Credit
Sikich, LLP - Accounting	12/1/23	10-01-6000-00	Accounting-Sikich	Accounting services for October	1,566.50	
Sikich, LLP - Accounting	12/1/23	10-00-2000-00	Accounts Payable	Sikich, LLP - Accounting		1,566.50
Sikich, LLP - Accounting	12/22/23	10-01-6000-00	Accounting-Sikich	Accounting services for November	3,201.50	
Sikich, LLP - Accounting	12/22/23	10-00-2000-00	Accounts Payable	Sikich, LLP - Accounting		3,201.50
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Vaughn	168.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		168.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Batjargal	135.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		135.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for LaForge	112.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		112.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Levy	104.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		104.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for P. Banaszek	212.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		212.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Schrage	212.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		212.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for E. Johnson	212.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		212.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Voda	107.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		107.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Schrage	270.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		270.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Voda	24.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		24.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for N. Tosto	45.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		45.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Landers	349.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		349.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Slates	71.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		71.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Schaul	93.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		93.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Stump	333.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		333.00
The Locker Shop	12/1/23	10-01-7220-00	Uniforms-Employees	Uniform for Gloodt	836.00	
The Locker Shop	12/1/23	10-00-2000-00	Accounts Payable	The Locker Shop		836.00
TV Video & Appliance Repair	12/15/23	10-01-6500-00	Maintenance Buildings-Stat 1	Service call to repair oven ignition	732.00	
TV Video & Appliance Repair	12/15/23	10-00-2000-00	Accounts Payable	TV Video & Appliance Repair		732.00
Voegtle's Lawn Service, Inc.	12/5/23	10-01-6500-00	Maintenance Buildings-Stat 1	Landscaping services for May-Sept	840.00	
Voegtle's Lawn Service, Inc.	12/5/23	10-00-2000-00	Accounts Payable	Voegtle's Lawn Service, Inc.		840.00
					236,381.74	236,381.74

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
For the Period From Dec 1, 2023 to Dec 31, 2023

Filter Criteria includes: 1) Vendor IDs: Fifth Third Pro Card; 2) Includes Drop Shipments. Report order is by Date. Report is printed in Detail Format.

Name	Date	Account ID	Account Description	Line Description	Trans Amount
Fifth Third Bank - Pro	12/1/23	10-01-7300-00	Medical Supplies	Bound Tree Medical - Vacuum splint set	729.99
		10-01-7300-00	Medical Supplies	Amazon - Disposable face masks	44.44
		10-01-7100-00	Office Supplies	Amazon - Memory card reader adapter	9.59
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Scoop stretcher	2,359.98
		10-01-7100-00	Office Supplies	UPS - Send equipment for repair	29.20
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Medical supplies	70.51
		10-01-7220-00	Uniforms-Employees	Amazon - Uniform items for N. Tosto	8.99
		10-01-7300-00	Medical Supplies	Amazon - Exam gloves	279.96
		10-01-6500-00	Maintenance Buildings-Stat 1	Menards - Softener salt	69.90
		10-01-7100-00	Office Supplies	USPS - Postage	9.65
		10-01-6500-00	Maintenance Buildings-Stat 1	Amazon - Holiday lights	43.88
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Medical supplies	45.16
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Suction canisters	98.32
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Sanitizing wipes	121.89
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Medical supplies	367.29
		10-01-6600-00	IT Hardware	Amazon - Phone belt clip	16.39
		10-01-6520-02	Maint App - 2004 E8372 (E12)	Interstate Power Systems - Pump test and repairs for E12	1,715.08
		10-01-6520-24	Maint App - 2020 E1976 (E11)	Interstate Power Systems - Oil change for E11	410.18
		10-01-6520-24	Maint App - 2020 E1976 (E11)	Interstate Power Systems - Repairs for E11	1,397.82
		10-01-6745-00	Public Education	Edward Health Training- CPR class cards	18.50
		10-01-7100-00	Office Supplies	Amazon - Binder	11.89
		10-01-6700-50	Training - Fire Commissioners	IFPCA - Conference for Gornik	550.00
		10-01-6500-00	Maintenance Buildings-Stat 1	Amazon - Insect trap	18.99
		10-01-7100-00	Office Supplies	Amazon - Report covers	9.89
		10-01-6700-00	Training-Seminars/Lecture	Metro Fire Chiefs Association - Luncheon for 10 people	570.00
		10-01-7100-00	Office Supplies	Amazon - Inspector supplies	11.57
		10-01-7100-00	Office Supplies	USPS - Postage	8.50
		10-01-7100-00	Office Supplies	Amazon - Binders	26.29
		10-01-6600-00	IT Hardware	Amazon - Phone charger	9.90
		10-01-6600-00	IT Hardware	Amazon - Phone case	30.79
		10-01-7100-00	Office Supplies	Amazon - Donation collection boxes	158.64
		10-01-7100-00	Office Supplies	USPS - Postage	8.50
		10-01-6600-00	IT Hardware	ProClip - Phone mount	90.30
		10-01-6010-00	Dues	IFPCA - Annual membership	400.00
		10-01-7100-00	Office Supplies	Amazon - Admin batteries	7.49
		10-01-7100-00	Office Supplies	Amazon - Cardstock and certificates	33.98
		55-01-5150-00	Foreign Fire Tax	Amazon - Portable speaker for Foreign Fire	799.90
		10-01-6600-05	IT Computer Software	Zoom - Video conference fee for November	15.99
		10-01-7220-90	Uniforms-Other	Fireground Supply - Helmet shields	302.95
		10-01-6810-00	Telephone-Land Line	AT&T - Internet service for 10/07-11/06	497.15
		10-01-6600-05	IT Computer Software	Deneb Corporation - Email hosting fee for November	701.04
		10-01-6810-00	Telephone-Land Line	AT&T - Station phone service for 10/07-11/06	745.79
		10-01-7220-90	Uniforms-Other	Fireground Supply - Badges and helmet shields	982.59
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	34.25
		10-01-6520-03	Maint App - 2009 E5026 (E13)	Kammes Auto Repair - E13 state test	45.00
		10-01-7010-00	Operating Supplies	Family Pride - Laundry service lease for November	50.00
		10-01-6040-00	Legal	Daily Herald - Publish tax levy hearing	50.60
		10-01-6770-00	Client Relations Expense	Shamrock Garden - Sympathy flowers for Dina	72.95

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
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Name	Date	Account ID	Account Description	Line Description	Trans Amount
		10-01-7300-00	Medical Supplies	Zoll Medical - Medical supplies	103.32
		10-01-6840-00	Cable	Comcast - Cable TV service for 10/15-11/14	61.31
		10-01-7220-00	Uniforms-Employees	Air One Equipment - Uniform item for Stump	17.50
		10-01-6830-00	Alarm Expense	Alarm Detection Systems - Quarterly service for Dec-Feb	819.48
		10-01-6010-00	Dues	IAFPD - Annual membership	750.00
		10-01-7100-00	Office Supplies	Amazon - Copy paper	78.20
		10-01-6600-05	IT Computer Software	Sage - Financial software annual renewal	1,536.00
		10-01-6010-00	Dues	IAAI - Annual membership for McBride	273.00
		10-01-6810-10	Telephone-Cell Phones	AT&T - Monthly fee	12.36
		10-01-6810-10	Telephone-Cell Phones	AT&T - FirstNet mobile phone for 09/26-10/25	470.19
		10-01-6500-00	Maintenance Buildings-Stat 1	Amazon - Station towels	45.96
		10-01-7010-00	Operating Supplies	Carquest - Diesel exhaust fluid	89.65
		10-01-6500-00	Maintenance Buildings-Stat 1	Amazon - Station towels	141.57
		10-01-7300-00	Medical Supplies	Zoll Medical - AED battery	146.25
		10-01-6600-05	IT Computer Software	Splashtop - Annual remote desktop software for 2 people	198.00
		10-01-6700-48	Career Training	University of IL - Instructor 1 course for Reavy & Wiedmyer	700.00
		10-01-6810-10	Telephone-Cell Phones	Verizon - Wireless router service for 11/07-12/06	385.60
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	591.66
		10-01-6040-00	Legal	Ottosen - Legal services for October	305.50
		10-00-2000-00	Accounts Payable	Fifth Third Bank - Procurement Card	-20,817.21
					-20,817.21

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Corporate Fund</u>						
<u>Revenues</u>						
10-00-4000-00	Property Tax Revenue	\$ 27,014.20	\$ 3,124,016.45	\$ 3,121,515.00	(2,501.45)	(0.08)
10-00-4010-00	Property Tax Revenue - Pension	4,571.43	528,651.40	537,804.00	9,152.60	1.70
10-00-4050-00	PropTax Rev - Emer&Rescue Fund	4,259.32	492,563.09	492,168.00	(395.09)	(0.08)
10-00-4100-00	State Replacement Tax Revenue	3,950.72	51,035.78	65,000.00	13,964.22	21.48
10-00-4250-10	FMB-Public Education	0.00	2,957.03	0.00	(2,957.03)	0.00
10-00-4250-20	FMB-Plan Review	1,757.00	22,879.32	20,000.00	(2,879.32)	(14.40)
10-00-4300-00	Public Education Donations	100.00	600.00	0.00	(600.00)	0.00
10-00-4310-00	Ambulance Service Fees	113,471.42	823,692.25	950,000.00	126,307.75	13.30
10-00-4350-00	Fire Recovery	568.32	8,488.77	16,000.00	7,511.23	46.95
10-00-4400-00	Reimbursements	0.00	8,000.00	15,000.00	7,000.00	46.67
10-00-4500-00	Grant Revenue	0.00	8,092.00	14,000.00	5,908.00	42.20
10-00-4700-00	Other Income	0.00	4,101.48	2,500.00	(1,601.48)	(64.06)
10-00-4800-00	Interest Income	6,479.61	30,437.15	13,000.00	(17,437.15)	(134.13)
10-00-4801-00	Unrealized Gain/Loss on Invest	5,716.46	6,991.00	0.00	(6,991.00)	0.00
10-00-4802-00	Gain/Loss on Sale of Invest.	0.00	(3,922.45)	0.00	3,922.45	0.00
	Total Revenues	167,888.48	5,108,583.27	5,246,987.00	138,403.73	2.64
<u>Expenses</u>						
<u>Personal Services</u>						
10-01-5000-00	Payroll-Full Time Firefighters	142,161.76	1,146,376.11	1,850,000.00	703,623.89	38.03
10-01-5005-00	Payroll-Part Time Firefighters	18,700.50	173,893.50	565,000.00	391,106.50	69.22
10-01-5010-00	Payroll-Office & Staff	8,767.62	63,832.06	131,200.00	67,367.94	51.35
10-01-5015-00	Payroll-Part Time Supervisory	2,170.00	17,360.00	28,100.00	10,740.00	38.22
10-01-5020-00	Overtime	6,099.81	102,552.41	100,000.00	(2,552.41)	(2.55)
10-01-5022-00	Payroll-Special-Rate	455.46	4,350.35	10,000.00	5,649.65	56.50
10-01-5025-00	Payroll-Holiday Pay	31,120.38	36,925.37	58,000.00	21,074.63	36.34
10-01-5030-00	Payroll-Fireman POC	9,280.00	55,035.00	150,000.00	94,965.00	63.31
10-01-5080-00	Trustee Compensation	1,406.25	11,062.50	16,875.00	5,812.50	34.44
10-01-5090-00	Fire Commissioner Compensation	166.66	1,333.28	3,000.00	1,666.72	55.56
10-01-5100-00	Payroll Taxes	6,095.68	46,826.54	116,000.00	69,173.46	59.63
10-01-5200-00	Insurance-Health	23,451.17	171,225.90	324,000.00	152,774.10	47.15
10-01-5200-05	Insurance-Vision	208.58	1,526.49	2,200.00	673.51	30.61
10-01-5200-10	Insurance-Dental	1,079.83	8,123.28	11,750.00	3,626.72	30.87
10-01-5200-20	Insurance-Life	471.45	3,548.22	5,250.00	1,701.78	32.41
10-01-5200-25	VEBA	0.00	0.00	35,000.00	35,000.00	100.00
10-01-5200-26	457 District Contribution	0.00	600.00	2,400.00	1,800.00	75.00
10-01-5200-27	IMRF District Contribution	1,177.90	9,728.07	18,420.00	8,691.93	47.19

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
10-01-5300-00	Health & Wellness	0.00	10,936.00	32,000.00	21,064.00	65.83
10-01-5500-00	Pension Contribution	4,571.43	528,651.40	536,900.00	8,248.60	1.54
	Total Personal Services	257,384.48	2,393,886.48	3,996,095.00	1,602,208.52	40.09
<u>Contractual Services</u>						
10-01-6000-00	Accounting-Sikich	4,768.00	23,524.00	35,000.00	11,476.00	32.79
10-01-6010-00	Dues	1,543.00	4,109.00	4,700.00	591.00	12.57
10-01-6020-00	Firefighters Appreciation Fund	0.00	2,000.00	10,000.00	8,000.00	80.00
10-01-6030-00	General Insurance	0.00	100.00	2,550.00	2,450.00	96.08
10-01-6040-00	Legal	356.10	17,448.75	33,000.00	15,551.25	47.13
10-01-6045-00	Payroll Service Fee	354.69	2,793.45	5,600.00	2,806.55	50.12
10-01-6060-00	GEMT 50% Payment Expense	173,168.05	173,168.05	140,000.00	(33,168.05)	(23.69)
10-01-6110-00	DuComm Dispatch	0.00	62,856.34	82,500.00	19,643.66	23.81
10-01-6115-00	Ambulance Billing Fees	6,059.32	36,445.56	42,750.00	6,304.44	14.75
10-01-6120-00	Haz-Mat Equipment	0.00	2,488.73	5,000.00	2,511.27	50.23
10-01-6130-00	Dive/Water Rescue	0.00	335.00	12,000.00	11,665.00	97.21
10-01-6140-00	Technical Rescue Equipment	0.00	0.00	2,500.00	2,500.00	100.00
10-01-6145-00	TEMS - (SWAT)	0.00	0.00	2,000.00	2,000.00	100.00
10-01-6150-00	SCBA Maintenance and Parts	0.00	441.60	15,000.00	14,558.40	97.06
10-01-6160-00	Hose and Appliances	1,312.00	3,098.00	6,000.00	2,902.00	48.37
10-01-6170-00	GIS Maintenance	0.00	269.00	2,200.00	1,931.00	87.77
10-01-6180-00	Credit Card Processing Fees	209.55	633.31	800.00	166.69	20.84
10-01-6200-00	Comm/Radio Equipment	0.00	0.00	17,000.00	17,000.00	100.00
10-01-6500-00	Maintenance Buildings-Stat 1	1,908.55	25,182.12	35,000.00	9,817.88	28.05
10-01-6510-00	Maintenance-Equipment	0.00	645.97	2,500.00	1,854.03	74.16
10-01-6520-00	Maintenance-Apparatus	0.00	4.49	65,000.00	64,995.51	99.99
10-01-6520-02	Maint App - 2004 E8372 (E12)	1,715.08	1,856.93	0.00	(1,856.93)	0.00
10-01-6520-03	Maint App - 2009 E5026 (E13)	1,970.95	10,285.69	0.00	(10,285.69)	0.00
10-01-6520-04	Maint App - 1998 Ladder (T11)	0.00	1,659.50	0.00	(1,659.50)	0.00
10-01-6520-05	Maint App - 1993 Ford (V12)	0.00	45.00	0.00	(45.00)	0.00
10-01-6520-08	Maint App - 2012 M0215 (M12)	0.00	5,701.65	0.00	(5,701.65)	0.00
10-01-6520-09	Maint App - 2019 Ford (C11)	0.00	1,306.85	0.00	(1,306.85)	0.00
10-01-6520-10	Maint App - 2016 Ford (A11)	0.00	2,717.76	0.00	(2,717.76)	0.00
10-01-6520-11	Maint App - 2015 Ford (U11)	0.00	89.84	0.00	(89.84)	0.00
10-01-6520-12	Maint App - 2005 Ford (G11)	0.00	661.24	0.00	(661.24)	0.00
10-01-6520-13	Maint App - 2021 Ford (I11)	0.00	24.18	0.00	(24.18)	0.00
10-01-6520-18	Maint App - 2017 Ford (B11)	0.00	987.79	0.00	(987.79)	0.00
10-01-6520-20	Maint App - Antique Van	0.00	399.23	0.00	(399.23)	0.00
10-01-6520-23	Maint App - 2018 M3263 (M11)	0.00	1,647.83	0.00	(1,647.83)	0.00
10-01-6520-24	Maint App - 2020 E1976 (E11)	1,808.00	4,686.00	0.00	(4,686.00)	0.00
10-01-6530-00	Small Tools	0.00	143.97	4,000.00	3,856.03	96.40

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
10-01-6600-00	IT Hardware	147.38	824.87	12,000.00	11,175.13	93.13
10-01-6600-05	IT Computer Software	2,451.03	14,138.14	32,700.00	18,561.86	56.76
10-01-6600-10	IT Support Services	0.00	7,458.75	28,000.00	20,541.25	73.36
10-01-6700-00	Training-Seminars/Lecture	570.00	1,790.00	4,000.00	2,210.00	55.25
10-01-6700-05	Training-Certification Classes	0.00	13,039.00	25,000.00	11,961.00	47.84
10-01-6700-10	Training-Books/Manuals	0.00	506.81	2,000.00	1,493.19	74.66
10-01-6700-15	Training-Building Mat/Props	0.00	188.53	5,000.00	4,811.47	96.23
10-01-6700-20	Training-Audio Visual/Comp	0.00	0.00	3,000.00	3,000.00	100.00
10-01-6700-25	Training- Per Diem	0.00	1,003.00	3,500.00	2,497.00	71.34
10-01-6700-40	Training-Supplies	0.00	233.64	5,000.00	4,766.36	95.33
10-01-6700-48	Career Training	700.00	4,777.40	20,000.00	15,222.60	76.11
10-01-6700-50	Training - Fire Commissioners	550.00	3,854.62	4,300.00	445.38	10.36
10-01-6710-00	Fire Prevention Bureau	35.00	2,433.12	3,000.00	566.88	18.90
10-01-6730-00	Testing and Promotion	0.00	3,520.00	20,000.00	16,480.00	82.40
10-01-6745-00	Public Education	18.50	5,112.29	3,500.00	(1,612.29)	(46.07)
10-01-6750-00	Travel/Hotel Expense	0.00	2,740.64	6,000.00	3,259.36	54.32
10-01-6770-00	Client Relations Expense	72.95	1,482.93	4,000.00	2,517.07	62.93
10-01-6800-00	Utilities-Electric	1,065.67	8,481.85	12,000.00	3,518.15	29.32
10-01-6800-10	Utilities-Gas	821.12	2,920.49	12,000.00	9,079.51	75.66
10-01-6800-20	Utilities-Water	0.00	1,703.29	2,000.00	296.71	14.84
10-01-6810-00	Telephone-Land Line	1,242.94	7,377.14	15,000.00	7,622.86	50.82
10-01-6810-10	Telephone-Cell Phones	868.15	6,205.57	10,800.00	4,594.43	42.54
10-01-6830-00	Alarm Expense	819.48	2,941.68	4,000.00	1,058.32	26.46
10-01-6840-00	Cable	61.31	429.17	700.00	270.83	38.69
	Total Contractual Services	204,596.82	480,919.76	762,600.00	281,680.24	36.94

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Commodities</u>					
10-01-7000-00	0.00	13,527.96	32,000.00	18,472.04	57.73
10-01-7010-00	139.65	1,266.74	2,000.00	733.26	36.66
10-01-7100-00	985.72	5,360.14	8,000.00	2,639.86	33.00
10-01-7110-00	625.91	2,188.81	3,500.00	1,311.19	37.46
10-01-7200-00	0.00	15,438.06	40,000.00	24,561.94	61.40
10-01-7220-00	3,309.49	13,690.87	27,000.00	13,309.13	49.29
10-01-7220-90	1,285.54	5,093.31	6,000.00	906.69	15.11
10-01-7230-00	0.00	6,718.69	20,000.00	13,281.31	66.41
10-01-7300-00	4,367.11	11,408.69	55,000.00	43,591.31	79.26
	<u>10,713.42</u>	<u>74,693.27</u>	<u>193,500.00</u>	<u>118,806.73</u>	<u>61.40</u>
<u>Other</u>					
10-01-9000-00	155.09	1,223.08	0.00	(1,223.08)	0.00
10-01-9500-60	0.00	200,000.00	200,000.00	0.00	0.00
	<u>155.09</u>	<u>201,223.08</u>	<u>200,000.00</u>	<u>(1,223.08)</u>	<u>(0.61)</u>
	<u>472,849.81</u>	<u>3,150,722.59</u>	<u>5,152,195.00</u>	<u>2,001,472.41</u>	<u>38.85</u>
	<u>\$ (304,961.33)</u>	<u>\$ 1,957,860.68</u>	<u>\$ 94,792.00</u>	<u>(1,863,068.68)</u>	<u>(1,965.43)</u>

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Audit Fund</u>						
<u>Revenues</u>						
30-00-4000-00	Property Tax Revenue	\$ 97.22	\$ 11,242.51	\$ 11,233.00	(9.51)	(0.08)
	Total Revenues	97.22	11,242.51	11,233.00	(9.51)	(0.08)
<u>Expenses</u>						
30-00-6005-00	Audit Fees	0.00	11,110.00	11,233.00	123.00	1.09
	Total Personal Services	0.00	11,110.00	11,233.00	123.00	1.09
	Net Revenue over Expenses	\$ 97.22	\$ 132.51	\$ 0.00	(132.51)	0.00
<u>Liability Insurance Fund</u>						
<u>Revenues</u>						
40-00-4000-00	Property Tax Revenue	\$ 334.18	\$ 38,646.18	\$ 38,615.00	(31.18)	(0.08)
	Total Revenues	334.18	38,646.18	38,615.00	(31.18)	(0.08)
<u>Expenses</u>						
40-00-6035-00	Liability Insurance	0.00	0.00	38,615.00	38,615.00	100.00
	Total Personal Services	0.00	0.00	38,615.00	38,615.00	100.00
	Net Revenue over Expenses	\$ 334.18	\$ 38,646.18	\$ 0.00	(38,646.18)	0.00

Warrenville Fire Protection District
 Revenues and Expenses
 Compared with Budget
 For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Workers Compensation Fund</u>						
<u>Revenues</u>						
50-00-4000-00	Property Tax Revenue	\$ 1,731.68	\$ 200,257.47	\$ 200,097.00	(160.47)	(0.08)
	Total Revenues	<u>1,731.68</u>	<u>200,257.47</u>	<u>200,097.00</u>	<u>(160.47)</u>	<u>(0.08)</u>
<u>Expenses</u>						
50-00-5400-00	Worker's Compensation Expense	<u>14,774.00</u>	<u>93,970.00</u>	<u>200,097.00</u>	<u>106,127.00</u>	53.04
	Total Personal Services	<u>14,774.00</u>	<u>93,970.00</u>	<u>200,097.00</u>	<u>106,127.00</u>	53.04
	Net Revenue over Expenses	<u>\$ (13,042.32)</u>	<u>\$ 106,287.47</u>	<u>\$ 0.00</u>	<u>(106,287.47)</u>	0.00

Warrenville Fire Protection District
 Revenues and Expenses
 Compared with Budget
 For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Foreign Fire Fund</u>						
<u>Revenues</u>						
55-00-4150-00	Foreign Fire Tax Revenue	\$ 0.00	\$ 42,031.06	\$ 35,000.00	(7,031.06)	(20.09)
	Total Revenues	0.00	42,031.06	35,000.00	(7,031.06)	(20.09)
<u>Expenses</u>						
55-01-5150-00	Foreign Fire Tax	3,636.20	5,496.62	35,000.00	29,503.38	84.30
	Total Personal Services	3,636.20	5,496.62	35,000.00	29,503.38	84.30
	Net Revenue over Expenses	\$ (3,636.20)	\$ 36,534.44	\$ 0.00	(36,534.44)	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eight Months Ending December 31, 2023

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Capital Projects Fund</u>						
<u>Revenues</u>						
60-00-4800-00	Interest Income	\$ 1,958.44	\$ 8,912.31	\$ 3,000.00	(5,912.31)	(197.08)
60-00-4900-10	Transfers from Corp Fund	0.00	200,000.00	200,000.00	0.00	0.00
	Total Revenues	<u>1,958.44</u>	<u>208,912.31</u>	<u>203,000.00</u>	<u>(5,912.31)</u>	<u>(2.91)</u>
<u>Expenses</u>						
60-01-8010-00	Capital Outlay - Building	0.00	13,949.86	100,000.00	86,050.14	86.05
60-01-8015-00	Capital Outlay - Apparatus	0.00	130,713.03	131,000.00	286.97	0.22
60-01-8020-00	Capital Outlay - Operating Equ	0.00	56,320.01	70,000.00	13,679.99	19.54
	Total Expenses	<u>0.00</u>	<u>200,982.90</u>	<u>301,000.00</u>	<u>100,017.10</u>	<u>33.23</u>
	Net Revenue over Expenses	<u>\$ 1,958.44</u>	<u>\$ 7,929.41</u>	<u>\$ (98,000.00)</u>	<u>(105,929.41)</u>	<u>108.09</u>



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Joseph Rogers
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Jeff Carstens
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Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

WARRENVILLE FIRE PROTECTION DISTRICT

3S472 Batavia Road * Warrenville, IL 60555 * (630) 393-1381 * FAX (630) 393-4608

Fire Chief's Report to the Trustees Warrenville Fire Protection District December, 2023

With 150 calls for service in the month of December we finished the calendar year with 2,009 calls, making 2023 our busiest year on record with a 4.5% increase from the previous year. December reports indicated 112 Emergency Medical Service calls and 38 fire and rescue calls.

Specialty Team Call Outs/Significant Incidents

1. December 18th – Engine 11, Medic 11, and Battalion 11 responded to the vehicle vs school bus accident on Hoy Road. Warrenville companies assessed 35 patients. No one was injured as a result of this incident. School District 200 personnel arrived on scene to assist.
2. December 29th – Turner Ave. Roselle – Assistant 11 responded as part of the DuPage County Fire Investigation Task Force to assist with the investigation of a residential fire.

Other Items of Interest

1. We hope that everyone had an enjoyable and safe holiday season. I am happy to report that our community was able to “Keep the Wreath Red” during the month of December.
2. Chief Dina was installed as President of Metropolitan Fire Chiefs Association of Illinois at the luncheon held on December 7th.
3. Financial Analyst Amber Nadeau received her certificate of completion for the Executive Support Personnel Program at the Illinois Fire Service Administrative Professionals luncheon on December 15th.
4. Chief Dina attended a one day MABAS training at Fermilab particle physics and accelerator laboratory
5. We held candidate testing for the position of full time Firefighter/Paramedic.
6. The Warrenville Police Department along with the Illinois State Police held police officer training in our training room and apparatus bay.
7. Chiefs Dina and Levy attended a meeting with the Fire Prevention Bureau at Johnson School to assist in creating their severe weather sheltering plan.
8. We continue to meet weekly with Emergency Services Consulting International to complete our Strategic Plan.
9. We have been meeting with our Information Technology services provider to renew our current contract.
10. Warrenville crews assisted Operation North Pole in delivering Christmas gifts to a pediatric cancer patient in Warrenville.

Previous Month ▾ Dec 1, 2023 - Dec 31, 2023 ▾

25%

FIRE
Percentage of Total Incidents

75%

EMS
Percentage of Total Incidents

150

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	12/3/23	12/10/23	12/17/23	12/24/23	12/31/23	1/7/24	1/14/24	1/21/24	1/28/24	2/4/24	2/11/24	2/18/24	2/25/24	Total
(31) Medical assist					1									1
(32) Emergency medical service (EMS) incident	8	19	27	28	29									111
(41) Combustible/f.. spills & leaks					1									1
(51) Person in distress			2											2
(54) Animal problem or rescue					1									1
(55) Public service assistance				1	2									3
(61) Dispatched and canceled en route			1	1										2
(62) Wrong location, no emergency found		1	1	5										7
(65) Steam, other gas mistaken for smoke					2									2
(67) HazMat release investigation w/no HazMat	1													1
(71) Malicious, mischievous false alarm				2										2
(73) System or detector malfunction	1													1
(74) Unintentional system/detect... operation (no fire)	2	7	2	1	4									16
Total	12	27	33	38	40									150



Previous Month ▾

Dec 1, 2023 - Dec 31, 2023 ▾

00:54

MM:SS
Average Turnout Time



60%

Of Responses
Turnout Time < 01:00



145

Incidents
In Selected Time Slice



31

DAYS
In Selected Time Slice



00:00 00:05 00:10 00:15 00:20 00:25 00:30 00:35 00:40 00:45 00:50 00:55 01:00 01:05 01:10 01:15 01:20 01:25 ...

	Counts							Total
	00:00 - 00:29	00:30 - 00:59	01:00 - 01:29	01:30 - 01:59	02:00 - 02:59	03:00 - 04:59	05:00 - 09:59	
B11	6	4	3					13
E11	25	40	30	6	2			103
M11	32	36	22	13	8			111
M12	3	4	9	2	1	1	1	21
T11								
Total	66	84	64	21	11	1	1	248
Exceptions								44



WARRENVILLE FIRE PROTECTION DISTRICT

3S472 Batavia Road * Warrenville, IL 60555 * (630) 393-1381 * FAX (630) 393-4608

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Jeffrey Carstens
Trustee

Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

Logistics Officer's Report to the Trustees - December 2023

Station Maintenance:

- Pending Projects:
 - Blinds for south kitchen window – order approved
 - Plumbing – Duty crew south east shower – awaiting part arrival
 - Oven repair – top burner and knob broken
 - Plumbing – outside gas connection for generator – awaiting part arrival
- On Going Projects:
 - Door (East side, south door & windows) repair or replacement – awaiting contractor to schedule
- Completed Projects:
 - Kitchen door repaired
 - Oven repaired
 - Drywall for front area of shop ceiling
 - Insulation repair about drop ceiling in fire prevention area
 - Insulation repair above drop ceiling in northwest stairwell
 - Screen insulation on west side, north gable vents (above stairwell)
 - Hose tower second floor window ledge repair
 - Various plumbing repairs

Personal Protective Equipment & Other Assigned Gear:

Please note, logistics does not assist with SCBA equipment.

- Disposed
 - None
- Pending Repairs
 - None
- Repaired
 - None
- Ordered
 - None
- Other
 - None



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WARRENVILLE FIRE PROTECTION DISTRICT

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TRAINING DIVISION REPORT

“TRAIN LIKE YOUR LIFE DEPENDS ON IT, BECAUSE IT DOES!”

SUBMITTED BY: BILL ZABLER

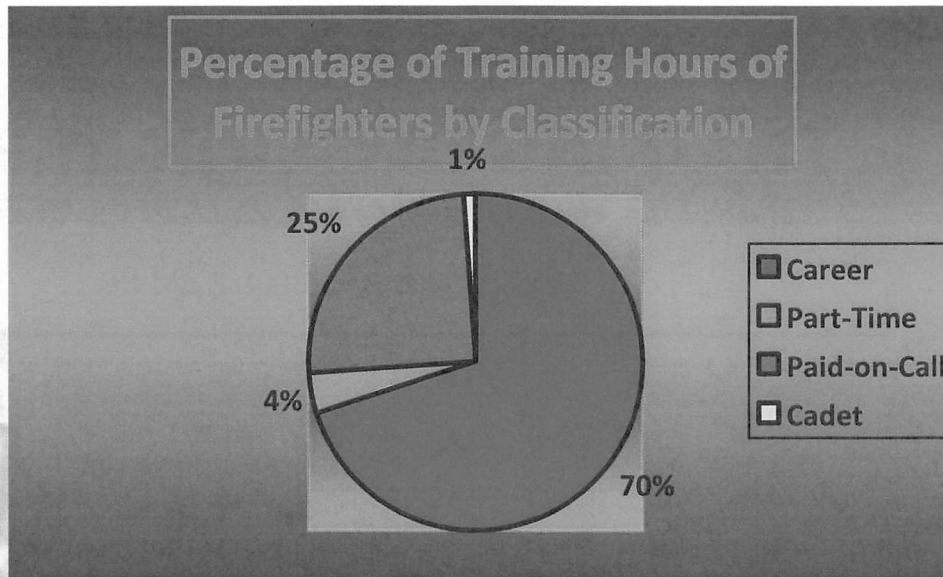
December 2023

The month of December was spending working the organization and its membership through mandatory hands-on and computer-based compliance training. The Cadets have been working Fire Behavior, Fire Extinguishers, and Firefighting Hand/Power Tools. Two new POC's graduated from College of DuPage Fire Academy and the remainder of new employee orientation is scheduled for January 8th-12th. Orientation is also being set-up to send two more new POC's to the Spring Academy at College of DuPage in late January. The training for the Paid-on-Call was working through the Mandatory Training of Respirator/SCBA Fit Testing, Consumption Drill, Gear Inspections/Washing of PPE, and Computer-based OSHA/IDOL Mandatories.

Notable Events:

- Nadia Slates completed Instructor I course, has to await years of service for certification.
- Joshua Ruiz & Joseph Bovio (*Cadet*) Graduated COD Fire Academy.
- Registration/Hotels opened for the Fire Department Instructor Conference (*FDIC*) in Indianapolis in April, 3 members have requested to attend.

District Training Data:



ISO Training Hours:

<u>Types of Hours</u>	<u>Quantity</u>	<u>Percentage</u>
Firefighter/Company/SCBA	364	43%
Driver/Operator	212	25%
Officer/Fire Prevention	82	10%
Hazardous Materials	124	15%
Special Operations	41	5%
Probationary	16	2%
Total	839	100%

Monthly Training Hour Leaders:

Career	<i>Andrew Kloska</i>	69
Paid-on-Call	<i>Mia Ingram</i>	47
Part-Time	<i>Chloe Schaul</i>	29

Total Training Hours by Month:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
955	719	907	846	861	841	655	678	745	1017	783	839	9846



WARRENVILLE FIRE DISTRICT EMS MONTHLY REPORT



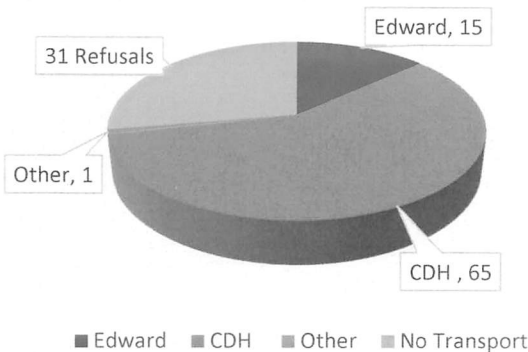
DECEMBER 2023

For the Month of December, the District ran a total of 112 EMS related calls.
 Of the 112 calls, 19 were 2nd ambulance request,
 1 mutual aid given and 3 mutual aid received.
 The District transported a total of 81 patients.
 For 2023 the District ran 1346 EMS related calls
 Averaging 112 per month, 448 per shift
 Or 3.68 EMS calls per day.

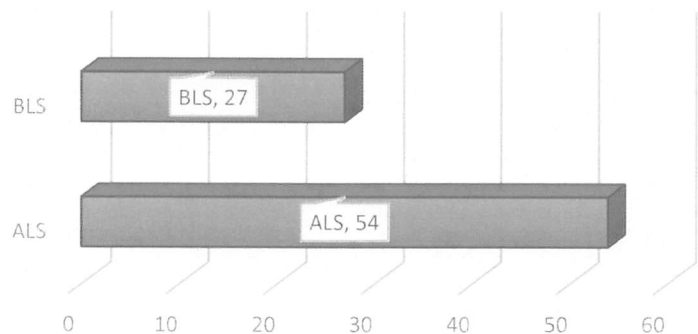
December's 2023 CE N/A

Field Data:

Trip Count by Destination



Trip Count by Outcome



Incident Totals by Month

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
104	102	113	98	108	118	137	110	119	112	113	112	1346



WARRENVILLE FIRE PROTECTION DISTRICT

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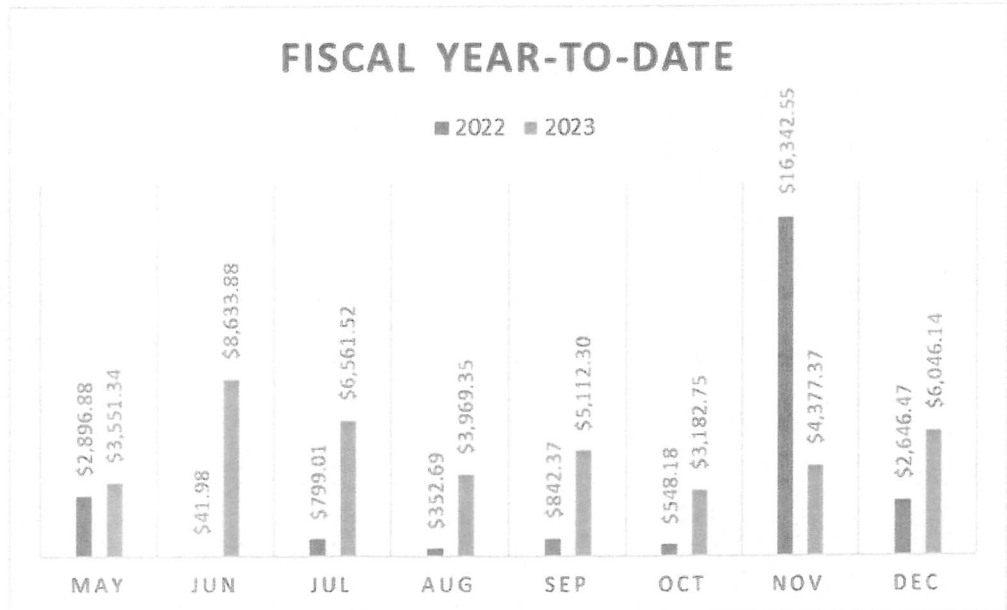
Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

December Apparatus Report

- 2009 E-One (E5026) – Replace Front Tires
- 1998 E-One (T11) – Replace Seat Belt Assembly, Safety Lane
- 2004 E-One (E8372) – Safety Lane
- 2018 Ford Ambulance (M3263) – Replace Cot Mattress, Safety Lane
- 2016 Ford Explorer (A11) – Repair Oil Leak (Rear Main Seal), Oil & Filter Change, Replace Motor and Transmission Mounts

2009 E-One (E5026)	\$ 1,925.95
1988 E-One (T11)	\$ 310.08
2004 E-One (8372)	\$ 45.00
2018 Ford Ambulance (M3263)	\$ 572.88
2016 Ford Explorer (A11)	\$ 3,192.23
Current Month Total	\$ 6,046.14
Fiscal Year-to-Date Total	\$ 41,434.65
Fiscal Year 23-24 Budget	\$ 65,000.00



Other Items of Interest

- 2012 Dodge Ambulance (M0215) – License Plate Sticker
- 1998 E-One (T11) – Kussmaul Charger
- 2016 Ford Explorer (A11) – Check Engine Light (Multiple Cylinder Misfire)



Fire Prevention Bureau Report December 2023

The Fire Prevention Bureau accomplished the following activities during the last month...

PUB EDUCATION EVENTS

	Station Tours
	Block Party / Birthday drive by
	Community Event (description)
	Breakfast/pizza with the firefighters and ride to school

COMMUNITY RISK REDUCTION

	Senior smoke detector installed
	Senior KNOX BOX installed
1	Senior Event S.A.L.T.
6	School Talks/Programs (Bower, Johnson, Hubble)
4	Preschool Talks
1	WYFS Quest Hot Shots
	CPR

FIRE BUREAU

	Plan Reviews
	Annual Inspections
27	Re-inspections
	School Inspections
7	Sprinkler hydrostatic test & above ceiling inspections
6	Fire Alarm Test (new, existing and repaired)
2	Final Occupancy permit issued
	KNOX BOX installed/keys acquired or replaced
	Fire Drills
	Fire works
3	Refer to Bureau
47	TCE Reports Reviewed
	New Businesses Inspected

Respectfully,

Carl Voda

Carl Voda
Fire Marshal



Your Success. Secured.

We have prepared a quote for you

Warrenville Fire Protection District - 2023 SSP
Complete Agreement

Quote # 220052 Version 1

Prepared for:

Warrenville Fire
Protection District

Prepared by:

Aaron Michalski



Your Success. Secured.

Signature Support Plan: Complete

Product Details	Recurring	Ext. Recurring
SSP Complete Per User Recurring	\$1,986.94	\$1,986.94
SSP Complete Per User Recurring		
SSP Complete Service Overview		
<ul style="list-style-type: none"> • Minimum Supported Users: 14. • Additional Supported Users: \$156/User Per Month. 		
Unlimited Service Desk - Per Supported User		
<ul style="list-style-type: none"> • Company provides unlimited remote support to all Client Supported Users, their Supported Devices and Supported Software. 		
Basic Network Management		
<ul style="list-style-type: none"> • Company provides basic management of Client's network equipment (e.g., firewalls, switches, wireless access points). 		
Premium Monitoring and Management - Base Package for Up to 10 Devices		
<ul style="list-style-type: none"> • Company's Premium Monitoring and Management service provides critical visibility and monitoring into Client's selected SNMP capable network devices such as firewalls, routers, switches, access points, hypervisors, storage, and UPS devices. • Please note that this service requires a server within the Client's environment for the deployment of Company's monitoring tool. • This service Includes monitoring of up to (10) devices with additional devices starting at \$20.00/month per device. 		
Managed Workstation - Per Supported User		
<ul style="list-style-type: none"> • Company's Managed Workstation service includes: <ul style="list-style-type: none"> ○ Basic monitoring & management. ○ Operating System and Office Suite patch management. ○ Third-party software updates/patching including Adobe Reader, Firefox, and Chrome. ○ Single click remote access capability for Company to provide remote assistance. ○ Inventory Reporting. 		



Your Success. Secured.

Signature Support Plan: Complete

Product Details	Recurring	Ext. Recurring
<p>Endpoint Detection & Response (EDR) - Per Supported User</p> <ul style="list-style-type: none"> ● Company's Endpoint Detection & Response ("EDR") solution improves Client's cybersecurity posture by preventing malware or suspicious activity on computers and servers (if applicable) and alerting Company's 24x7 security response team. The EDR solution provides static and behavioral artificial intelligence, memory, lateral movement, and script protection with automated threat remediation and rollback. In addition, the solution also includes: <ul style="list-style-type: none"> ○ 24x7 Security Operations Center ("SOC") management. ○ Updates to Incident Response Plan if one exists at the time of deployment. ○ Executive Insights Report + Host List Report provided upon request. <p>Training as a Service (TaaS) - Per Supported User</p> <ul style="list-style-type: none"> ● Company's Training as a Service ("TaaS") is an online self-service e-learning platform that provided Supported Users access to video-based Microsoft training content. <p>E-mail Security Service - Per Supported User</p> <ul style="list-style-type: none"> ● Company's E-mail Security Service is an all-in-one- email threat protection that includes: <ul style="list-style-type: none"> ○ Spam filtering. ○ E-mail Anti-Virus. ○ Mail-Bagging. ○ Smart Host. <p>Managed DNS/SSL Certificate</p> <ul style="list-style-type: none"> ● Company will document and provide basic administrative management (e.g., monitoring expiration dates, add/edit/delete DNS records, etc.) of Client's existing DNS and SSL certificates. ● Note: In order for Company to provide this service, Client would need to provide Company with administrative access to their DNS and SSL Certificate host information. 		



Your Success. Secured.

Signature Support Plan: Complete

Product Details	Recurring	Ext. Recurring
<p>Ntiva SaaS Alerts - Per Supported User</p> <ul style="list-style-type: none"> Company's SaaS Alerts is a security threat detection solution that provides visibility into the logged events that can adversely affect the stability of the Client's Microsoft Azure, Microsoft 365, and/or Google Workspace environment. The Ntiva SaaS Alerts solution utilizes machine learning pattern detection and monitors abnormal user account behaviors, unusual application usage, and potential data loss and leakage. The solution includes: <ul style="list-style-type: none"> Logging: Retention of up to one year of security event logging for the protected Microsoft 365 and or Google Workspace environment. Reporting: Comprehensive reporting available upon Client request that details Incident breakdown of the types of events observed in the Client's Microsoft 365 and/or Google Workspace environment, including, but not limited to: <ul style="list-style-type: none"> The top 10 failed login accounts. Accounts that have triggered the most alerts. Unapproved locations (e.g., foreign cities) where this solution has detected and prevented account login attempts. Externally shared file events. <p>Hardware and Software Procurement Service</p> <ul style="list-style-type: none"> Company provides hardware and software procurement service for Client. <p>Dedicated Account Manager</p> <ul style="list-style-type: none"> The Company Account Manager provides overall Client account management and is the primary point of contact from Company to address any questions about any aspect of the Client's service or relationship with Company (e.g., escalate an issue, discuss upcoming needs or challenges, ask any questions, or discuss any support service changes). The Company Account Manager has regularly scheduled meetings with Client to review service requests, monitor resolutions, and ensure ongoing Client satisfaction. <p>Recurring Strategy Session</p> <ul style="list-style-type: none"> A session (up to 2 hours) with Company technical team will occur at an interval defined by Company. This session will align technology initiatives with Client's organizational goals. Examples of Company deliverables from this engagement may include (but are not limited to) developing an IT budget, setting equipment standards and ensuring that the right technologies are being deployed and utilized to drive the Client organization forward. <p>Courtesy Discount</p> <ul style="list-style-type: none"> Ntiva monthly courtesy discount. 	<p>(\$791.08)</p>	<p>(\$791.08)</p>

Monthly Subtotal: **\$1,195.86**



Your Success. Secured.

Additional Services

Description	Recurring	Qty	Ext. Recurring
Premium Managed Server - Per Server <ul style="list-style-type: none">• Company Premium Managed Server Service Includes:<ul style="list-style-type: none">○ Advanced Monitoring & Management.○ Endpoint Detection and Response (EDR).○ Operating System patch management.○ Single click remote access tool.○ Inventory Reporting.	\$95.00	4	\$380.00
SkyDataVault DRaaS 90day retention Servers	\$150.00	4	\$600.00
	Monthly Subtotal:		\$980.00

Ntiva Service Agreement

This **NTIVA SERVICE AGREEMENT** (this "Agreement") by and between NTIVA, INC., ("Company") and Warrenville Fire Protection District ("Client") (each of Company and Client, a "Party" or together "Parties") is made as of 1/1/2024 (herein referred to as "Effective Date"). The Parties agree as set forth herein:

Company may provide a resource for Client onsite escalations, beyond the dedicated support hours, on an as needed basis, at the hourly rates indicated in this Agreement for the resource required. All or a portion of onsite escalation Client requests may be performed remotely as determined by the Company.

Unlimited Service Desk and Supported Devices

Unlimited Service Desk support is valid for all Supported Users, Email-Only Users, and Supported Devices under this Agreement. The Company's best practice is that Supported Devices have an active manufacturer warranty and the Company's remote monitoring and management tools installed. Further, operating system software must not be deemed "end of life or support", or similarly identified, by the manufacturer.

- "Supported Users" is defined as all users that are active employees or contractors of Client who:
 - Has devices that require Company's Managed Workstation and/or Premium Apple Support & Toolkit services.
 - Require services on behalf of the Client.
 - Are noted as an active user within Company's Client Management System.
- "Email-Only Users" is defined as all users that are active employees or contractors of Client who:
 - Require access related support for Client's Microsoft 365 or Google Workspace application(s).
 - Do not have devices that require Company's Managed Workstation and/or Premium Apple Support & Toolkit services.
 - Are noted as an active user within Company's Client Management System.
- "Supported Devices" include managed laptops, desktops, servers, VM, Hypervisor, Backup Servers and Tablets that meet the Company best practice requirements defined in this section.

Unlimited Service Desk is subject to the following Exclusions:

- Changes to environment that require an onsite presence.
- Break/Fix that requires an onsite presence.
- Consumables such as printer maintenance kits, toner, ink, batteries etc.
- Remediation beyond break fix that requires a redesign of a solution already in place.
- Projects (as defined below).

Supported Software

All software supported by Company are required to be genuine, business-grade licensed and supported by the software vendor. Any Client specified LOB (line-of-business) applications (e.g., Microsoft 365, Google Workspace, etc.) that Company is contracted to support must have an active support agreement from the vendor, where Company is listed as an authorized contact for support. Please note that the Company's ability to support Client specified LOB is limited to basic administrative functions (e.g., add/remove/edit user accounts).

Projects

Projects will be performed after a proposal is provided by Company (the "Statement of Work") and is approved by Client. Projects are defined as Company services that require more than 8 hours of effort or require a project manager. Examples of a project may include (and are not limited to) new server or hardware deployment, migrations of services (cloud or on-premise), or an office move.

Ntiva Service Agreement Terms and Conditions

1. Hourly and Monthly Services; Compensation; Expenses.

1.1. Each month, Client shall receive an invoice for the Monthly Service Fee (the "Agreement Invoice"). Client shall pay the Agreement Invoice by the invoice due date. Client's first Agreement Invoice for the Signature Support Plan ("SSP") and Additional Services Monthly Service Fee may be prorated, and Client shall be invoiced for the number of days during the month Client utilized Service Desk support from the Start Date after onboarding. User and Device counts for invoicing are based on Contacts and Devices identified in ConnectWise Systems at the time invoicing is produced by Company.

1.2. If, during any calendar month during the Term, Client is provided services beyond the measurement included in the SSP or Additional Services (the "Overages"), Client shall receive invoices for each such overage inclusive of a credit for amounts covered under the Agreement. Charges will be based at the rates noted. Such charges are billed in arrears based on prior month's utilization of such services (ex. Onsite Support & Escalations).

1.3. In addition to the Agreement Invoice, Client shall reimburse Company for all costs and expenses incurred by Company in performing its obligations under this Agreement during the preceding calendar month, which may include but are not limited to Sales Tax and Shipping Charges.

1.4. For any Excluded Services that do not have associated rates specified, Company shall prepare a quote and/or Statement of Work which sets forth the specifications for such work to be provided by Company including, without limitation, all deliverables, ongoing modifications to the Agreement. Company shall have no obligation to execute, act on, or meet the commitments defined within a quote or Statement of Work until it is executed by both Parties. All Statements of Work shall be governed by the General Terms which shall be incorporated by reference.

2. Term; Termination.

2.1. Terms

SSP and Additional Services Term: Unless otherwise terminated in accordance with the terms of this Agreement, the SSP and Additional Services will be effective from the Effective Date until the date which is 24 months after Client receives its first full non-prorated invoice of such Monthly Subtotals (the "Initial Term"). The Agreement will automatically renew thereafter for successive 12-month terms (the "Successive Term") unless one Party gives Notice of non-renewal to the other Party at least 60 days prior to the end of the then-current Initial Term or Successive Term.

Some Additional Services may be onboarded on varying dates that are different to the Effective Date of this Agreement. Initial, or Successive Terms, for such Additional Services may not co-terminate with other services under this Agreement. Client shall be obligated to continue paying for such Additional Services until each Term expires, even if Notice of Termination has been provided to Company.

2.2. Termination: The Parties may terminate this Agreement as follows:

- (a) By the Parties' mutual written consent;
- (b) By Company, immediately upon Notice to Client, if Client fails to pay any amount when due pursuant to this Agreement;
- (c) By either Party (such Party, the "Terminating Party"), immediately upon Notice to the other Party ("Terminated Party"), if:
 - 1. The Terminated Party commits a material breach of this Agreement (other than failure to pay an amount due pursuant to this Agreement) which is not cured within 21 Business Days after Notice from the Terminating Party to the Terminated Party of the breach;
 - 2. Any receiver, trustee, custodian, or similar official is appointed with respect to the Terminated Party or any of the Terminated Party's property or assets;
 - 3. The Terminated Party conveys any of its assets to a trustee, mortgagee, or liquidating agent;

4. The Terminated Party assigns any of its assets for the benefit of creditors; or
5. Any proceeding is commenced by or against the Terminated Party which arises under any law of any jurisdiction relating to bankruptcy, insolvency, arrangement, or the adjustment of indebtedness.

(d) By Client, immediately upon Notice to Company that is accompanied by payment, of all outstanding current and past due amounts due to Company. In addition, Client and Company agree that an estimation of damages for a termination prior to the end of the Initial or Successive Term would be uncertain and difficult to calculate. As such, Client shall pay an amount equal to the Recurring Summary Total for the remaining months for the then-current Initial Term or Successive Term as liquidated damages. Client and Company agree that this amount shall not be considered a penalty because it is not disproportionate to the probable loss incurred by the Company.

2.3. Immediately upon either Party's Notice of termination, Client shall return to Company all equipment provided by, and property of, Company. Within Ten (10) Business Days after all such equipment and property is received by Company, Company shall return to Client any Equipment Deposit paid by Client with respect to such equipment and property less the cost of replacing or repairing any such equipment or property, as determined by Company in its sole discretion, that is destroyed or damaged prior to its return to Company.

2.4. The provisions of this Agreement which require or contemplate performance after the expiration or termination of this Agreement are enforceable notwithstanding the termination or expiration of this Agreement.

2.5. Upon the termination of Services for any reason: (i) Company may disconnect the applicable Service; (ii) Company may delete all applicable data, files, electronic messages, voicemail or other information stored on Company systems, unless otherwise prevented by law, within 60 days; (iii) Client shall, permit Company access to retrieve any and all Company equipment (however, if Client fails to permit access, or if the retrieved Company equipment has been damaged and/or destroyed other than by Company or its agents, normal wear and tear excepted, Company may invoice Client for the full replacement cost of the relevant Company equipment, or in the event of minor damage to the retrieved Company equipment, the cost of repair which amounts shall be immediately due and payable); and (iv) if used in conjunction with the terminated Services, Client's right to use applicable licensed software shall automatically terminate, and Client shall be obligated to return the licensed software to Company.

2.6. Company will assist Client in orderly termination of services through the termination date at the Recurring Summary Total and/or Rates defined in the Signature Support Plan. If termination assistance is requested or required following termination date, Client shall pay at Rates defined in the Signature Support Plan, or any other rate mutually agreed upon by Company and Client, on a month to month basis, until termination assistance is complete (the "Post-Termination Services"). Client shall give 30-day notice of cancellation of Post-Termination Services.

2.7. Client Equipment left with Company will be deemed abandoned after thirty (30) days, and Servicer will wipe data and recycle.

3. Relationship with Other Documents.

3.1. As of the Effective Date, this Agreement is governed by Company's General Terms and Conditions (the "General Terms") which may be accessed online at Company's website by following the link provided here: <http://www.ntiva.com/terms-conditions>. Online terms and conditions are subject to change and the most recent version of the General Terms is incorporated by reference, as if fully set forth herein. Any capitalized term not otherwise defined herein has the meaning attributed to it in the General Terms. Client accepts and agrees to be bound by the General Terms by signing below.

3.2. This Agreement is the entire agreement between the Parties pertaining to its subject matter and supersedes all prior and contemporaneous negotiations and understandings between the parties pertaining to its subject matter, whether oral or written, expressed or implied.

3.3. Unless otherwise stated, all section references in this document are to this Agreement.

3.4. In the event of any inconsistency or contradiction between the terms of this Agreement and the General Terms, the terms of this Agreement shall prevail and govern.

4. Miscellaneous Terms

4.1. Ad Hoc Services

(a) Software and Backup Support Notices

If Client declines Company's Endpoint Detection and Response ("EDR") solution, or does not have EDR installed on a Supported Device, Company cannot monitor any other Anti-Virus ("AV") solutions Client has deployed in their environment or on Supported Devices. Any required incident support or resolution related to Client EDR or AV solutions, will be invoiced separately from this Agreement as an Overage at Ad Hoc Service rates listed in this Agreement.

If Client declines Company's Backup Solution, Company will make best efforts to manage and/or monitor any Client provided-backup solution as part of this Agreement, but cannot guarantee functioning or success of the Client-provided backup solution.

(b) Rates For Ad Hoc Services, Company will apply the following rates to Quotes for the roles as described. These rates are subject to change at any time:

- Field Operations Rate: \$175/hour.
- Project Management Rate: \$155/hour.
- Professional Services Rate: \$195/hour.
- Unified Communications Rate: \$175/hour.
- Digital Transformation Rate: \$205/hour.
- Security Services Rate: \$225/hour.
- Advanced Consulting Rate: \$225/hour.

4.2. Premium Monitoring and Management

(a) Company assumes Client has an internal server to support the deployment of the Company Premium Monitoring and Management service. If Client does not have an internal server resource available, Company will not be able to deploy the Premium Monitoring and Management service for Client.

(b) All Client devices that require support by Company's Premium Monitoring and Management service are accessible by the Client's internal server resource. If Client devices are not able to communicate with the Client's internal server resource, Company will not be able to support/monitor the Client devices by Company's Premium Monitoring and Management service.

(c) Client devices are capable of SNMP monitoring. Ntiva leverages network monitoring solutions provided by global leaders in the field. Over 3000 manufacturers are included in the scope of what can be monitored by the solution. Some may have limited monitoring capabilities while others have none. Although the SNMP standard is wide in its capabilities, it only provides what the manufacturer chooses to allow from an access and reporting standpoint. Certain types or pieces of equipment may not be eligible for monitoring via the solution and require customization to monitor in the same way as supported devices.

4.3. Endpoint Detection and Response

(a) Service Operational Norms:

1. Security Operations Center ("SOC") Availability: The Company SOC will maintain communications availability to the Internet 99.9% of the time during a calendar month. "Communications Availability" is defined as the ability for the SOC to transmit and receive TCP/IP packets between the networks and its upstream Internet Service Provider.
2. Routine day-to-day monitoring of the EDR solution by the 24x7 SOC and response to security events are provided per the following Service Level Agreement:
 - Low Severity and Medium Severity items are addressed automatically by the EDR solution.
 - High Severity
 - Description: The detected event represents a significant threat to client data or systems, including possible loss of

data or system compromise if not addressed quickly.

- Examples: Anomalous administrator account creation, confirmed downloading or execution of attacker utilities, attempts to contact known attacker command-and-control infrastructure.
 - Response: EDR solution prevents suspicious activity if possible. SOC telephones Service Desk (SD) upon detection. SD responds within 30 minutes and follows client-approved notification procedures.
- False positives and other undesired interactions between the EDR agents and Client computers will be worked as standard technical support issues.

(b) Deployment of Endpoint Detection and Response service in a Client network does not guarantee that intrusions, compromises, or any other unauthorized activity will not occur on a Client network.

(c) Incident Response included within this Agreement refers strictly to automated actions taken in response to a specific event. Other forms of remediation and incident investigation, including configuration changes, password changes, firewall or switch modifications, and installation of patches would be billable pursuant to this Agreement. Incident Response or Remediation does not include additional hardware, software, consulting by third parties (such as a forensic security firm), or investigative or recovery efforts following the termination of the unauthorized access to Client systems. EDR does not include advanced detection, threat hunting, or remediation by Company or its SOC; they are available at additional cost if required.

(d) The EDR SLAs set forth herein are subject to the following terms, conditions, and limitations:

1. The SLAs shall not apply during scheduled maintenance outages and therefore are not included in the availability calculations.
2. The SLAs shall not apply in the event of any Client-caused service outage that prohibits or otherwise limits Company from providing the service, delivering the SLA or managed service descriptions, including but not limited to, misconduct, negligence, inaccurate or incomplete information, modifications made to the services, or modifications made to any monitored hardware or software devices by the Client. This includes issues caused by the Client's employees, agents or third parties.
3. Furthermore, the SLAs shall not apply to the extent Client does not fulfill and comply with Client's obligations and interdependencies set forth above.

5. Opportunity to Consider and Confer. The Parties acknowledge that each Party has had the opportunity to read, review, study, consider, and deliberate upon this Agreement and the General Terms, as defined herein Section 3.1 above, as well as had the opportunity to consult with counsel. The Parties fully understand and are in complete agreement with all the terms of this Agreement and the General Terms. Each Party shall bear its own costs with respect to the preparation, revision, and execution of this Agreement.

Ntiva Microsoft NCE Subscription Plan Terms and Conditions

Monthly Charges.

Client's NCE Subscription Plan Monthly Subtotal Agreement Invoice charges will be invoiced with the SSP. The NCE Subscription Plan charges will be effective from the activation of service through the term length indicated NCE Subscription Plan Description (either Annual or Month to Month). Seat count modifications for current skus will be reflected in the following month's invoice. Seat additions for new skus will be quoted separately at time of Client request.

Term and Termination.

1. NCE Subscription Plan Term ("NCE Term"): The NCE Subscription Plan Term ("NCE Term") provided in this Agreement will be effective from the activation of service through the indicated NCE Subscription Plan Description identified as either Annual or Month to Month. Unless 24 hour notice is given prior to the end of each NCE Term, it will be automatically renewed for the same term length as indicated. TERMINATION. IF CLIENT TERMINATES THEIR AGREEMENTS AND/OR ANY AND ALL SERVICES WITH COMPANY FOR CONVENIENCE OR OTHERWISE, CLIENT WILL BE INVOICED IMMEDIATELY FOR THE FULL BALANCE OF THROUGH THE REMAINING NCE TERM. CLIENT MUST PROVIDE PAYMENT IN FULL TO COMPANY ON OR BEFORE TERMINATION DATE, OR BE SUBJECT TO SUSPENSION OF NCE SUBSCRIPTION PLAN SERVICES. UPON SUCH TERMINATION, CLIENT WILL BE PROVIDED THEIR NCE SUBSCRIPTION PLAN RENEWAL DATES. COMPANY WILL SET THE NCE SUBSCRIPTION PLAN TO NON-AUTORENEW STATUS AND CLIENT MUST RENEW THEIR NCE SUBSCRIPTION PLAN THROUGH THEIR NEW MANAGED SERVICE PROVIDER ("NEW MSP") OR DIRECTLY THROUGH MICROSOFT AT RENEWAL TIME AND CLIENT SHALL BE RESPONSIBLE FOR RENEWING THEIR NCE SUBSCRIPTION PLAN ON OR PRIOR TO THE RENEWAL DATE OR BE SUBJECT TO CANCELLATION. UPON SUCH TERMINATION, CLIENT LICENSES ARE NON-TRANSFERRABLE OR ASSIGNABLE DURING THE NCE SUBSCRIPTION PLAN PERIOD UNTIL RENEWAL. CLIENT MAY PURCHASE ADDITIONAL NCE SUBSCRIPTION PLAN LICENSING DIRECTLY FROM MICROSOFT OR ITS NEW MSP. COMPANY WILL NOT ADD ADDITIONAL NCE SUBSCRIPTION PLAN LICENSING FOR CLIENT AFTER TERMINATION. PROVIDED PAYMENT IS MADE IN FULL THROUGH THE NCE SUBSCRIPTION PLAN TERM, AND CLIENT ACCOUNT IS NOT ACTIVELY SUSPENDED FOR NON-PAYMENT, COMPANY WILL PROVIDE CLIENT'S NEW MSP DELEGATED ADMINISTRATIVE ACCESS TO CLIENT'S MICROSOFT TENANT, AS REQUESTED.

The provisions of this Agreement which require or contemplate performance after the expiration or termination of this Agreement are enforceable notwithstanding the termination or expiration of this Agreement, without limitation, these include the rights, obligations representations, and warranties contained within this Agreement and sections 2-29 of the General Terms.

Third-Party Terms.

By subscribing to these Services, you (i) acknowledge and agree that the Services are licensed by a third party, Microsoft Corporation ("Microsoft"), and that Company's ability to provide the Services to you is conditional upon their acceptance and compliance with the terms and conditions of any Microsoft terms of services related to the usage of the Services. THE SERVICES UNDER THIS AGREEMENT ARE NOT ASSIGNABLE OR TRANSFERRABLE THROUGHOUT THE ENTIRETY NCE TERM.

Warranties and Disclaimers.

THE SERVICES LICENSED MAY CONTAIN DESIGN ERRORS AND OTHER DEFECTS, AND THERE IS NO GUARANTEE THAT SUCH ERRORS AND OTHER DEFECTS WILL BE CORRECTED OR THAT A COMMERCIAL VERSION OF ANY OR ALL OF THE SERVICES WILL BE RELEASED. THE SERVICES ARE LICENSED HEREUNDER "AS IS" WITHOUT WARRANTY OF ANY KIND. CLIENT IS SOLELY RESPONSIBLE FOR PROPER BACK-UP OF ALL DATA AND YOU UNDERTAKE AND AGREE TO TAKE APPROPRIATE MEASURES TO PROTECT SUCH DATA. COMPANY ASSUMES NO LIABILITY OR RESPONSIBILITY WHATSOEVER IF DATA IS LOST OR CORRUPTED. COMPANY EXPRESSLY EXCLUDES ALL WARRANTIES, CONDITIONS, OR OTHER TERMS, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF NON-INFRINGEMENT, MERCHANTABILITY, FITNESS, SUITABILITY OR ADEQUACY FOR A PARTICULAR PURPOSE OR USE. UNDER NO CIRCUMSTANCES SHALL COMPANY BE LIABLE TO CLIENT OR ANY OTHER PERSON FOR ANY DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, HOWEVER, CHARACTERIZED, ARISING OUT OF THE PERFORMANCE OR THE USE OF THE SERVICES, WHETHER OR NOT COMPANY HAS BEEN INFORMED OF THE POSSIBILITY OF THE LIKELIHOOD OF SUCH DAMAGES.

Seat Count Modifications

(a) NCE Subscription Plan Upgrades

Service downgrades are not permitted during the NCE Term. Client may, however, upgrade NCE Subscription Plan from a paid NCE

Subscription Plan to another paid NCE Subscription Plan if the NCE Subscription Plan is active (not suspended nor cancelled) and eligible for an upgrade. NCE Subscription Plans can be upgraded fully or partially. A full upgrade occurs when all the seats of the NCE Subscription Plan are being upgraded. In this case, the product's subscription ID will remain the same and all the seats will be assigned automatically (unless a manual assignment is necessary). A partial upgrade occurs when only some of the seats are being upgraded. In this case, a new subscription ID will be generated and Company will need to assign seats manually. Because partial upgrades have an end date that is coterminous with the original Subscription end date, any schedule changes will be deleted.

(b) Increasing and Decreasing Seat Count

Client may increase the seat count of the NCE Subscription Plan at any time and for any NCE Term. Billing adjustments will be reflected on your next invoice.

Seat count on a NCE Subscription Plan can only be decreased in the following instances within the first twenty-four (24) hours of initial purchase or renewal for seats added during the NCE Term. In this case of license reduction, Client will be refunded the full amount minus the prorated amount for the days when you activated the NCE Subscription Plan. If more than twenty-four (24) hours have elapsed since the Subscription order was placed or additional seats were added, the seat count cannot be decreased until the next cancellation window at renewal.

Cancellation

You may cancel your NCE Subscription Plan, for any term, within twenty-four (24) hours of initial purchase, or renewal, in order to receive a full or prorated refund (proration is calculated daily), subject to Microsoft's then current terms and policies at time of cancellation. Once the NCE Subscription Plan has been fully provisioned, cancellation will no longer be available, and you will be billed for the full term, even if Client stops using the NCE Subscription Plan. Upon the renewal of a NCE Subscription Plan, Client will get another 24-hour cancellation window during which it may cancel the NCE Subscription Plan and receive a prorated refund. Once the NCE Subscription Plan cancelled, the Client will lose access to the NCE Subscription Plan immediately and all data pertaining the NCE Subscription Plan will be irrecoverable. Upon cancellation, a credit will be applied to the next monthly invoice.

Conversions during NCE Subscription

Client may not make downgraded NCE Term changes to its NCE Subscription Plan such as going from (i) 1 year to 1 month, (ii) 3 years to 1 month and (iii) 3 years to 1 year. Most NCE Subscription Plan changes will go into effect immediately and some will take effect in the next billing cycle such as increasing the seat count. Additionally, some operations for conversion during the NCE Term are unsupported and cannot be performed. Any conversion is subject to the current terms and policies regarding such conversions, and therefore may not be available to you.

Warrenville Fire Protection District - 2023 SSP Complete Agreement



Prepared by:
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Quote Information:
Quote #: 220052
Version: 1
Delivery Date: 12/28/2023
Expiration Date: 01/31/2024

Monthly Recurring Summary

Description	Amount
Signature Support Plan: Complete	\$1,195.86
Additional Services	\$980.00
Monthly Total:	\$2,175.86

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the date below ("Effective Date").

Ntiva, Inc

Warrenville Fire Protection District

Signature: *Aaron Michalski*
Name: Aaron Michalski
Title: Account Specialist - Client Experience
Date: 12/28/2023

Signature: _____
Name: Andrew Dina
Title: Chief
Date: _____