

WARRENVILLE FIRE PROTECTION DISTRICT
AGENDA FOR TRUSTEE BOARD MEETING
March 20, 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
 1. Regular meeting on 02/21/2024
 2. Special meeting on 03/04/2024
 - b) Financial Reports
 - c) Approval of Bills
 - d) Other Finance
 - e) Closed Session
 1. Personnel
- 7. COMMUNICATIONS**
 - a) Fire Chief's Report
 - b) Trustees
 - c) Firefighters' Appreciation
 - d) Attorney
 - e) Logistics Report
 - f) Training Report
 - g) EMS Report
 - h) Apparatus Report
 - i) Fire Bureau Report
 - j) Personnel
 1. Discussion and possible action on pay rate increases for non-bargaining unit personnel
 2. Review and discuss employment contract for Assistant Chief Joseph Levy
 3. Review and discuss employment contract for Fire Chief Andrew Dina
- 8. UNFINISHED BUSINESS**
 - a) Status update on jurisdiction of Fire Protection District boundaries
 - b) Discussion and possible action on capital cost reimbursement
 - c) Discussion and possible action on contract renewal for IT services not to exceed \$30,000
 - d) Status update on WFPD strategic plan project
 - e) Review and discuss draft Ordinance 24-01 BUDGET AND APPROPRIATIONS FY24-25
- 9. NEW BUSINESS**
 - a) Status update from Warrenville Firefighters' Auxiliary
 - b) Receive the Warrenville Fire Protection District Annual Report for 2023
 - c) Discussion and possible action on DEI training proposal for \$6,000
 - d) Discussion and possible action on GIS consulting proposal for \$5,779
 - e) Discussion and possible action on recommendations from the Decennial Committee on Local Government Efficiency
- 10. ADJOURN**

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

**Minutes of Trustee Meeting
February 21, 2024**

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, Financial Analyst Amber Nadeau (left at 1717 hours, returned at 1806 hours), and Administrative Assistant Jenna Reavy (left at 1717 hours, returned at 1806 hours).

Guests were Captain Nic Tosto (arrived at 1806 hours), Lieutenant Mike Vaughn (left at 1717 hours, returned at 1806 hours), FF/PM James Reavy (left at 1717 hours), FF/PM Drew Miller (left at 1717 hours), FF/PM Kevin Sheahan (left at 1717 hours, returned at 1806 hours, left at 1900 hours), and FF/PM David Koelper (arrived at 1806 hours, left at 1900 hours).

APPROVAL OF AGENDA

A motion was made by Trustee Thompson, seconded by Trustee Rogers, to approve the agenda as presented.

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the regular minutes of the regular meeting on January 17, 2024.

5 AYES MOTION CARRIED

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the closed session minutes of the regular meeting on January 17, 2024.

5 AYES MOTION CARRIED

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the regular minutes of the Decennial Committee meeting on January 16, 2024. Chief Dina also participated in the vote since he is a voting member of the Decennial Committee.

6 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 \$6,663,218.43 and an ending cash balance of \$6,429,619.33 as recorded in the January 2024 financial reports.

Chief Dina noted the January ambulance revenues were \$91,442.28. The Fire Recovery revenue was \$1,395.24. The Fire Bureau revenue was \$3,962.00.

A motion was made by Trustee Pertell, seconded by Trustee Rogers, 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

Chief Dina presented information about an investment pool account through the State of Illinois, called The Illinois Funds. The Fifth Third Investment account is not earning much interest. The Fifth Third Money Market account was earning 1% interest, but after discussions with them, they raised that account to a 3% interest rate. The interest rate for The Illinois Funds is currently over 5%.

Other benefits to The Illinois Funds include no minimum balance, investments can be overnight or long-term, and the Public Funds Investment Act allows the District to participate in it. Agencies that currently participate in The Illinois Funds includes City of Warrenville, DuPage County, DuComm Public Safety Dispatch, several police and fire pension funds, Lisle-Woodridge FPD, several other fire agencies, and many clients at Sikich.

A motion was made by Trustee Carstens, seconded by Trustee Rogers, to close the Fifth Third Pooled Trust Investment account and transfer the balance to The Illinois Funds.

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

CLOSED SESSION

At 1717 hours, a motion was made by President Perkins, seconded by Trustee Carstens, to go into closed session for personnel matters in accordance with 5 ILCS 120/2(c)(1).

5 AYES MOTION CARRIED

Financial Analyst Nadeau, Administrative Assistant Reavy, and guests left for closed session. Closed session ended at 1803 hours.

After a brief recess, the regular meeting reconvened at 1806 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 182 calls for service in the month of January 2024, which included 103 EMS calls and 79 fire and rescue calls.

Chief Dina reported there was one significant incident in Warrenville for January, which was a structure fire due to electrical issues at the Illinois Youth Center. Chief Dina has been discussing electrical and other safety issues with officials for the building.

The District received a \$1,000.00 grant from Illinois American Water for Public Education materials, including fire safety, CPR, and materials for a Stop the Bleed program.

Chief Dina and Fire Marshal Voda met with Warrenville Community Development representatives as part of the quarterly meetings.

Chief Dina received several nominations for the 2023 Firefighter of the Year.

The Firefighters Auxiliary hosted the annual holiday party at Whirly Ball.

Chief Dina attended a Securing the Cities meeting with members of the Department of Homeland Security to pick up the radiation monitors.

Assistant Chief Levy attended the Active Shooter Hotel training seminar at College of DuPage SSG Miller Homeland Security Education Center.

Employee orientation was held for four new paid on call employees.

Surface ice rescue training was held at Blackwell Forest Preserve.

Staff continue to meet weekly with Emergency Services Consulting International to complete the District's strategic plan.

Fire Inspector Landers met with Johnson School to finalize their severe weather plan.

Staff submitted a record disposal request through the Illinois State Archivist.

TRUSTEES

Trustee Thompson presented a draft RFP for human resource services in regards to retention, recruitment, and the culture of the District. Chief Dina commented that it may not be financially prudent to pursue this RFP. He added that all fire agencies are struggling to keep positions filled. The consensus from the Board was to move ahead to put out the RFP.

FIREFIGHTERS' APPRECIATION

Administrative Assistant Reavy said invitations were sent out, with 55 attendees so far.

ATTORNEY

None.

LOGISTICS

Assistant Chief Levy presented the Logistics Report. The station oven needs repairs again. Staff are looking into replacing the oven completely.

TRAINING

Assistant Chief Levy presented the Training Report. January reached 1,076 training hours.

EMS

Assistant Chief Levy presented the EMS Report. He noted that the Dodge ambulance has been out of service for repairs.

APPARATUS

Assistant Chief Levy presented the Apparatus Report.

FIRE BUREAU

There is no Fire Bureau Report to present this month. The Chiefs have been filling in for fire prevention duties while Fire Marshal Voda takes time off for his wife's passing.

PERSONNEL

The Board of Trustees tabled the pay rate increases for non-bargaining unit personnel until the next regular meeting.

UNFINISHED BUSINESS

Chief Dina is waiting to hear from the City of Warrenville for the capital cost reimbursement.

Chief Dina said the attorney confirmed the District is not required to collect quotes for IT services. There was still a desire to collect quotes, which Chief Dina will have ready for the next meeting.

Chief Dina provided an update on jurisdiction for Fire Protection District boundaries. The attorney said the IGA between Wheaton Fire District and the Forest Preserve District of DuPage County is unlawful. The contract should have been made with Warrenville Fire District, which it was not. The Forest Preserve does not pay property taxes, but the District could receive payment for fire or EMS services. Chief Dina will continue to pursue it.

Chief Dina provided an update about the unincorporated areas of Warrenville Fire Protection District that are not assigned or paying property taxes for fire protection services. There seems to be an exemption for these areas due to the proximity to the Chicago Golf Club. Chief Dina will continue to pursue this item.

NEW BUSINESS

Chief Dina provided an update about the strategic plan for the District. The meeting for the external stakeholders will take place on March 4th during a special meeting for the Board of Trustees. The internal stakeholders' meetings will take place on March 5th and 6th. There was about a 60% response rate for the internal survey that went out to employees.

The City of Warrenville is also working on their strategic plan. They will have external stakeholders' meetings on various dates in March. The attorney advised that no more than two Trustees can attend the same meeting. Separate dates were chosen to comply with the advice. The Board of Trustees briefly spoke about District needs to relay to the City.

The Board of Trustees reviewed the proposed long-term Capital Improvement Plan.

Chief Dina presented the draft FY24-25 budget ordinance and associated budget documents. It is a balanced budget with a \$200,000 transfer to Capital included. Financial Analyst Nadeau explained the timeline for reviewing and approving the budget. There will be another draft provided at the March meeting. After that, the proposed budget will get posted for 30 days. The public hearing and budget approval are anticipated to occur at the May meeting.

ADJOURNMENT

At 1909 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, 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 of the meeting were Captain Nic Tosto and Lieutenant Mike Vaughn.

The meeting adjourned at 1909 hours.

President

Secretary

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

**Minutes of Special Trustee Meeting
March 4, 2024**

CALL TO ORDER

Trustee Pertell called the meeting to order at 1702 hours.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present for the meeting were Secretary Joe Rogers, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Financial Analyst Amber Nadeau. Absent was President Kate Perkins.

Guests present were Chris Truty and Chris Armstrong from Emergency Services Consulting International (ESCI).

Public representatives present were Nelda Byers, Heather Bovio, Denise Kloska, Tom Fairbanks, Beth Fairbanks, Leslie LaBelle, Ryan Boecker, Keith Swinden, Anna Saake, Pamela Moseley, Edgar Guzman, Rob Miller, David Brummel, Michelle Lilley, Debra Swinden, Amy Emery, Clare Barry, Kathy Davolos, Cristina White, John Lockett, Craig Kruckenber, Sam Bonilla, Gregg Ireland, Tim Reinbold, Jason Stuhlmann, Robert Sperl, Neil Dalcerro, Brian Okeeffe, Jeff Schuler, Jon Pilkington, Rosemary Ortega, Rob Foster, Mark Pankuch, Brandon Cramlett, Dale Williams, Pamela Keating, and Angela Mains

APPROVAL OF AGENDA

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the agenda as presented.

4 AYES 1 ABSENT MOTION CARRIED

PUBLIC COMMENTS

None.

NEW BUSINESS

Chief Dina gave a presentation about the background and highlights of the District. Chris Armstrong from ESCI gave an overview of the strategic plan purpose and outline for the external stakeholders meeting. Attendees completed an exercise to define good fire department service. Attendees completed an exercise to establish community expectations for the District.

ADJOURNMENT

At 1834 hours, a motion was made by Trustee Thompson, seconded by Trustee Carstens, to adjourn the meeting.

4 AYES 1 ABSENT MOTION CARRIED

Present at the end of the meeting were Secretary Joe Rogers, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, Fire Chief Andy Dina, Assistant Chief Joe Levy, and Financial Analyst Amber Nadeau.

Guests present at the end of the meeting were Chris Truty, Chris Armstrong, and the public representatives.

The meeting adjourned at 1834 hours.

President

Secretary

Warrenville Fire Protection District
Cash Activity
Feb 2024

Beginning Cash Balance		6,429,619.33
Revenues:		
Receipts from the Monthly Receipts report	133,275.01	
PAYA Write Off	-	
Interest Income and Gain (Loss) on 5/3 Investment account	750.59	
Interest Income 5/3 Money Market account	10,071.47	
Foreign Fire Revenues	-	
Total Revenues		144,097.07
Expenses:		
Vendor checks from the Check Register report	(39,124.18)	
Payroll disbursements and fees from the Precision payroll reports	(281,261.28)	
Auto Disbursements	(75,833.17)	
Foreign Fire Disbursements	(4,995.00)	
Foreign Fire Disbursements Paid on 5/3 Credit Card and reimbursed to District	4,995.00	
Bank fee 5/3 Checking Account	-	
Bank fee 5/3 Investment Account	(157.39)	
Bank fee Hinsdale Lockbox Account	-	
Bank fee Money Market	-	
Credit Card Processing Fee	(73.85)	
Ambulance Billing Fee	(4,285.13)	
Total Expenses		<u>(400,735.00)</u>
Ending Cash Balance		<u><u>6,172,981.40</u></u>
Bank Account Balances at month end:		
* Fifth-Third Checking		1,695,806.90
Fifth-Third Money Market (2.99%)		4,393,224.81
Fifth-Third Trust Investment		-
Fifth-Third Lockbox Checking		-
Hinsdale Bank and Trust Co Lockbox		-
Fifth Third Foreign Fire Tax		83,949.69
		<u><u>6,172,981.40</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
February 29, 2024

ASSETS

Corporate Fund

Fifth-Third Checking Pooled	\$	1,387,898.43	
Fifth-Third Money Market		3,272,437.35	
Fifth-Third Pooled Trust Inves		98,327.73	
Fifth-Third Pooled Trust MTMkt		(98,327.73)	
Total Corporate Fund			4,660,335.78

Audit Fund

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

Liability Insurance Fund

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

Workers Compensation Fund

Fifth-Third Checking Pooled		122,358.13	
Total Workers Compensation Fund			122,358.13

Foreign Fire Fund

Fifth-Third Foreign Fire Tax		83,949.69	
Total Foreign Fire Fund			83,949.69

Capital Projects Fund

Fifth-Third Pooled Checking		142,856.29	
Fifth-Third Money Market		1,120,787.46	
Total Capital Projects Fund			1,263,643.75

Total Cash	\$	6,172,981.40	

Warrenville Fire Protection District
Account Reconciliation
As of Feb 29, 2024
01-00-1000-00 - Fifth-Third Pooled Checking
Bank Statement Date: February 29, 2024

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			1,575,769.04
Add: Cash Receipts			37,870.09
Less: Cash Disbursements			(114,957.35)
Add (Less) Other			<u>197,125.12</u>
Ending GL Balance			<u>1,695,806.90</u>
Ending Bank Balance			1,715,837.37
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Feb 21, 2024	11227	(3.55)
	Feb 21, 2024	11230	(26.35)
	Feb 21, 2024	11231	(100.00)
	Feb 21, 2024	11234	(10,515.00)
	Feb 26, 2024	11237	(71.34)
	Feb 26, 2024	11238	(327.31)
	Jan 19, 2024	16092	<u>(104.88)</u>
Total outstanding checks			(11,148.43)
Add (Less) Other			
	Feb 29, 2024	Payroll Regul	<u>(8,882.04)</u>
Total other			(8,882.04)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>1,695,806.90</u></u>

Warrenville Fire Protection District
Monthly Receipts
For the Period From Feb 1, 2024 to Feb 29, 2024

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
2/3/24	10-00-1290-00 01-00-1000-00	FGSZZWW	Invoice: FP24-06 RWG Engineering	340.00	340.00
2/8/24	10-00-1290-00 01-00-1000-00	300023524	Invoice: FP24-07 US Alliance Fire Protection, Inc.	525.00	525.00
2/8/24	10-00-4350-00 01-00-1000-00	54519	Fire Recovery - Corp Fire Recovery USA LLC	22,189.07	22,189.07
2/8/24	10-01-5200-00 01-00-1000-00	287608508	Reimbursements-Corp - Reim for personal tolls Levy, Joe	26.35	26.35
2/8/24	10-00-4250-10 01-00-1000-00	4515	FMB-Public Education Corp - Senior lock box Lambert, Mary	35.00	35.00
2/26/24	10-00-4700-00 01-00-1000-00	246713841	Miscellaneous-Corporate - Record Request Lexis Nexis	20.00	20.00
2/26/24	10-00-1290-00 01-00-1000-00	041355	Invoice: FP24-08 Midwest Fire Suppression	285.00	285.00
2/26/24	10-00-4700-00 01-00-1000-00	0320671	Miscellaneous-Corporate - Sponsorship Refund for Batjargal College of DuPage	1,114.00	1,114.00
2/28/24	10-00-4310-00 10-01-6115-00 01-00-1000-00	02282024	Amb Billing Fund 10 Paramedic Bill Fee Fund 10 Amb Deposits Fund 10	4,285.13 13,335.67	17,620.80
2/29/24	10-00-4310-00 10-00-1031-00	02292024-1	Amb Billing Fund 10 Amb Deposits Fund 10	91,119.79	91,119.79
				133,275.01	133,275.01

Warrenville Fire Protection District
Aged Receivables
As of Feb 29, 2024

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
Ridge Construction & Plumbing				192.50	192.50
		220.00		192.50	412.50

**Warrenville Fire Protection District
FMB-Plan Review Cash Receipts
February 2024**

Date Paid	Invoice Number	Customer Name	Amount Paid
2/3/2024	FP24-06	RWG Engineering	340.00
2/8/2024	FP24-07	US Alliance fire Protection, Inc	525.00
2/26/2024	FP24-08	Midwest Fire Suppression	285.00
Total FMB cash received			\$ 1,150.00
Fees charged on payments not received			-
Total current month revenue in account 10-00-4250-20			<u>\$ 1,150.00</u>

Warrenville Fire Protection District Check Register For the Period From Feb 1, 2024 to Feb 29, 2024

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

Payee	Check	Amount	Account ID	Account Description
Illinois Public Risk Fund	11225	14,774.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
VOID	11226		10-01-9000-00 01-00-1000-00	Miscellaneous Fifth-Third Pooled Checking
Ace Hardware - Warrenville	11227	3.55	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Assured Partners	11228	2,433.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
ComEd	11229	1,318.93	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Illinois Tollway Authority	11230	26.35	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
LeMaster, Evan	11231	100.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
The Locker Shop	11232	783.00	10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Fifth-Third Pooled Checking
Nicor Gas	11233	1,352.70	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Ntiva, Inc.	11234	10,515.00	10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Fifth-Third Pooled Checking
Vaughn, Michael	11235	230.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Air One Equipment, Inc.	11236	4,995.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
City of Warrenville	11237	71.34	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Konica Minolta Premier Fina	11238	327.31	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
The Locker Shop	11239	2,194.00	10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Accounts Payable Fifth-Third Pooled Checking
Total		39,124.18		

Warrenville Fire Protection District
Check Register
For the Period From Feb 1, 2024 to Feb 29, 2024

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

Payee	Check	Amount	Account ID	Account Description
Aflac	683	749.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	684	27,170.36	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	685	687.94	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Guardian Dental Plan	686	1,079.83	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IMRF - IL Municipal Retirem	687	1,303.40	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Fifth Third Bank - Procurem	688	44,842.18	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	75,833.17		

Warrenville Fire Protection District
Purchase Journal
For the Period From Feb 1, 2024 to Feb 29, 2024

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	2/11/24	10-01-6530-00	Small Tools	Spray paint	3.55	
Ace Hardware - Warrenville	2/11/24	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		3.55
Aflac	2/1/24	10-00-2160-00	Insurance - Aflac Payable	Accident insurance for January	749.46	
Aflac	2/1/24	10-00-2000-00	Accounts Payable	Aflac		749.46
Air One Equipment, Inc.	2/20/24	55-01-5150-00	Foreign Fire Tax	Battery powered PPV fan for Foreign Fire	4,995.00	
Air One Equipment, Inc.	2/20/24	10-00-2000-00	Accounts Payable	Air One Equipment, Inc.		4,995.00
Assured Partners	2/12/24	10-01-6030-00	General Insurance	AHPI policy renewal for 05/01/24-04/30/25	2,433.00	
Assured Partners	2/12/24	10-00-2000-00	Accounts Payable	Assured Partners		2,433.00
Blue Cross Blue Shield of Illinois	2/1/24	10-01-5200-00	Insurance-Health	Health insurance for February	27,170.36	
Blue Cross Blue Shield of Illinois	2/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		27,170.36
Blue Cross Blue Shield of Illinois	2/1/24	10-01-5200-05	Insurance-Vision	Vision insurance for February	216.49	
Blue Cross Blue Shield of Illinois	2/1/24	10-01-5200-20	Insurance-Life	Life insurance for February	471.45	
Blue Cross Blue Shield of Illinois	2/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		687.94
City of Warrenville	2/1/24	10-01-7000-00	Motor Fuel	Shared fuel per IGA for Oct-Dec	71.34	
City of Warrenville	2/1/24	10-00-2000-00	Accounts Payable	City of Warrenville		71.34
ComEd	2/12/24	10-01-6800-00	Utilities-Electric	Electricity services for 01/12-02/12	1,318.93	
ComEd	2/12/24	10-00-2000-00	Accounts Payable	ComEd		1,318.93
Guardian Dental Plan	2/1/24	10-01-5200-10	Insurance-Dental	Dental insurance for February	1,079.83	
Guardian Dental Plan	2/1/24	10-00-2000-00	Accounts Payable	Guardian Dental Plan		1,079.83
Illinois Public Risk Fund	2/1/24	50-00-5400-00	Worker's Compensation Exper	Workers comp insurance for February	14,774.00	
Illinois Public Risk Fund	2/1/24	10-00-2000-00	Accounts Payable	Illinois Public Risk Fund		14,774.00
Illinois Tollway Authority	2/1/24	10-01-6770-00	Client Relations Expense	Tolls for 10/01-12/31	26.35	
Illinois Tollway Authority	2/1/24	10-00-2000-00	Accounts Payable	Illinois Tollway Authority		26.35
IMRF - IL Municipal Retirement Fund	2/1/24	10-00-2163-00	IMRF Payable - Employee	Employee pension contributions for january	541.58	
IMRF - IL Municipal Retirement Fund	2/1/24	10-01-5200-27	IMRF District Contribution	Employer pension contributions for January	761.82	
IMRF - IL Municipal Retirement Fund	2/1/24	10-00-2000-00	Accounts Payable	IMRF - IL Municipal Retirement Fund		1,303.40
Konica Minolta Premier Finance	2/17/24	10-01-7100-00	Office Supplies	Copier lease and usage for 02/12-03/12	327.31	
Konica Minolta Premier Finance	2/17/24	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		327.31
LeMaster, Evan	2/1/24	10-01-6700-00	Training-Seminars/Lecture	Reim for Rescue & Search Ops class	100.00	
LeMaster, Evan	2/1/24	10-00-2000-00	Accounts Payable	LeMaster, Evan		100.00
Nicor Gas	2/6/24	10-01-6800-10	Utilities-Gas	Gas utility for 01/06-02/05	1,352.70	
Nicor Gas	2/6/24	10-00-2000-00	Accounts Payable	Nicor Gas		1,352.70
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	IT support services for September	1,700.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	IT support services for October	1,700.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	IT support services for November	1,700.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	IT support services for December	1,700.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00

Warrenville Fire Protection District
Purchase Journal
For the Period From Feb 1, 2024 to Feb 29, 2024

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

Name	Date	Account ID	Account Description	Line Description	Debit	Credit
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	IT support services for January	1,700.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Ntiva, Inc.	2/1/24	10-01-6600-10	IT Support Services	Onsite IT service for toughbooks setup	2,015.00	
Ntiva, Inc.	2/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		2,015.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Stump	119.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		119.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Gloodt	102.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		102.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Miller	133.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		133.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for A. Carstens	193.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		193.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Levy	199.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		199.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Slates	18.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		18.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Schaul	19.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		19.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Slates	39.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		39.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Bovio	347.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		347.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform shirts for stock	520.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		520.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Slates	457.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		457.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Stapinski	277.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		277.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for LeMaster	277.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		277.00
The Locker Shop	2/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Slocum	277.00	
The Locker Shop	2/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		277.00
Vaughn, Michael	2/1/24	10-01-6700-05	Training-Certification Classes	Reim for ACLS certification	230.00	
Vaughn, Michael	2/1/24	10-00-2000-00	Accounts Payable	Vaughn, Michael		230.00
VOID	2/5/24	10-01-9000-00	Miscellaneous	Voided check for grant account setup		
VOID	2/5/24	10-00-2000-00	Accounts Payable	VOID		
					<u>70,115.17</u>	<u>70,115.17</u>

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
For the Period From Feb 1, 2024 to Feb 29, 2024

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 Amou
Fifth Third Bank - Pro	2/1/24	10-01-7010-00	Operating Supplies	Amazon - Pressure gauge	24.99
		10-01-7100-00	Office Supplies	FedEx - Postage	29.24
		10-01-6520-10	Maint App - 2016 Ford (A11)	Mr. Jim's Automotive - Repairs for A11	929.01
		10-01-7010-00	Operating Supplies	IMS Alliance - Passport tags	15.85
		10-01-6530-00	Small Tools	Amazon - Tool mount bracket	43.25
		10-01-7100-00	Office Supplies	FedEx - Postage	28.96
		10-01-6700-00	Training-Seminars/Lecture	Metro Fire Chiefs Association - Meeting fee for Levy	40.00
		10-01-7230-00	Fire & Rescue Equipment	Menards - Cribbing supplies (IPRF grant)	553.46
		10-01-6520-08	Maint App - 2012 M0215 (M12)	Interstate Power Systems - Repair M12 door latch	497.51
		10-01-6500-00	Maintenance Buildings-Stat 1	Interstate Power Systems - Repair station generator	435.00
		10-01-6750-00	Travel/Hotel Expense	Omni Severin Hotel - FDIC hotel for Schaul	563.90
		10-01-6750-00	Travel/Hotel Expense	Omni Severin Hotel - Refund FDIC hotel for Schaul	-563.90
		10-01-6700-00	Training-Seminars/Lecture	Clarion Events - FDIC registration for Schaul	724.00
		10-01-6500-00	Maintenance Buildings-Stat 1	Menards - Air filters	49.89
		10-01-6200-00	Comm/Radio Equipment	Ram Mounts - Docking station brackets for B11	247.44
		10-01-7300-00	Medical Supplies	AED Superstore - Thermal paper	306.00
		10-01-7100-00	Office Supplies	USPS - Postage	25.50
		10-01-6770-00	Client Relations Expense	Sympathy Floral - Sympathy gift for Hagemeyer family	40.99
		10-01-7100-00	Office Supplies	Amazon - Labor law posters	58.90
		10-01-6020-00	Firefighters Appreciation Fund	Eventbrite - Appreciation dinner invitations	24.99
		10-01-6530-00	Small Tools	Amazon - Tool mount brackets	84.00
		10-01-7100-00	Office Supplies	USPS - Postage	4.23
		10-01-7100-00	Office Supplies	Amazon - Copy paper	79.98
		10-01-7100-00	Office Supplies	VistaPrint - Business cards for Landers	24.38
		10-01-7100-00	Office Supplies	Amazon - Heavy duty copy paper	33.33
		10-01-6700-00	Training-Seminars/Lecture	IPELRA - Employment seminar for 3 people	975.00
		10-01-6770-00	Client Relations Expense	Tribute Store - Sympathy flowers for Puknaitis family	122.98
		10-01-7100-00	Office Supplies	IAFC - Annual membership for Dina	265.00
		10-01-6130-00	Dive/Water Rescue	Amazon - Returned WRT canopy tent	-155.99
		10-01-6600-05	IT Computer Software	Zoom - Video conference fee for January	15.99
		10-01-6010-00	Dues	IFCA - Annual membership for 3 chiefs	325.00
		10-01-6040-00	Legal	Ottosen - Legal services for November	587.50
		10-01-6600-05	IT Computer Software	Deneb Corporation - Email hosting fee for January	702.18
		10-01-6520-00	Maintenance-Apparatus	Air One Equipment - Metal cleaner	105.50
		10-01-6520-23	Maint App - 2018 M3263 (M11)	Kammes Auto Repair - M11 state test	45.00
		10-01-6520-04	Maint App - 1998 Ladder (T11)	Kammes Auto Repair - T11 state test	67.00
		10-01-6520-02	Maint App - 2004 E8372 (E12)	Kammes Auto Repair - E12 state test	45.00
		10-01-6150-00	SCBA Maintenance and Parts	Air One Equipment - SCBA air test	165.00
		10-01-6810-00	Telephone-Land Line	AT&T - Internet service for 12/07-01/06	497.15
		10-01-6810-00	Telephone-Land Line	AT&T - Station phone service for 12/07-01/06	745.79
		10-01-7010-00	Operating Supplies	Family Pride - Laundry service lease for January	50.00
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	294.39
		10-01-6600-05	IT Computer Software	Innovative Maintenance Systems - Maintenance Pro annual fee	300.00
		10-01-6840-00	Cable	Comcast - Cable TV service for 12/15-01/14	61.31
		10-01-7200-00	Firefighters Pers Prot Equip	Gear Wash - Turnout gear repairs	33.62
		10-01-6730-00	Testing and Promotion	I/O Solutions - FF/PM list testing service	2,609.00
		10-01-6150-00	SCBA Maintenance and Parts	Amazon - SCBA batteries	296.95
		10-01-7100-00	Office Supplies	Amazon - Office chairs for FPB office	999.98

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
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Name	Date	Account ID	Account Description	Line Description	Trans Amou
		10-01-6500-00	Maintenance Buildings-Stat 1	Hogan Plumbing - Repair generator gas leak	380.00
		10-01-6150-00	SCBA Maintenance and Parts	TSI Service - Repair fit tester	433.21
		10-01-6200-00	Comm/Radio Equipment	Communications Direct - Vehicle headsets	1,016.95
		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 11/26-12/25	517.49
		10-01-6520-10	Maint App - 2016 Ford (A11)	Carquest - Replacement battery for A11	171.50
		10-01-7300-00	Medical Supplies	Cintas - First aid box supplies refill	190.78
		10-01-6150-00	SCBA Maintenance and Parts	MES - SCBA repairs	654.59
		10-01-6500-00	Maintenance Buildings-Stat 1	Mr. Handyman - Various station repairs	1,428.39
		10-01-7200-00	Firefighters Pers Prot Equip	Amazon - Chemical resistant gloves	155.70
		10-01-5300-00	Health & Wellness	Elmhurst Occupational Health - Physicals	1,277.00
		10-01-7100-00	Office Supplies	Amazon - Office supplies	6.90
		10-01-7010-00	Operating Supplies	Carquest - Oil absorbent	79.14
		10-01-7100-00	Office Supplies	Amazon - Office chair for Captain office	129.77
		10-01-7100-00	Office Supplies	Amazon - Printer toner	378.00
		10-01-6810-10	Telephone-Cell Phones	Verizon - Wireless router service for 01/07-02/06	385.58
		10-01-7300-00	Medical Supplies	Linde Gas - Oxygen cylinder rentals	501.96
		10-01-6040-00	Legal	Ottosen - Legal services for December	399.50
		10-01-6500-00	Maintenance Buildings-Stat 1	Hogan Plumbing - Repair generator gas leak	127.50
		10-01-6530-00	Small Tools	Carquest - Tire pressure gauge	60.49
		10-01-7300-00	Medical Supplies	Stryker Medical - Lucas CPR device and 4-year warranty	23,081.12
		10-00-2000-00	Accounts Payable	Fifth Third Bank - Procurement Card	-44,842.18

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

	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	\$ 0.00	\$ 3,124,016.45	\$ 3,121,515.00	(2,501.45)	(0.08)
10-00-4010-00	Property Tax Revenue - Pension	0.00	528,651.40	537,804.00	9,152.60	1.70
10-00-4050-00	PropTax Rev - Emer&Rescue Fund	0.00	492,563.09	492,168.00	(395.09)	(0.08)
10-00-4100-00	State Replacement Tax Revenue	0.00	59,772.01	65,000.00	5,227.99	8.04
10-00-4250-10	FMB-Public Education	35.00	2,992.03	0.00	(2,992.03)	0.00
10-00-4250-20	FMB-Plan Review	1,150.00	28,043.82	20,000.00	(8,043.82)	(40.22)
10-00-4300-00	Public Education Donations	0.00	600.00	0.00	(600.00)	0.00
10-00-4310-00	Ambulance Service Fees	108,740.59	1,023,875.12	950,000.00	(73,875.12)	(7.78)
10-00-4350-00	Fire Recovery	22,189.07	32,073.08	16,000.00	(16,073.08)	(100.46)
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	9,092.00	14,000.00	4,908.00	35.06
10-00-4700-00	Other Income	1,134.00	5,335.48	2,500.00	(2,835.48)	(113.42)
10-00-4800-00	Interest Income	8,437.25	47,729.39	13,000.00	(34,729.39)	(267.15)
10-00-4801-00	Unrealized Gain/Loss on Invest	30,321.28	38,044.63	0.00	(38,044.63)	0.00
10-00-4802-00	Gain/Loss on Sale of Invest.	(34,704.96)	(38,627.41)	0.00	38,627.41	0.00
	Total Revenues	137,302.23	5,362,161.09	5,246,987.00	(115,174.09)	(2.20)
<u>Expenses</u>						
<u>Personal Services</u>						
10-01-5000-00	Payroll-Full Time Firefighters	219,400.86	1,509,353.84	1,850,000.00	340,646.16	18.41
10-01-5005-00	Payroll-Part Time Firefighters	30,248.00	227,431.50	565,000.00	337,568.50	59.75
10-01-5010-00	Payroll-Office & Staff	13,279.16	85,769.95	131,200.00	45,430.05	34.63
10-01-5015-00	Payroll-Part Time Supervisory	2,170.00	21,700.00	28,100.00	6,400.00	22.78
10-01-5020-00	Overtime	4,173.25	111,239.33	100,000.00	(11,239.33)	(11.24)
10-01-5022-00	Payroll-Special-Rate	934.45	5,347.62	10,000.00	4,652.38	46.52
10-01-5025-00	Payroll-Holiday Pay	1,291.80	41,525.01	58,000.00	16,474.99	28.41
10-01-5030-00	Payroll-Fireman POC	5,740.00	66,775.00	150,000.00	83,225.00	55.48
10-01-5080-00	Trustee Compensation	1,406.25	13,875.00	16,875.00	3,000.00	17.78
10-01-5090-00	Fire Commissioner Compensation	166.66	1,666.60	3,000.00	1,333.40	44.45
10-01-5100-00	Payroll Taxes	7,903.40	60,511.12	116,000.00	55,488.88	47.84
10-01-5200-00	Insurance-Health	22,981.61	218,998.46	324,000.00	105,001.54	32.41
10-01-5200-05	Insurance-Vision	216.49	1,959.47	2,200.00	240.53	10.93
10-01-5200-10	Insurance-Dental	1,079.83	10,282.94	11,750.00	1,467.06	12.49
10-01-5200-20	Insurance-Life	471.45	4,491.12	5,250.00	758.88	14.45
10-01-5200-25	VEBA	0.00	38,097.69	35,000.00	(3,097.69)	(8.85)
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	761.82	11,639.00	18,420.00	6,781.00	36.81

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
10-01-5300-00	Health & Wellness	1,277.00	13,178.00	32,000.00	18,822.00	58.82
10-01-5500-00	Pension Contribution	0.00	528,651.40	536,900.00	8,248.60	1.54
	Total Personal Services	313,502.03	2,973,093.05	3,996,095.00	1,023,001.95	25.60
<u>Contractual Services</u>						
10-01-6000-00	Accounting-Sikich	0.00	26,859.50	35,000.00	8,140.50	23.26
10-01-6010-00	Dues	325.00	4,649.00	4,700.00	51.00	1.09
10-01-6020-00	Firefighters Appreciation Fund	24.99	3,309.78	10,000.00	6,690.22	66.90
10-01-6030-00	General Insurance	2,433.00	2,533.00	2,550.00	17.00	0.67
10-01-6040-00	Legal	987.00	18,435.75	33,000.00	14,564.25	44.13
10-01-6045-00	Payroll Service Fee	638.37	4,285.27	5,600.00	1,314.73	23.48
10-01-6060-00	GEMT 50% Payment Expense	0.00	173,168.05	140,000.00	(33,168.05)	(23.69)
10-01-6110-00	DuComm Dispatch	0.00	83,218.37	82,500.00	(718.37)	(0.87)
10-01-6115-00	Ambulance Billing Fees	4,285.13	45,845.30	42,750.00	(3,095.30)	(7.24)
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	(155.99)	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	1,549.75	2,124.83	15,000.00	12,875.17	85.83
10-01-6160-00	Hose and Appliances	0.00	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	73.85	727.18	800.00	72.82	9.10
10-01-6200-00	Comm/Radio Equipment	1,264.39	1,264.39	17,000.00	15,735.61	92.56
10-01-6500-00	Maintenance Buildings-Stat 1	2,420.78	28,073.34	35,000.00	6,926.66	19.79
10-01-6510-00	Maintenance-Equipment	0.00	645.97	2,500.00	1,854.03	74.16
10-01-6520-00	Maintenance-Apparatus	105.50	109.99	65,000.00	64,890.01	99.83
10-01-6520-02	Maint App - 2004 E8372 (E12)	45.00	1,901.93	0.00	(1,901.93)	0.00
10-01-6520-03	Maint App - 2009 E5026 (E13)	0.00	10,959.37	0.00	(10,959.37)	0.00
10-01-6520-04	Maint App - 1998 Ladder (T11)	67.00	1,969.58	0.00	(1,969.58)	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)	497.51	6,199.16	0.00	(6,199.16)	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)	1,100.51	7,010.50	0.00	(7,010.50)	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)	45.00	2,220.71	0.00	(2,220.71)	0.00
10-01-6520-24	Maint App - 2020 E1976 (E11)	0.00	4,686.00	0.00	(4,686.00)	0.00
10-01-6530-00	Small Tools	191.29	485.79	4,000.00	3,514.21	87.86

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
10-01-6600-00	IT Hardware	0.00	1,160.87	12,000.00	10,839.13	90.33
10-01-6600-05	IT Computer Software	1,018.17	15,874.18	32,700.00	16,825.82	51.46
10-01-6600-10	IT Support Services	10,515.00	17,973.75	28,000.00	10,026.25	35.81
10-01-6700-00	Training-Seminars/Lecture	1,839.00	4,769.00	4,000.00	(769.00)	(19.23)
10-01-6700-05	Training-Certification Classes	230.00	13,269.00	25,000.00	11,731.00	46.92
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	765.13	5,000.00	4,234.87	84.70
10-01-6700-48	Career Training	0.00	4,777.40	20,000.00	15,222.60	76.11
10-01-6700-50	Training - Fire Commissioners	0.00	3,784.62	4,300.00	515.38	11.99
10-01-6710-00	Fire Prevention Bureau	0.00	2,433.12	3,000.00	566.88	18.90
10-01-6730-00	Testing and Promotion	2,609.00	6,405.00	20,000.00	13,595.00	67.98
10-01-6745-00	Public Education	0.00	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	190.32	1,831.53	4,000.00	2,168.47	54.21
10-01-6800-00	Utilities-Electric	1,318.93	11,066.70	12,000.00	933.30	7.78
10-01-6800-10	Utilities-Gas	1,352.70	5,284.71	12,000.00	6,715.29	55.96
10-01-6800-20	Utilities-Water	0.00	2,124.94	2,000.00	(124.94)	(6.25)
10-01-6810-00	Telephone-Land Line	1,242.94	9,863.02	15,000.00	5,136.98	34.25
10-01-6810-10	Telephone-Cell Phones	915.43	8,048.73	10,800.00	2,751.27	25.47
10-01-6830-00	Alarm Expense	0.00	2,941.68	4,000.00	1,058.32	26.46
10-01-6840-00	Cable	61.31	551.79	700.00	148.21	21.17
	Total Contractual Services	37,190.88	562,864.06	762,600.00	199,735.94	26.19

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Commodities</u>					
10-01-7000-00	71.34	19,769.93	32,000.00	12,230.07	38.22
10-01-7010-00	169.98	1,572.96	2,000.00	427.04	21.35
10-01-7100-00	2,391.48	8,512.83	8,000.00	(512.83)	(6.41)
10-01-7110-00	294.39	2,483.20	3,500.00	1,016.80	29.05
10-01-7200-00	189.32	16,275.38	40,000.00	23,724.62	59.31
10-01-7220-00	2,977.00	17,149.29	27,000.00	9,850.71	36.48
10-01-7220-90	0.00	5,101.31	6,000.00	898.69	14.98
10-01-7230-00	553.46	7,272.15	20,000.00	12,727.85	63.64
10-01-7300-00	24,079.86	40,763.82	55,000.00	14,236.18	25.88
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Commodities	30,726.83	118,900.87	193,500.00	74,599.13	38.55
<u>Other</u>					
10-01-9000-00	157.39	1,537.49	0.00	(1,537.49)	0.00
10-01-9500-60	0.00	200,000.00	200,000.00	0.00	0.00
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Total Other	157.39	201,537.49	200,000.00	(1,537.49)	(0.77)
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Total Expenses	381,577.13	3,856,395.47	5,152,195.00	1,295,799.53	25.15
	<hr/>	<hr/>	<hr/>	<hr/>	
Net Revenue over Expenses	\$ (244,274.90)	\$ 1,505,765.62	\$ 94,792.00	(1,410,973.62)	(1,488.49)
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Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

		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	\$ 0.00	\$ 11,242.51	\$ 11,233.00	(9.51)	(0.08)
	Total Revenues	0.00	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	\$ 0.00	\$ 132.51	\$ 0.00	(132.51)	0.00
<u>Liability Insurance Fund</u>						
<u>Revenues</u>						
40-00-4000-00	Property Tax Revenue	\$ 0.00	\$ 38,646.18	\$ 38,615.00	(31.18)	(0.08)
	Total Revenues	0.00	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	\$ 0.00	\$ 38,646.18	\$ 0.00	(38,646.18)	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

		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	\$ 0.00	\$ 200,257.47	\$ 200,097.00	(160.47)	(0.08)
	Total Revenues	<u>0.00</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>123,518.00</u>	<u>200,097.00</u>	<u>76,579.00</u>	38.27
	Total Personal Services	<u>14,774.00</u>	<u>123,518.00</u>	<u>200,097.00</u>	<u>76,579.00</u>	38.27
	Net Revenue over Expenses	<u><u>\$ (14,774.00)</u></u>	<u><u>\$ 76,739.47</u></u>	<u><u>\$ 0.00</u></u>	<u><u>(76,739.47)</u></u>	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

		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	<u>0.00</u>	<u>42,031.06</u>	<u>35,000.00</u>	<u>(7,031.06)</u>	<u>(20.09)</u>
<u>Expenses</u>						
55-01-5150-00	Foreign Fire Tax	<u>4,995.00</u>	<u>23,699.57</u>	<u>35,000.00</u>	<u>11,300.43</u>	32.29
	Total Personal Services	<u>4,995.00</u>	<u>23,699.57</u>	<u>35,000.00</u>	<u>11,300.43</u>	32.29
	Net Revenue over Expenses	<u><u>\$ (4,995.00)</u></u>	<u><u>\$ 18,331.49</u></u>	<u><u>\$ 0.00</u></u>	<u><u>(18,331.49)</u></u>	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Ten Months Ending February 29, 2024

		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	\$ 2,569.41	\$ 14,230.00	\$ 3,000.00	(11,230.00)	(374.33)
60-00-4900-10	Transfers from Corp Fund	0.00	200,000.00	200,000.00	0.00	0.00
	Total Revenues	<u>2,569.41</u>	<u>214,230.00</u>	<u>203,000.00</u>	<u>(11,230.00)</u>	<u>(5.53)</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>\$ 2,569.41</u>	<u>\$ 13,247.10</u>	<u>\$ (98,000.00)</u>	<u>(111,247.10)</u>	<u>113.52</u>



BOARD OF TRUSTEES:

Kathleen Perkins
President

Denise Pertell
Trustee – Treasurer

Joseph Rogers
Trustee – Secretary

Jeff Carstens
Trustee

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 February 2024

For month of February we responded to 176 calls for service. This is 6 less calls than we responded to in January. February reports indicated that 123 of the calls were for Emergency Medical Service requests and 53 were for fire and rescue calls.

Specialty Team Call Outs/Significant Incidents

1. February 9th – Warrenville units responded to a structure fire in the 2S500 block of Sova Lane in Warrenville. The cause of the fire was determined to be electrical in nature. The building was deemed to be habitable and turned over to the residents once the investigation was completed.
2. February 10th – Warrenville units responded to a structure fire in the 30W100 block of Wildwood Court in Warrenville. The cause of the fire was determined to be caused by careless use of smoking materials. The building was deemed to be uninhabitable as a result of this fire.

Other Items of Interest

1. Chief Dina presented to the St. Irene's Senior Lunch Group. In total, 60 attendees were present.
2. The Illinois Healthcare and Family Services Office of the Inspector General (HFS OIG) completed a virtual video guided visit for Medicaid eligibility.
3. IPRF conducted our semi-annual Loss Control meeting.
4. The Fire Prevention Bureau along with Chiefs, completed a thorough life safety inspection of the Illinois Youth Center.
5. Chief Dina met with DEIB trainer to review training class.
6. Staff personnel attended the City of Warrenville State of the City address.
7. Chief Dina and Fire Marshal Voda gave a fire safety presentation to the Milton Township Seniors and Law Enforcement Together (SALT) group. In total, approximately 30 people attended.
8. Assistant Chief Levy attended the Illinois Pipeline Safety Program in Glen Ellyn.
9. Assistant Chief Levy attended Hazardous Materials Sampling training in Bolingbrook.
10. Chiefs and Financial Analyst Nadeau completed budget review with Sikich.



WARRENVILLE FIRE PROTECTION DISTRICT

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Jeffrey Carstens
Trustee

Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

Logistics Officer's Report to the Trustees - March 2024

Station Maintenance:

- Pending Projects:
 - Elevator repair – awaiting weather change to see if problem persists per administration
 - Cracked window – will quote with Mr. Handyman once there are sufficient building repairs to quote
- On Going Projects:
 - Oven repairs – researching replacement, awaiting administration approval
- Completed Projects:
 - 1st Floor Admin Side toilet leak – repaired
 - Blinds for south kitchen window – installed
 - Door (East side, south door & windows) repair or replacement – repaired

Personal Protective Equipment & Other Assigned Gear:

Please note, logistics does not assist with SCBA equipment.

- Disposed
 - None
- Pending Repairs
 - Pants (2) – awaiting inspection and to be sent out for repair
- Repaired
 - None
- Ordered
 - None
- Other
 - None



WARRENVILLE FIRE PROTECTION DISTRICT

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Trustee – Secretary

Al Thompson
Trustee

Joseph Rogers
Trustee

Andrew Dina
Fire Chief

TRAINING DIVISION REPORT

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

SUBMITTED BY: BILL ZABLER

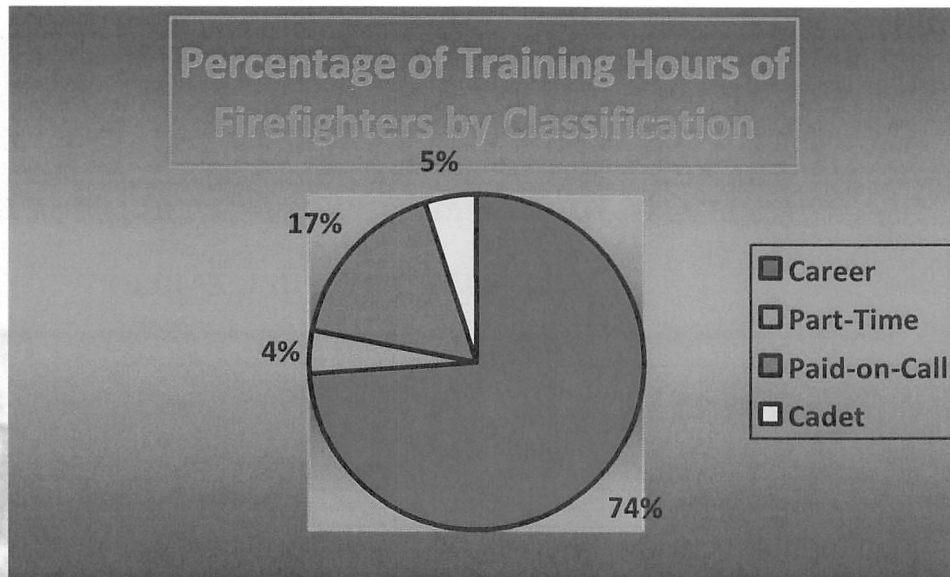
February 2024

The month of February continued to be a lower training hour month. The Monthly MABAS Fire Training was cancelled due to no ice for surface ice rescue. FF Koelper is wrapping up his probation, with a few objectives left to complete. Our 2 fire academy candidates have completed Module A, Reviews came from COD and they are doing great. The Cadets have been working on ground ladders, Vertical & Horizontal Ventilation, and Started Fire Hose Practicals. The weekly training for the Paid-on-Call was Vehicle Stabilization, Surface Ice Training, and Search & Rescue.

Notable Events:

- FF Clark & FF Koelper Completed FSVO Certification.
- FF Sheahan & FF Koelper Cleared to drive Tower Ladder.
- FF Slates & FF LeMaster took a Search & Rescue Class offered by Training Nuggets (National Training Group).
- FF Clark, FF Koelper, & FF Slates took Truck Company Ops @ IFSI in Champaign.
- Working with Local Welder to make modifications to our forcible entry door prop, work to be completed first week of March.
- State Fire Marshal Reimbursement Paperwork completed and submitted. We submitted almost \$26,000 worth of training courses. Likely to received about \$6,000-\$7,000 in reimbursement.

District Training Data:



ISO Training Hours:

<u>Types of Hours</u>	<u>Quantity</u>	<u>Percentage</u>
Firefighter/Company/SCBA	419	52%
Driver/Operator	247	30%
Officer/Fire Prevention	27	3%
Hazardous Materials	74	9%
Special Operations	23	3%
Probationary	20	3%
Total	810	100%

Monthly Training Hour Leaders:

Career	<i>Zach Gloodt</i>	65
Paid-on-Call	<i>Drew Miller</i>	30
Part-Time	<i>Chloe Schaul</i>	43

Total Training Hours by Month:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
1076	810											1886



WARRENVILLE FIRE PROTECTION DISTRICT

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

February Apparatus Report

BOARD OF TRUSTEES:

Kathleen Perkins
President

Denise Pertell
Trustee – Treasurer

Joseph Rogers
Trustee – Secretary

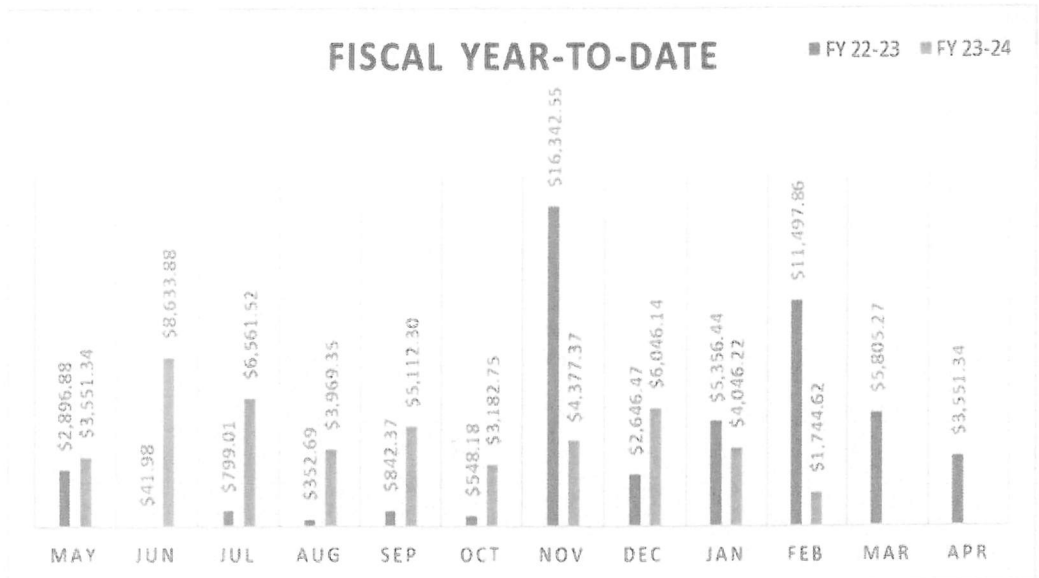
Jeffrey Carstens
Trustee

Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

- 2020 Pierce (E1976) – Replace Kussmaul Auto Charger
- 2019 Ford Explorer (C11) – Repair Flat Tire

2020 Pierce (E1976)	\$ 1,698.87
2019 Ford Explorer (C11)	\$ 45.75
Current Month Total	\$ 1,744.62
Fiscal Year-to-Date Total	\$ 47,225.49
Fiscal Year 23-24 Budget	\$ 65,000.00



Other Items of Interest

- 2012 Dodge Ambulance (M0215) – OOS since 2/12/24 – Oil Leak & Brake Issue
- 2020 Pierce (E1976) – Lrg Diameter Discharge Gasket Replacement (Completed)
- 2016 Ford Explorer (A11) – Exhaust Leak / Muffler Repair (Completed)



Fire Prevention Bureau Report
 2024
 January

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.
3	School Talks/Programs (Bower, Johnson, Hubble)
	Preschool Talks
1	WYFS Quest Hot Shots
2	Pre-Application Meeting w/City

FIRE BUREAU

4	Plan Reviews
	Annual Inspections
16	Re-inspections
	School Inspections
8	Sprinkler hydrostatic test & above ceiling inspections
9	Fire Alarm Test (new, existing and repaired)
9	Final Occupancy permit issued
1/6	KNOX BOX installed/keys acquired or replaced
	Fire Drills
	Fire works
2	Refer to Bureau
75	TCE Reports Reviewed
	New Businesses Inspected

Respectfully,

Carl Voda

Carl Voda
 Fire Marshal



Fire Prevention Bureau Report
2024
February

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

PUB EDUCATION EVENTS

1	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.
7	School Talks/Programs (Bower, Johnson, Hubble)
	Preschool Talks
1	WYFS Quest Hot Shots
1	Talk with Little Friends Adults

FIRE BUREAU

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

Respectfully,

Carl Voda

Carl Voda
Fire Marshal

03/20/2024 Trustee Meeting

PROPOSED non-bargaining unit personnel payroll increases

Position	Current rate 04/30/2024	Proposed rate 05/01/2024	% Increase
Administrative Assistant	\$ 24.38	\$ 25.84	5.9885%
Assistant Fire Chief (<i>salary</i>)	\$ 140,000.00	\$ 148,500.00	6.0714%
Financial Analyst	\$ 27.56	\$ 29.22	6.0232%
Fire Chief (<i>salary</i>)	\$ 150,000.00	\$ 155,000.00	3.3333%
Fire Inspector	\$ 28.00	\$ 28.98	3.5000%
Fire Investigator/Background Checker	\$ 20.00	\$ 21.00	5.0000%
Fire Marshal (<i>salary</i>)	\$ 79,500.00	\$ 82,283.00	3.5006%
GIS Coordinator	\$ 23.86	\$ 24.72	3.6044%
Mechanic	\$ 39.94	\$ 41.32	3.4552%
Photographer	\$ 20.00	\$ 21.00	5.0000%
Part-time/POC shift pay FF/Paramedic	\$ 24.00	\$ 25.00	4.1667%
Part-time/POC shift pay FF/EMT	\$ 20.00	\$ 21.00	5.0000%
POC extended call pay	\$ 20.00	\$ 21.00	5.0000%
POC per call pay	\$ 20.00	\$ 21.00	5.0000%
POC per training pay	\$ 40.00	\$ 42.00	5.0000%
Stipend <i>monthly</i> pay for POC Assistant Chief	\$ 1,370.00	\$ 1,415.00	3.2847%
Stipend <i>monthly</i> pay for POC Captain	\$ 250.00	\$ 260.00	4.0000%
Stipend <i>monthly</i> pay for POC Lieutenant	\$ 200.00	\$ 210.00	5.0000%

EMPLOYMENT CONTRACT

This Employment Contract is made this 17th day of April, 2024, by and between the Board of Trustees of the WARRENVILLE FIRE PROTECTION DISTRICT, DUPAGE COUNTY, ILLINOIS (hereinafter referred to as the "BOARD") and JOSEPH LEVY (hereinafter referred to as "ASSISTANT CHIEF").

Now, therefore, in consideration of the mutual covenants and consideration set forth herein, the BOARD and the ASSISTANT CHIEF hereby agree as follows:

I. TERM OF EMPLOYMENT

The BOARD hereby employs the ASSISTANT CHIEF, and the ASSISTANT CHIEF hereby accepts employment upon the terms and conditions of this Employment Contract for a period of time commencing on May 1, 2024 and terminating on April 30, 2025 unless otherwise extended as set forth in Section XII of this Employment Contract or terminated at an earlier date as provided in Section XI of this Employment Contract.

II. POWERS AND DUTIES

A. The ASSISTANT CHIEF shall be second in command in all aspects of the fire department. The ASSISTANT CHIEF shall serve under the direction of the FIRE CHIEF. The ASSISTANT CHIEF’s duties shall include, but not be limited to:

(1) Meeting and exceeding all duties and requirements of the District’s Assistant Fire Chief Job description (District Policy 01.03.02 as amended);

(2) Assisting the Fire Chief in enforcing all applicable rules and regulations, ordinances, laws, general and special orders, District directives and service contracts; suggesting new or amended regulations, rules and procedures deemed necessary for the welfare of the District;

(3) Maintaining effective working relationships between employees, contract personnel, government officials, and the general public; addressing public groups regarding the activities of the District and promoting public understanding of the District's work; and performing all other duties as directed by the Fire Chief;

(4) Attending meetings, seminars, conferences, etc., at the local, state, national and international level subject to approval by the Fire Chief as provided below; and

(5) In general, performing all duties incumbent to the office of the ASSISTANT CHIEF and such other duties as may be prescribed by the FIRE CHIEF from time to time.

B. The ASSISTANT CHIEF shall comply with all District rules and regulations (and all existing and future amendments thereto) governing the performance and conduct of District employees which do not conflict with the expressed terms of this Employment Contract.

III. HOURS OF WORK AND TIMEKEEPING REQUIREMENTS

A. It is recognized that the ASSISTANT CHIEF must devote a great deal of time outside the normal office hours to business of the District. In order to achieve and maintain a healthy balance between work, family and social lives, the Assistant Chief shall be able to “Flex” his work hours and vary his hours of duty, provided that: the Assistant Chief maintains a schedule of at least 80 hours per 2 week pay period; such schedule accommodates the needs of the Fire District; and the Fire Chief and Assistant Chief coordinate their flex time to avoid concurrent time off.

B. The ASSISTANT CHIEF shall maintain a record of his work time and report his hours worked in the same manner as all other salaried District employees. The ASSISTANT CHIEF shall keep the Fire Chief informed of how he can be reached when off duty and shall carry a cell phone when he is not in District offices.

IV. SALARY

A. During the first year of this Employment Contract, the BOARD shall pay the ASSISTANT CHIEF an annual salary of ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000.00), payable in biweekly installments. The salary of the ASSISTANT CHIEF may be adjusted by the written agreement of the parties, but in no event, shall such adjustment result in a decrease in the ASSISTANT CHIEF’s salary. Such salary adjustment shall be construed to be an amendment to the salary provision of

this Employment Contract, but shall not otherwise affect the provisions of this Employment Contract.

B. Subject to applicable law, the ASSISTANT CHIEF may choose to allot a portion of his annual salary to a tax shelter or other type of annuity, as permitted and limited by law.

V. OTHER BENEFITS

A. The ASSISTANT CHIEF shall receive term life insurance coverage in an amount equal to \$20,000.

B. To remain consistent with current vacation accruals, the ASSISTANT CHIEF shall earn four (4) weeks of paid vacation annually. Vacation allowances are earned annually on the first day of the contract year basis for use during the contract year. Vacation time shall be taken within twelve (12) months of the calendar year in which it is earned, except with BOARD approval on a year by year basis. The scheduling of any vacation time in excess of five (5) days shall require prior notification of the Fire Chief.

C. The ASSISTANT CHIEF shall receive the same holiday days as provided to the other full-time District employees plus one (1) personal day annually.

D. The ASSISTANT CHIEF shall accrue sick leave monthly at the rate of one (1) day per month worked (for a total of 12 days annually). Unused sick leave days may accumulate up to 60 days.

E. The ASSISTANT CHIEF shall be entitled to up to two (2) consecutive workdays off without loss of pay in the event of the death of a family member (as defined in the CBA for full-time sworn members). The ASSISTANT CHIEF may take additional days off, which will be credited against his sick leave, where necessary to attend to business related to the deaths of the family members.

F. The ASSISTANT CHIEF shall receive an annual clothing allowance not to exceed \$550 per year.

G. The BOARD shall provide the ASSISTANT CHIEF with an automobile for the exclusive use of the ASSISTANT CHIEF and the BOARD shall pay for the expenses of operation thereof; including fuel, regular maintenance, and necessary repairs. The ASSISTANT CHIEF agrees to use such vehicle in connection with the business of

the District and not to operate said vehicle outside the State of Illinois without prior authorization of the BOARD. The vehicle will be made available when the ASSISTANT CHIEF establishes residency within the District.

H. The BOARD shall purchase the ASSISTANT CHIEF a mobile phone acceptable to both parties and a service plan to be used for District business.

I. The ASSISTANT CHIEF shall remain enrolled in the Warrenville FPD Firefighters' Pension Fund.

J. The ASSISTANT CHIEF shall be entitled to participate in the District's Volunteer Employment Benefits Association (VEBA) plan on the same basis as other District full-time employees.

K. The aforementioned benefits may be adjusted and new benefits may be added during the term of this Employment Contract by written agreement of the parties. Such adjustments and additions shall be construed to be an amendment to the benefits provision of the Employment Contract, but shall not otherwise affect the provisions of this Employment Contract.

VI. PARTICIPATION IN PROFESSIONAL AND COMMUNITY ACTIVITIES

A. The ASSISTANT CHIEF shall attend appropriate professional meetings at the local, state and national level, the expenses of attendance to be incurred by the District, upon the prior approval of the Fire Chief.

B. The ASSISTANT CHIEF shall devote his entire employment time, attention and energy to the District and related professional and community activities and shall not, during the term of this Employment Contract, engage in any other business activity whether or not such business activity is pursued for gain, profit or other pecuniary advantage, without the advance permission of the Fire Chief and BOARD.

VII. RESIDENCY

The ASSISTANT CHIEF shall maintain his personal residence within the boundaries of the District for so long as this Employment Contract is in force.

VIII. MEDICAL EXAMINATIONS

The BOARD shall have the right to require the ASSISTANT CHIEF to submit to comprehensive medical examinations, either physical or mental, whenever the BOARD deems that such an examination is necessary. Such examinations shall be performed by licensed medical professionals selected and paid for by the BOARD. The ASSISTANT CHIEF shall cooperate fully with the BOARD in submitting to examinations required by it and in authorizing any releases necessary for the BOARD to obtain the results of said examinations.

IX. PERFORMANCE EVALUATIONS

The ASSISTANT CHIEF's performance shall be appraised by the Fire Chief and a written evaluation of that performance given to the ASSISTANT CHIEF no later than March 31. After such evaluation, the parties may schedule a meeting to review the evaluation and determine, if necessary, the terms and conditions of the continued future employment of the ASSISTANT CHIEF.

X. INDEMNIFICATION

The BOARD agrees that it shall defend, hold harmless, and indemnify the ASSISTANT CHIEF from any and all demands, claims, suits, actions, and legal proceedings brought against the ASSISTANT CHIEF in his individual capacity, or in his official capacity as agent and employee of the District, provided the matter arose while the ASSISTANT CHIEF was acting within the course and scope of his authority as ASSISTANT CHIEF of the District. This indemnification obligation shall be the responsibility of the BOARD in its official capacity as a legal entity and in no case shall individual BOARD members be deemed to be personally liable for indemnifying the ASSISTANT CHIEF against any such demands, claims, suits, actions, and legal proceedings. If, in the good faith opinion of the ASSISTANT CHIEF, a conflict exists between himself and the BOARD with respect to the defense of any claim asserted by an outside third party, the ASSISTANT CHIEF may, with prior notice to the BOARD, engage counsel to represent him at the BOARD's expense; provided, however, the BOARD shall not be required to pay for attorneys' fees or the costs of any legal

proceedings in matters where the BOARD and the ASSISTANT CHIEF are adverse parties.

XI. TERMINATION

A. This Employment Contract shall remain in full force and effect from the date it is executed by both parties until it is terminated pursuant to subsection XI(B) or XI(C) below. Upon termination of this Employment Contract, the ASSISTANT CHIEF's employment with the District as ASSISTANT CHIEF shall cease. Except as otherwise required by law, or otherwise provided for in this Employment Contract, no benefits, duties or obligations within this Employment Contract shall survive its termination.

B. This Employment Contract and the ASSISTANT CHIEF employment relationship with the BOARD shall terminate in any of the following events:

- (1) On April 30, 2025 (unless extension granted per Section XII);
- (2) By mutual written agreement between the ASSISTANT CHIEF and the BOARD;
- (3) By the ASSISTANT CHIEF, provided that the ASSISTANT CHIEF provides the BOARD with at least ninety (90) days advance written notice of termination;
- (4) By disability, as certified by a physician, which renders the ASSISTANT CHIEF unable to perform the essential duties of his position; or
- (5) Upon the death or retirement of the ASSISTANT CHIEF.

C. The BOARD may terminate this Employment Contract (thus discharging the ASSISTANT CHIEF from this appointment) when, in the BOARD's sole judgment, cause exists. "Cause" as used herein is defined as conduct which is detrimental to the District, including but not limited to neglect of duty, breach of contract or gross misconduct. Prior to terminating this Employment Contract for cause, the BOARD will provide the ASSISTANT CHIEF with written notice of the reason(s) why such termination is under consideration and provide the ASSISTANT CHIEF with the opportunity to appear before the BOARD to discuss such matters before any final decision is reached. If the ASSISTANT CHIEF chooses to be accompanied by legal

counsel, he shall be responsible for his own attorneys' fees or costs. Such meeting shall be conducted in closed session. At the conclusion of such meeting, the BOARD shall make a determination as to whether there is cause for termination.

D. Upon termination of this Contract, the ASSISTANT CHIEF agrees to cooperate with the BOARD in providing all District property in his possession to the BOARD President, including but not limited to the following: keys, uniforms, equipment, computers (with all data and passwords), as well as any other information necessary to operate the District to ensure the proper uninterrupted continuance of District functions.

E. In the event this Employment Contract expires pursuant to Section XI(B)(1) but not for any of the other events listed in Section XI(B) above, the ASSISTANT CHIEF shall be returned to his highest tested rank without regard to whether there is a vacancy in that rank.

XII. EXTENSION OF EMPLOYMENT CONTRACT

The Parties agree that this Employment Contract may be automatically extended for additional one-year periods by vote of the BOARD with the consent of the ASSISTANT CHIEF without need for execution of a new employment contract.

XIII. NOTICE

Any notice required to be given under this Employment Contract shall be deemed sufficient if it is in writing and sent by certified mail to the residence of the ASSISTANT CHIEF or the President of the BOARD at the Warrenville Fire Protection District headquarters.

XIV. SAVINGS CLAUSE

In the event, any section or portion of this Employment Contract shall be held invalid or unenforceable by any agency or court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, such decision or legislation shall apply only to the specific section or portion thereof specifically affected by such decision or legislation and the remaining sections or portions of this Employment Contract shall remain in full force and effect.

XV. ENTIRE AGREEMENT

This Employment Contract contains the complete and entire agreement between the BOARD and the ASSISTANT CHIEF and supersedes all prior agreements and understandings, whether oral or written, with respect to the ASSISTANT CHIEF's employment with the BOARD. This Employment Contract may be changed only by an agreement in writing signed by the ASSISTANT CHIEF and the BOARD.

IN WITNESS WHEREOF, the parties have executed this Employment Contract (consisting of 8 pages) on this 17th day of April, 2024.

ASSISTANT CHIEF

**WARRENVILLE
FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES**

By: _____
JOSEPH LEVY

By: _____
PRESIDENT

By: _____
SECRETARY

EMPLOYMENT CONTRACT

This Employment Contract is made this 17th day of April, 2024, by and between the Board of Trustees of the WARRENVILLE FIRE PROTECTION DISTRICT, DUPAGE COUNTY, ILLINOIS (hereinafter referred to as the "BOARD") and ANDREW DINA (hereinafter referred to as "FIRE CHIEF").

Now, therefore, in consideration of the mutual covenants and consideration set forth herein, the BOARD and the FIRE CHIEF hereby agree as follows:

I. TERM OF EMPLOYMENT

The BOARD hereby employs the FIRE CHIEF, and the FIRE CHIEF hereby accepts employment upon the terms and conditions of this Employment Contract for a period of time commencing on May 1, 2024 and terminating on April 30, 2025, unless otherwise extended as set forth in Section XII of this Employment Contract or terminated at an earlier date as provided in Section XI of this Employment Contract.

II. POWERS AND DUTIES

A. The FIRE CHIEF shall be in charge of all aspects of the fire department. The FIRE CHIEF shall serve as the department's executive officer under the direction of the BOARD. The FIRE CHIEF's duties shall include, but not be limited to:

(1) Meeting and exceeding all duties and requirements of the District's Fire Chief job description (District Policy 01.03.01, as amended);

(2) Enforcing all applicable rules and regulations, ordinances, laws, general and special orders, District directives and service contracts; suggesting new or amended regulations, rules and procedures deemed necessary for the welfare of the District;

(3) Maintaining effective working relationships between employees, contract personnel, government officials, and the general public; addressing public groups regarding the activities of the District and promoting public understanding of the District's work; maintaining liaison with the Board of Trustees;

(4) Attending meetings, seminars, conferences, etc., at the local, state, national and international level subject to approval by the BOARD as provided below; and

(5) In general, performing all duties incumbent to the office of the FIRE CHIEF and such other duties as may be prescribed by the BOARD from time to time.

B. The FIRE CHIEF also shall be responsible for communicating with the BOARD on a regular and continuing basis so they are advised on a timely basis of matters which might require policy guidance. Communications shall include but not be limited to attendance at all BOARD meetings (unless otherwise directed) and submission to the BOARD a monthly and annual reports on the status of the District.

C. The FIRE CHIEF shall comply with all District rules and regulations (and all existing and future amendments thereto) governing the performance and conduct of District employees which do not conflict with the expressed terms of this Employment Contract.

III. HOURS OF WORK AND TIMEKEEPING REQUIREMENTS

A. It is recognized that the FIRE CHIEF must devote a great deal of time outside the normal office hours to business of the District. In order to achieve and maintain a healthy balance between work, family and social lives, the Fire Chief shall be able to “Flex” his work hours and vary his hours of duty, provided that: the Fire Chief maintains a schedule of at least 80 hours per 2 week pay period; such schedule accommodates the needs of the Fire District; and the Fire Chief and Assistant Fire Chief coordinate their flex time to avoid concurrent time off.

B. The FIRE CHIEF shall maintain a record of his work time and report his hours worked in the same manner as all other salaried District employees. The FIRE CHIEF shall keep the District informed of how he can be reached when off duty and shall carry a cell phone when he is not in District offices.

IV. SALARY

A. During the first year of this Employment Contract, the BOARD shall pay the FIRE CHIEF an annual salary of ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.00), payable in biweekly installments. The salary of the FIRE CHIEF may be adjusted by the written agreement of the parties, but in no event, shall such adjustment

result in a decrease in the FIRE CHIEF's salary. Such salary adjustment shall be construed to be an amendment to the salary provision of this Employment Contract, but shall not otherwise affect the provisions of this Employment Contract.

B. Subject to applicable law, the FIRE CHIEF may choose to allot a portion of his annual salary to a tax shelter or other type of annuity, as permitted and limited by law.

V. OTHER BENEFITS

A. The FIRE CHIEF shall receive term life insurance coverage in an amount equal to \$20,000.

B. The FIRE CHIEF shall be entitled to a monthly stipend of \$150 per month for each month that he does not utilize the District's health, vision, or dental insurance plans. This stipend is treated as salary to the FIRE CHIEF.

C. The FIRE CHIEF shall earn three (3) weeks of paid vacation annually. Vacation allowances are earned annually on the first day of the contract year basis for use during the contract year. Vacation time shall be taken within twelve (12) months of the calendar year in which it is earned, except with BOARD approval on a year by year basis. The scheduling of any vacation time in excess of five (5) days shall require prior notification of the BOARD.

D. The FIRE CHIEF shall receive the same holiday days as provided to the other full-time District employees plus one (1) personal day annually.

E. The FIRE CHIEF shall accrue sick leave monthly at the rate of one (1) day per month worked (for a total of 12 days annually). Unused sick leave days may accumulate up to 60 days.

F. The FIRE CHIEF shall be entitled to up to two (2) consecutive workdays off without loss of pay in the event of the death of a family member (as defined in the CBA for full-time sworn members). The FIRE CHIEF may take additional days off, which will be credited against his sick leave, where necessary to attend to business related to the deaths of the family members.

G. The FIRE CHIEF shall receive an annual clothing allowance not to exceed \$550 per year.

H. The BOARD shall provide the FIRE CHIEF with an automobile for the exclusive use of the FIRE CHIEF and the BOARD shall pay for the expenses of operation thereof; including fuel, regular maintenance, and necessary repairs. The FIRE CHIEF agrees to use such vehicle in connection with the business of the District and not to operate said vehicle outside the State of Illinois without prior authorization of the BOARD.

I. The BOARD shall purchase the FIRE CHIEF a mobile phone acceptable to both parties and a service plan to be used for District business.

J. The FIRE CHIEF shall be enrolled in the Warrenville FPD Firefighters' Pension Fund retroactive to July 29, 2020.

K. The FIRE CHIEF shall be entitled to participate in the District's Volunteer Employment Benefits Association (VEBA) plan on the same basis as other District full-time employees.

L. The aforementioned benefits may be adjusted and new benefits may be added during the term of this Employment Contract by written agreement of the parties. Such adjustments and additions shall be construed to be an amendment to the benefits provision of the Employment Contract, but shall not otherwise affect the provisions of this Employment Contract.

VI. PARTICIPATION IN PROFESSIONAL AND COMMUNITY ACTIVITIES

A. The FIRE CHIEF shall attend appropriate professional meetings at the local, state and national level, the expenses of attendance to be incurred by the District, upon the prior approval of the BOARD.

B. The FIRE CHIEF shall devote his entire employment time, attention and energy to the District and related professional and community activities and shall not, during the term of this Employment Contract, engage in any other business activity whether or not such business activity is pursued for gain, profit or other pecuniary advantage. With the advance permission of the BOARD in specific instances, the FIRE CHIEF may (1) attend university courses, seminars or other professional growth activities; (2) serve as a consultant to another district or professional or governmental agency for short-term duration without loss of salary; (3) lecture, and (4) engage in writing activities and speaking engagements.

VII. RESIDENCY

The FIRE CHIEF shall maintain his personal residence within the boundaries of the District for so long as this Employment Contract is in force.

VIII. MEDICAL EXAMINATIONS

The BOARD shall have the right to require the FIRE CHIEF to submit to comprehensive medical examinations, either physical or mental, whenever the BOARD deems that such an examination is necessary. Such examinations shall be performed by licensed medical professionals selected and paid for by the BOARD. The FIRE CHIEF shall cooperate fully with the BOARD in submitting to examinations required by it and in authorizing any releases necessary for the BOARD to obtain the results of said examinations.

IX. PERFORMANCE EVALUATIONS

The BOARD and FIRE CHIEF agree that periodically they shall mutually discuss and evaluate their working relationship, rapport and understanding. The FIRE CHIEF's performance shall be appraised by the BOARD and a written evaluation of that performance given to the FIRE CHIEF no later than March 31. After such evaluation, the parties may schedule a meeting to review the evaluation and determine, if necessary, the terms and conditions of the continued future employment of the FIRE CHIEF.

X. INDEMNIFICATION

The BOARD agrees that it shall defend, hold harmless, and indemnify the FIRE CHIEF from any and all demands, claims, suits, actions, and legal proceedings brought against the FIRE CHIEF in his individual capacity, or in his official capacity as agent and employee of the District, provided the matter arose while the FIRE CHIEF was acting within the course and scope of his authority as FIRE CHIEF of the District. This indemnification obligation shall be the responsibility of the BOARD in its official capacity as a legal entity and in no case shall individual BOARD members be deemed to be personally liable for indemnifying the FIRE CHIEF against any such demands, claims,

suits, actions, and legal proceedings. If, in the good faith opinion of the FIRE CHIEF, a conflict exists between himself and the BOARD with respect to the defense of any claim asserted by an outside third party, the FIRE CHIEF may, with prior notice to the BOARD, engage counsel to represent him at the BOARD's expense; provided, however, the BOARD shall not be required to pay for attorneys' fees or the costs of any legal proceedings in matters where the BOARD and the FIRE CHIEF are adverse parties.

XI. TERMINATION

A. This Employment Contract shall remain in full force and effect from the date it is executed by both parties until it is terminated pursuant to subsection XI(B) or XI(C) below. Upon termination of this Employment Contract, the FIRE CHIEF's employment with the District shall cease. Except as otherwise required by law, or otherwise provided for in this Employment Contract, no benefits, duties or obligations within this Employment Contract shall survive its termination.

B. This Employment Contract and the FIRE CHIEF employment relationship with the BOARD shall terminate in any of the following events:

- (1) On April 30, 2025 (unless extension granted per Section XII);
- (2) By mutual written agreement between the FIRE CHIEF and the BOARD;
- (3) By the FIRE CHIEF, provided that the FIRE CHIEF provides the BOARD with at least ninety (90) days advance written notice of termination;
- (4) By disability, as certified by a physician, which renders the FIRE CHIEF unable to perform the essential duties of his position; or
- (5) Upon the death or retirement of the FIRE CHIEF.

C. The BOARD may terminate this Employment Contract (thus discharging the FIRE CHIEF) when, in the BOARD's sole judgment, cause exists. "Cause" as used herein is defined as conduct which is detrimental to the District, including but not limited to neglect of duty, breach of contract or gross misconduct. Prior to terminating this Employment Contract for cause, the BOARD will provide the FIRE CHIEF with written notice of the reason(s) why such termination is under consideration and provide the FIRE CHIEF with the opportunity to appear before the BOARD to discuss such matters before any final decision is reached. If the FIRE CHIEF chooses to be accompanied by legal

counsel, he shall be responsible for his own attorneys' fees or costs. Such meeting shall be conducted in closed session. At the conclusion of such meeting, the BOARD shall make a determination as to whether there is cause for termination.

D. Upon termination of this Contract, the FIRE CHIEF agrees to cooperate with the BOARD in providing all District property in his possession to the BOARD President, including but not limited to the following: keys, uniforms, equipment, computers (with all data and passwords), as well as any other information necessary to operate the District to ensure the proper uninterrupted continuance of District functions.

XII. EXTENSION OF EMPLOYMENT CONTRACT

The Parties agree that this Employment Contract may be automatically extended for one additional year by vote of the BOARD with the consent of the FIRE CHIEF without need for execution of a new employment contract.

XIII. NOTICE

Any notice required to be given under this Employment Contract shall be deemed sufficient if it is in writing and sent by certified mail to the residence of the FIRE CHIEF or the President of the BOARD at Fire Station One.

XIV. SAVINGS CLAUSE

In the event, any section or portion of this Employment Contract shall be held invalid or unenforceable by any agency or court of competent jurisdiction or by reason of any existing or subsequently enacted legislation, such decision or legislation shall apply only to the specific section or portion thereof specifically affected by such decision or legislation and the remaining sections or portions of this Employment Contract shall remain in full force and effect.

XV. ENTIRE AGREEMENT

This Employment Contract contains the complete and entire agreement between the BOARD and the FIRE CHIEF and supersedes all prior agreements and understandings, whether oral or written, with respect to the FIRE CHIEF's employment with the BOARD.

This Employment Contract may be changed only by an agreement in writing signed by the FIRE CHIEF and the BOARD.

IN WITNESS WHEREOF, the parties have executed this Employment Contract (consisting of 8 pages) on this 17th day of April, 2024.

FIRE CHIEF

**WARRENVILLE
FIRE PROTECTION DISTRICT
BOARD OF TRUSTEES**

By: _____
ANDREW DINA

By: _____
PRESIDENT

By: _____
SECRETARY

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

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. 		

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. 		

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. 	(\$791.08)	(\$791.08)
Monthly Subtotal:	\$1,195.86	

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"> <input type="radio"/> Advanced Monitoring & Management. <input type="radio"/> Endpoint Detection and Response (EDR). <input type="radio"/> Operating System patch management. <input type="radio"/> Single click remote access tool. <input type="radio"/> 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:
Ntiva, Inc
 Aaron Michalski
 aaron.michalski@ntiva.com

Prepared for:
Warrenville Fire Protection District
 3S472 Batavia Rd
 Warrenville, IL 60555
 Andrew Dina
 (630) 393-1381
 dinaa@warrenvillefire.com

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: _____



Warrenville FD AYCE
for Warrenville Fire Department



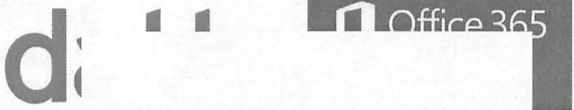
CONSULTING



NETGEAR



NETWORKS



WEBROOT



RUSSOUND



CARBONITE

Microsoft



Add New Domain

Merrillville, IN
(219) 501-3366
hts@htspsc.net

HTS - Solution Stack

- Computer Hardware: HP, Lenovo
- Printers: HP
- Software: Microsoft
- Firewall: SonicWall
- Virus: Webroot
- SPAM: Securance, Barracuda
- Email Archive: Securance
- Cameras: Hikvision, Axis, Milestone
- Door Access: Axis, SecureKey
- Router/switch: Netgear, Cisco
- BDR: Datto
- Backup: Carbonite, Acronis
- Cloud Computing: Green Cloud
- Hosted Email: Office 365, Securance
- Power: APC
- Virtual: MS Hyper V, VMware
- VoIP: Allworx
- Wireless: Ubiquiti, Sonicwall
- AV: Russound, XM for Business





IT SERVICES FOR MSP

All-you-can-eat (AYCE) Services:

- AYCE Help Desk Support
- AYCE Remote Remediation
- AYCE On-site Support for Remediation
- 1-hour response time

Proactive Maintenance:

- 7x24x365 proactive network health monitoring
- 24x7x365 call center
- Server, PC, Laptop (MSP) Patching
- AntiVirus/Anti-malware updates
- "Live" Firewall monitoring
- Firewall updates
- Switch updates
- Email Security

Vendor Management

- Line of business Applications support
- Contract renewal negotiations
- Services cost comparison

vCIO Services:

- Technology Road Mapping/Budget Forecasting
- Asset Inventory Management
- Internet/Voice services Audits
- Policy Development

Security Operation Center (SOC) Services:

- Intrusion Detection Monitoring
- Risk Assessments
- Security Awareness Training and Testing
- Compliance services for PCI, HIPAA, FDIC and PFI
- DDoS Monitoring
- Security Policy Development
- Multifactor Authentication
- Security Incident Response Services

Cloud Services:

- Private and Shared Cloud Servers
- Sharepoint
- Office 365/One Drive
- Hosted email

Backup & Recovery:

- Network Attached Storage (NAS)
- Storage Area Networks (SAN)
- Backup/Disaster Recover Systems (BDR)
- 24x7 backup monitoring
- Disaster Recovery Testing
- Disaster Recovery Policy Development
- Encrypted backups
- SOC 1, SOC 2, HIPAA, ISO, PCI, NIST compliance data centers



HERITAGE TECHNOLOGY SOLUTIONS

Crestwood, IL
(708) 597-5005
www.htspc.net

Merrillville, IN
(219) 501-3366
hts@htspc.net





Heritage Technology Solutions

13600 S. Kenton Ave

Crestwood, IL 60445

Phone: (708) 597-5005 Fax: (708) 597-5091

www.htspc.net

QUOTE

Number
Date

HTSQ4546
2/19/2024

Sold To	Ship To	Your Sales Rep
Warrenville Fire Department Andy Dina 35472 Batavia Rd Warrenville, IL 60555 United States Phone (630) 857-0298 Fax	 Phone Fax	Ron Valdez ron.valdez@htspc.net

Qty	Description	Unit Price	Ext. Price
14	Virtual IT Partner All You Can Eat - Per User, Onsite and Remote 24x7 monitoring, 8x5 support, HD, Remote and ONSITE included	\$99.00	\$1,386.00
18	Fortify Security EDR	\$0.00	\$0.00
60	Hosted Exchange Anti-Spam Service up to 60 mailboxes monthly . Additional Mailboxes \$3/mo	\$0.00	\$0.00
60	Hosted Exchange Phishing Filtering up to 60 additional mailboxes \$3 Monthly	\$0.00	\$0.00
4	Virtual IT Partner Server	\$75.00	\$300.00
1	Back up, Disaster Recovery Server License for 4 servers Appliance S5-3 included with 3 year Commitment or \$2279 with one year commitment	\$539.00	\$539.00
1	Annual online Cyber Security Training	\$0.00	\$0.00
Please contact me if I can be of further assistance. Final pricing pending Network Review By HTS. Back up Disaster Recovery Appliance S5-3 included with 3 year Commitment or \$2279 with one year commitment		SubTotal	\$0.00
Monthly Recurring Services Cost: \$2,225.00		Total (less tax and freight)	\$0.00

Signature: _____

Date: _____

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.

HTS Virtual IT Agreement Unlimited Support, VCIO Services and 24x7 monitoring

Term of Agreement

This Agreement between Warrenville Fire Department, herein referred to as Client and Heritage Technology Solutions, hereinafter referred to as Service Provider, is effective and shall remain in force for a period of Year(s) from the effective date. The Service Agreement automatically renews for a subsequent One Year term beginning on the day immediately following the end of the Initial Term unless either party gives the other 60 days prior written notice of its intent not to renew this Agreement.

This Agreement may be terminated by either party upon sixty (60) days written notice if the other Party:

- Fails to fulfill in any material respect its obligations under this Agreement and does not cure such failure within thirty (30) days of receipt of such written notice.
- Breaches any material term or condition of this Agreement and fails to remedy such breach within thirty (30) days of receipt of such written notice.
- Terminates or suspends its business operations, unless a permitted assignee succeeds it under this Agreement.

Fees and Payment Schedule

Fees will be \$2,225.00 per month, invoiced to Client every quarter, and will become due and payable on the first day of each Quarter. Customer will be advised in writing of services that will be suspended if payment is not provided for in advance of effective date.

Monthly fee is based on amount of network users and by HTS network assessment. Only items documented as a result of the assessment are included in the monthly fee. Any other variations that are discovered during the performance of the agreement may result in additional charges.

In addition, a one-time \$0 on-boarding setup fee is required to begin this agreement. On boarding fee will be waived.

EARLY TERMINATION

If either party terminates this Agreement, Service Provider will assist Client in the orderly termination of services. Client agrees to pay Service Provider the actual costs of rendering such assistance. Termination fees are as follow:

1 year contract - 1 month of fees apply as early termination penalty

2 year contract - 2 months if leave in 1st year; 1 month if leave during in 2nd year

3 year contract - 3 months if leave 1st year; 2 months 2nd year; 1 month during 3rd year

Fees are based on current feeds at the time of termination. This includes original agreement and any sub agreements for additional services (email/backup/etc.)

Deposits and Payment Terms

Payment terms for services are due on receipt of invoice.

For product and project services, payment of 100% of hardware and 50% of labor is due upon order, balance of labor due upon completion of services.

For all service agreement and software licensing sales, payment of 100% is due upon order and must be paid in full prior to effective date.

Recurring services will be billed 2 months before the start date of service and payment is due before the start date. Services may be suspended if payment is not received before the noted start date of service.

Invoices not paid within 30 days are subject to a 1.5% monthly interest rate.

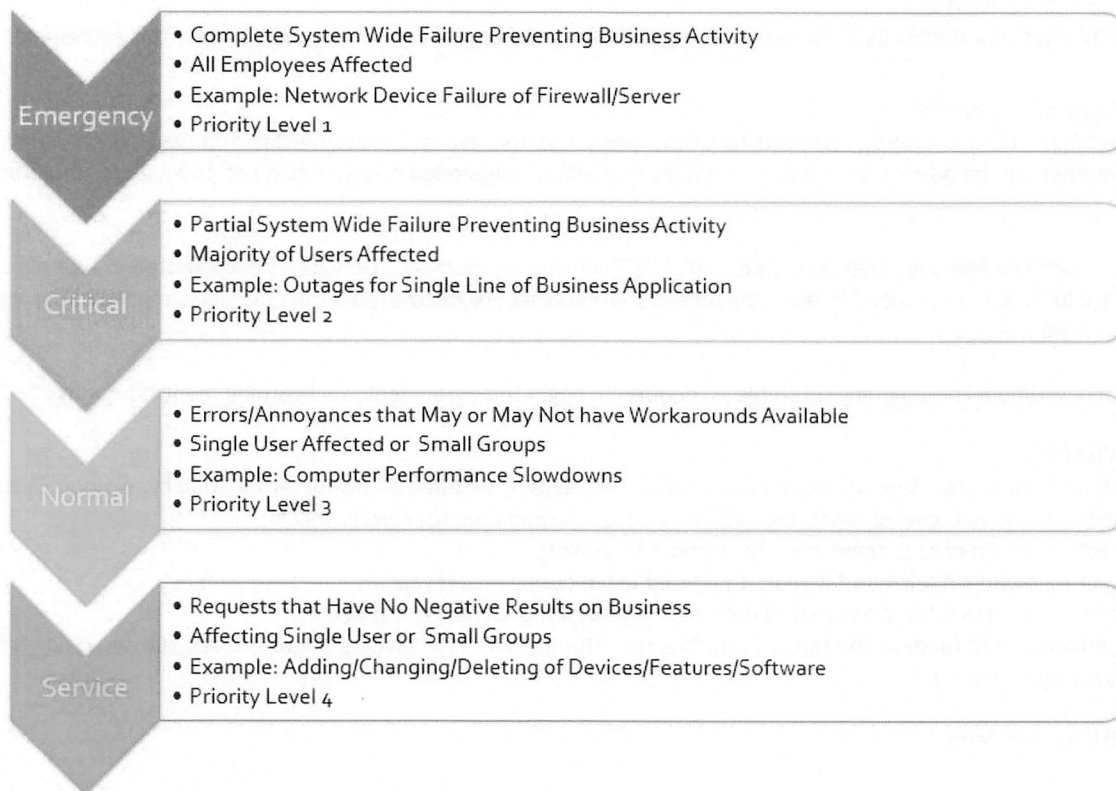
Taxes

It is understood that any Federal, State or Local Taxes applicable shall be added to each invoice for services or materials rendered under this Agreement. Client shall pay any such taxes unless a valid exemption certificate is furnished to Service Provider for the state of use.

Coverage

Managed Network Support of Client's IT network as defined will be provided to the Client by Service Provider through remote services Network Monitoring Services will be provided 24/7/365 with auto alerting to our network operation center. All services qualifying under these conditions, as well as services that fall outside this scope, will fall under the provisions of this agreement. Hardware costs are not covered under the terms of this Agreement.

Service Response Prioritization



Support and Escalation

Service Provider will respond to Client's Trouble Tickets under the provisions of this agreement, and with best effort after hours or on holidays. Trouble Tickets must be opened by Client's designated I.T. Contact Person, by email to our Help Desk, or by phone if email is unavailable. Each call will be assigned a Trouble Ticket number for tracking. Any issues reported by the on-going Network Monitoring service will be addressed by the Service Provider without the need of the client's request under the terms of this contract.

Service outside Normal Working Hours

Emergency services performed outside of the hours of 8:30 am - 4:30 pm Monday through Friday, excluding public holidays, will be provided upon availability. After hours emergency phone number is 800-792-3874

Remote Access:

HTS shall have full access to Customer's Equipment without charge to HTS that is necessary for HTS to render services hereunder. Remote access to Customer's Equipment is required and is based on HTS standard recommended remote access methods. Customer agrees to notify HTS promptly following the discovery of any Error(s) or Equipment Malfunction. Further, upon discovery of an Error, the Customer agrees, if requested by HTS, to submit to HTS a listing of output and any other data that HTS may require in order to reproduce the problem and the operating conditions under which the Error or Equipment Malfunction occurred or was discovered. Customer shall be responsible for ensuring that, prior to HTS being given access to the Equipment, all of its files are adequately duplicated on a current basis ("backed-up") in accordance with the highest and most up-to-date standards, including storage of backup files on transportable media stored at a remote location, and Customer shall hold HTS harmless against any loss of data caused by Customer's failure to do so.

If remote remediation is not successful an on-site service call will be scheduled at no charge per the covered items and terms under this agreement. In addition, an on-site consultation and review of services will be scheduled periodically (no charge) to discuss the network operations, discuss any unreported issues and to recommend any improvements to the network operations.

Not Part of Coverage

It is understood that any and all services requested by the client that fall outside of the terms of this agreement will be considered projects, and will be billed as separate, individual Services.

Limitation of Liability

Neither party will be liable to the other party under this master agreement or any service order for lost profits, lost time, loss of use, lost data or lost opportunity or for any indirect, incidental, consequential, exemplary, punitive or special losses or damages, including without limitation damages for lost profits, lost data or loss of use regardless of the form of action, whether in contract, tort or otherwise even if such party has been advised of the possibility of such damages.

This warranty is in lieu of all other warranties, including those that might otherwise be Statutes.

Warranties

HTS shall perform the Services: (a) in accordance with the performance standards or other specifications set forth in the applicable Service Order, and (b) in a good and professional manner following industry standards. Except as set forth in this master agreement or any service order, HTS makes no warranties on the services and disclaims all other warranties, express or implied, including warranties of title, merchantability and fitness for a particular purpose. The only warranties and/or guarantees provided to the client are those who may be provided by the manufacturer. Client's sole remedies for any failure by HTS to provide conforming work shall be one reperformance of the work at the expense of HTS and termination of the applicable service order. No actions taken by HTS to correct work that is in excess of these remedies shall create any new or additional rights in client or act as a waiver by HTS of any of its contractual rights or remedies.

Independent Contractor

HTS is providing the Services to Client as an independent contractor and does not assume responsibility for the business and operations of Client. HTS and its employees and agents are not employees of Client for any purpose whatsoever.

Additional Maintenance Services

Hardware/System Support

Service Provider shall provide support of all hardware and systems specified in agreement, provided that all Hardware is covered under a currently active Vendor Support Contract, or replaceable parts are readily available, and all Software be Genuine, Currently Licensed and Vendor-Supported. Should any hardware or systems fail to meet these provisions, they will be excluded from this Service Agreement. Should 3rd Party Vendor Support Charges be required in order to resolve any issues, these will be passed on to the Client.

Monitoring Services

Service Provider will provide ongoing monitoring, daily remediation, daily maintenance, and security services of all critical devices. Service Provider will provide monthly reports as well as document critical alerts, scans and event resolutions to Client. Should a problem be discovered during monitoring, Service Provider shall make every attempt to rectify the condition promptly through remote

means.

Virtual Chief Information Officer (VCIO) Services to include:

- **Periodic Account Review**
Heritage Technology Solutions prepares and delivers a report on at most, a quarterly basis, outlining all services performed, current customer business initiatives/projects, timelines/status for existing projects, and recommendations moving forward.
- **Project Ownership**
Heritage Technology Solutions will provide management of IT related projects, focusing on project deliverables and success by “owning” the project and providing a single point of contact and accountability.
- **Strategic Guidance/Planning**
Heritage Technology Solutions will provide a neutral resource to assist in strategic planning and decision making. This includes but not limited to:
 - **Introduction to new technology systems and services**
 - **IT Nation support and resources from Evolve integrators in a variety of market places.**
 - **Technology budget and planning.**

Resource Mentorship/Augmentation

Heritage Technology Solutions will act as an “as-needed” resource to mentor existing internal IT resources. They can also provide assistance/guidance for areas/times where existing resources have either skillset or availability gaps.

State and FDIC IT Examination Support

HTS provides support, guidance and recommendations for IT examinations including completing pre-exam documentation, network diagramming, report generation, Q&A sessions with examiners, findings resolutions and bank responses. This is complimented with assistance in policy development and implementation services.

- **Compliance**
Heritage Technology Solutions is not a certified compliance provider and does not offer certified compliance services of any kind -including but not limited to - assessments, audits, and consulting. This includes but is not limited to compliance-related to the areas involving HIPAA, PCI, and GLBA. It is recommended that you engage with a 3rd party certified compliance provider for any of these needs.
- **3rd Party Vendor Management**
Heritage Technology Solutions will communicate with all of your technology vendors including your phone and internet service providers, line of business software vendors and hardware vendors. We will work with the vendor to determine if the technical issue is network-related or specific to the vendor’s service, software or hardware. If deemed to be a network issue that is our responsibility, we will remediate the issue. If it is determined to be the vendor’s service, software or hardware, we will direct the vendor to work directly with the client to resolve issues. If upon determining that it is a vendor-related issue and support is still requested by HTS, support service will be chargeable. Any issues for vendor services, software or hardware that clearly not part of the network, the client need to contact the vendor directly. *Example: Phone system page system not working, security camera system not recording, etc.*

Suitability of Existing Environment

Minimum Standards Required for Services

In order for Client's existing environment to qualify for Service Provider's Managed Services, the following requirements must be met:

- All servers must be running currently supported Microsoft Operation Systems or VMWare version and have all of the latest service packs, patches and critical updates installed.
- All equipment must be in proper working condition. Any equipment with operation failures, or indication of periodic failure must be replaced.
- All Desktop PC's and Notebooks/Laptops with Microsoft Windows Operating Systems must be running Windows 10 professional or later and have all of the latest Microsoft Service Packs and Critical Updates installed.
- All Server and Desktop Software must be Genuine, Licensed and Vendor-Supported.
- The environment must have a currently licensed, up-to-date and Vendor-Supported Antivirus Solution protecting all Servers, Desktops, Notebooks/Laptops, and Email.
- The environment must have a currently licensed, Vendor-Supported Server-based Backup Solution or Backup Service (local or off-site)
- The environment must have a currently licensed, Vendor-Supported Hardware Firewall between the Internal Network and the Internet.
- Any Wireless data traffic in the environment must be secured with a minimum of 128bit data encryption.
- Ethernet switches, routers, firewalls & printers must be SNMP capable in order to provide network traffic monitoring, management and troubleshooting.

Costs required to bring Client's environment up to these Minimum Standards are not included in this Agreement. If all minimum standards are not met and sustained by the client, agreement costs may be increased, or coverage may be changed.

Excluded Services

Service rendered under this Agreement does not include:

- Services performed in the installation of new equipment and software, except failed PC parts if included in agreement.
- Relocation or repositioning of equipment
- Hardware repair services for printers and copiers.
- The cost of any equipment, or shipping charges of any kind. The cost of any software, licensing, software renewal or upgrade fees of any kind.
- The cost of any 3rd Party Vendor or Manufacturer Support or Incident Fees of any kind.
- Failure due to acts of God, building modifications, or other adverse environmental conditions or factors. System reboots due to power failure are covered under service agreement.
- Service and repair made necessary by the alteration or modification of equipment other than that authorized by Service Provider, including alterations, software installations or modifications of equipment made by Client's employees or anyone other than Service Provider.
- Programming (modification of software code).
- Software or system training services.
- Any support services provided after it is determined the issue is not the client's hardware or software included in the agreement will be billed at the hourly rate.
- Internet routers to be supported by Internet Provider.
- It is understood that any and all Services requested by Client that fall outside of the terms of this Agreement will be considered Projects, and will be billed as separate, individual Services.
- ***Any unsupported or unmanageable operating systems, software applications, antivirus, freeware, hardware or network devices will be exempt from this agreement and any requested support will be provided on a time & material basis.***



Heritage Technology Solutions

- Any equipment or software added to network must be approved by service provider prior for service provider to provide support; anything not approved is not covered by the terms of the agreement and is chargeable at the discount hourly rate.

Acceptance of Service Agreement

This Service Agreement covers services listed within this agreement. Client may want to add to this Agreement after the effective date acceptable. The addition of services not listed in this agreement at the signing of this Agreement, if acceptable to Service Provider, shall result in an adjustment to the Client's monthly charges.

IN WITNESS WHEREOF, the parties hereto have caused this Service Agreement to be signed by their duly authorized representatives as of the date set forth below.

Accepted by:

Authorized Signature	Warrenville Fire Department	Date
Authorized Signature	Heritage Technology Solutions	Date

Master Services Agreement

This Master Services Agreement (the "Agreement") is entered into effective by and between Heritage Technology Solutions, an Illinois corporation ("Heritage Technology Solutions"), and Warrenville Fire Department ("Client") with principal offices located at 35472 Batavia Rd, Warrenville, IL 60555. Client desires to obtain services of Heritage Technology Solutions described herein and Heritage Technology Solutions desires to provide such services to Client with all the terms, conditions and provisions hereinafter set forth.

TERM: *The term of this Agreement shall be effective as of the effective date specified above and shall continue thereafter consisting of services as identified in Statement of Work and shall continue under the terms of this Agreement unless either party gives prior written notice to terminate under the Agreement terms listed herein.*

PRICES: *Heritage Technology Solutions shall sell services to Client at the prices set forth in the Statement of Work (SOW).*

LABOR ESTIMATE: *Labor will be performed on a time and material basis unless specified differently in Statement of Work. Any written quote is an estimate of time, and hours may vary based on actual work performed. Customer will be notified when hours are going to be more than estimated.*

HARDWARE/SOFTWARE QUOTES: *Due to price changes with manufacturers, prices and availability are subject to change. All quotes will need to be signed and returned to Heritage Technology Solutions before any hardware or software purchase is made. All software and hardware will need to be pre-paid via ACH or business check and will need to be received before this equipment can be ordered.*

HOURLY SERVICES: *Normal services hours are 8:30am - 4:30pm Monday-Friday excluding national holidays. Any work performed outside these hours of operations will be billed at one and one-half times the hourly rate. Holiday work will be billed at double the hourly rate. All after hours work will need to be approved by the Client. Minimum call charge of 2 hours for all overtime labor, plus round-trip travel applies for any overtime site labor. Hourly services are billed in ½ hour increments after the minimum site charge.*

PARKING/EXPENSES: *Client will reimburse Heritage Technology Solutions for any parking charges incurred. If any other expenses such as travel are incurred, client will reimburse Heritage Technology Solutions for these expenses.*

TAXES: *Sales Tax will be applied to all invoices for product, materials, software and licensing.*

SHIPPING & HANDLING CHARGES: *Will be applied to sales of all products and materials.*

SOFTWARE LICENSE: *Heritage Technology Solutions requires legal licensed copies of any software to be installed or supported under this Agreement.*

LOANED EQUIPMENT: *Client agrees that any equipment utilized in the performance of this Agreement that is not explicitly purchased by Client shall remain the property of Heritage Technology Solutions and must be returned if requested. Client further agrees to cease use of any such equipment upon the termination of this Agreement and return all equipment to Heritage Technology Solutions within 10 business days.*

REMOTE ACCESS: *HERITAGE TECHNOLOGY SOLUTIONS shall have full access to Customer's Equipment without charge to HERITAGE TECHNOLOGY SOLUTIONS that is necessary for HERITAGE TECHNOLOGY SOLUTIONS to render services hereunder. Remote access to Customer's Equipment is required and is based on HERITAGE TECHNOLOGY SOLUTIONS standard recommended remote access methods. Customer agrees to notify HERITAGE TECHNOLOGY SOLUTIONS promptly following the discovery of any Error(s) or Equipment Malfunction. Further, upon discovery of an Error, the Customer agrees, if requested by HERITAGE TECHNOLOGY SOLUTIONS, to submit to HERITAGE TECHNOLOGY SOLUTIONS a listing of output and any other data that HERITAGE TECHNOLOGY SOLUTIONS may require in order to reproduce the problem and the operation conditions under which the Error or Equipment Malfunction occurred or was discovered. Customer shall be responsible for ensuring that, prior to HERITAGE*

TECHNOLOGY SOLUTIONS being given access to the Equipment, all of its files are adequately duplicated on a current basis ("backed-up") in accordance with the highest and most up-to-date standards, including storage of backup files on transportable media stored at a remote location, and Customer shall hold *HERITAGE TECHNOLOGY SOLUTIONS* harmless against any loss of data caused by Customer's failure to do so.

SITE ACCESS: Client will be responsible for providing access to all facilities, hardware, software license, media, internet access. Client understands that *Heritage Technology Solutions* may be unable to perform their duties adequately and if such a situation exists, *Heritage Technology Solutions* will be held harmless.

WARRANTY/DISCLAIMER. The Services are strictly limited to the scope of work. *Heritage Technology Solutions* warrants that services provided will be of good, workmanlike quality, performed with the requisite skill necessary. Such warranty is in effect for thirty (30) days from the date the Services are rendered and the exclusive remedy for any breach of warranty is reperformance of the applicable Services. *Heritage Technology Solutions* does not warrant that, as a result of monitoring or limited inspection, it will identify all of the potential problems or issues with Client's system, nor does *Heritage Technology Solutions* warrant that any of its recommendations will remedy all problems or issues that Client may encounter.

END USER TRAINING: User training is not included unless otherwise stated within the proposal or statement of work.

REMOVAL, DISPOSAL AND ELECTRONIC RECYCLING: Not included unless otherwise stated within the proposal or statement of work.

CREDENTIALS: Client understands it is their responsibility to provide *Heritage Technology Solutions* with any and all documentation to network and infrastructure as well as any and all credentials, including system and administrative password to any and all equipment covered under this Agreement. *Heritage Technology Solutions* will provide Client with a list of current credentials in writing upon termination of this Agreement.

MINIMUM EQUIPMENT STANDARDS: All hardware must be covered under a manufacturer's warranty or extended support agreement for hardware repairs and replacement, unless otherwise specified in the terms of the SOW. All hardware over 5 years old must have a written, mutually agreed plan for replacement.

PRICE INCREASES: The compensation to *HTS* may be increased if there is an increase in costs of labor services due to over time, or other items beyond the control of *HTS*. Client shall be responsible for making additional payments for changes in the original assignment, which are requested by Client.

PAYMENT TERMS: Payments for services are due on receipt of invoice. For product and labor services, payment of 100% of hardware and 50% of labor is due upon order. At 75% of labor completed, partial payment of balance is due and final balance is due upon completion of services. For all agreement and licensing sales, payment must be made in full prior to effective date. Recurring services will be billed 2 months before the start date of service and payment is due before the start date. Services may be suspended if payment is not received before the noted start date of service. Payment is to be made via company check or ACH. Credit cards charges are subject to a 3% credit card fee, as well as any other associated fees. Invoices not paid within 30 days are subject to a 1.5% monthly interest rate.

CANCELLATIONS/RETURNS: All sales are considered final. Any order cancellations must be pre-approved by the manufacturer and/or the distributor and are subject to restock fees and any other fees associated with the cancellation. Any support services provided before or during the cancellation or returns are due immediately. Defective merchandise can be exchanged for identical product only.

COLLECTIONS: Every attempt will be made to collect debts in a timely manner. If payment is not received within 90 days, invoices will be turned over to a collection agency. The invoice will be increased by the amount

charged by the collection agency including but not limited to court costs, collection expenses, finance charges and attorney fees.

TERMINATION OF SERVICES: Heritage Technology Solutions requires a 30-day written notice from Client for termination of any services. Please check individual agreements and statement of work for termination clauses and term dates. All charges billed to Client through that date are due upon receipt.

CONFIDENTIALITY: Heritage Technology Solutions and Client have proprietary information including trade secrets, know-how and confidential information that is the exclusive property of the respective parties. Both parties including employees, agents, contractors shall maintain the confidentiality of this information and not sell, license, publish, distribute, disclose or otherwise make available to any third party except to such third parties that Heritage Technology Solutions deems to have a need to know in order to effectively effectuate the business purposes for which Client has entered into this Agreement and provided further that such third party executes a written confidentiality agreement with Heritage Technology Solutions. Both Heritage Technology Solutions and Client will maintain confidentiality during the term of this Agreement and thereafter.

INDEPENDENT CONTRACTOR: Service Provider is providing the Services to Client as an independent contractor and does not assume responsibility for the business and operations of Client. Service Provider and its employees and agents are not employees of Client for any purpose whatsoever.

ADDITIONAL SERVICES: Additional services, if any, provided to the Client are set forth in the statement of work.

ADVERTISING: Customer provides HTS with permission to use Client's name, image, logo and other identifying information on HTS website and marketing material to identify Customer as a customer of HTS.

EMPLOYMENT: The client hereby agrees not to solicit for hire, contract, employ or otherwise engage in any manner whatsoever, directly, indirectly or through a third party with whom they have contact, any employee of Heritage Technology Solutions during the term of the customer's support agreement, service contract, installation agreement or other scheduled call for service, and for a period of twenty-four (24) consecutive months after the end of the agreement or last date of services rendered, whichever occurs later. Additionally, the client also agrees not to solicit for hire, contract, employ or otherwise engage in any manner whatsoever, directly, indirectly or through a third party with whom they have contact, any employee of Heritage Technology Solutions, during their employment and for a period of twenty-four (24) consecutive months after the date termination of employment, whether the termination is voluntary or otherwise. Damages due to a violation of this agreement may include, but are not limited to the following: direct and indirect damages due to lost revenue, training of replacement employee(s), related attorney fees and court costs. The parties hereto believe that actual damage in the event of violation will be difficult to determine and, therefore, agree that in violating this provision, the client will pay to Heritage Technology Solutions the sum of 100% of the employee's most recent annual salary for each employee involved, as a finder's fee and liquidated damages and not as penalty.

DISPUTES. Any disputes between the parties less than \$5,000 shall be resolved in small claims court in Cook County, IL. Any disputes in excess of \$5,000 shall be subject to Arbitration by a single arbitrator under the auspices of the American Arbitration Association ("AAA") pursuant to its Commercial Arbitration Rules. All arbitration proceedings shall be conducted in accord with the rules of the AAA at the branch of the AAA closest to Heritage Technology Solutions principal place of business.

FORCE MAJURE: Heritage Technology Solutions shall not be liable for any failure or delay in performance under this Agreement to the extent said failures or delays are proximately caused by causes beyond Heritage Technology Solution's control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or party to substantially meet its performance obligations under this Agreement, provided that, as a condition to the claim of no liability, Heritage Technology Solutions shall give the Client prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

GOVERNING LAW: This Agreement, its Statement of Works and performance hereunder shall be governed by the laws Cook County in the State of Illinois without regard to its conflicts of laws doctrine. This Agreement is performable in, and the exclusive venue for any action brought with respect hereto, shall lie in Cook County, IL.

LIMITATION OF LIABILITY: Heritage Technology Solutions agrees to provide services consistent with the accepted standards of the technology industry to accomplish its responsibilities and shall be entitled to payment hereunder on this basis. In no event shall "Heritage Technology Solutions, Inc." or its sub consultants of any tier be liable in contract, tort, strict liability, warranty or otherwise, for any special, incidental or consequential damages, such as, but not limited to, delay, disruption, loss of product, loss of anticipated profits or revenue, loss of use of the equipment or system, loss of data, damage or expense resulting from viruses, malware, ransomware, restoration of lost or damaged data, non-operation or increased expense of operation of other equipment or systems, cost of capital, or cost of purchase or replacement equipment systems or power. Client agrees that Heritage Technology Solutions is not an insurer and that Client has appropriate insurance in place, in adequate amounts, to cover potential losses which may occur due to a security failure or breach. Heritage Technology Solutions does not and cannot warrant that client will not be hacked or will not have its security compromised, or its services will detect every client vulnerability or weakness or that the results of services or deliverables will be error-free or totally accurate. Notwithstanding anything to the contrary, Heritage Technology Solution's total aggregate liability to any person or entity, including Client, on any claim, action or liability of any kind or basis whatsoever, in any manner arising out of this Master Services Agreement or any Statement of Work thereto, shall not be greater than the total fees paid to Heritage Technology Solutions for one (1) month of the specific services performed and rendered hereunder.

WRITTEN NOTICES: All written notices should be sent to:
Heritage Technology Solutions
13600 S. Kenton Avenue
Crestwood, Illinois 60418

TERMS: To the extent of any conflict between the terms of this Agreement and the terms of any Statement of Work attached hereto, the terms of the Statement of Work shall control except for the sections of this Agreement that pertain to EMPLOYMENT, FORCE MAJEURE, GOVERNING LAW AND LIMITATION OF LIABILITY. By way of example, but not limitation, the Term of the Master Agreement and Statement of Work, if in conflict, shall be controlled by the term of the Statement of Work.

SEVERABILITY: If any provision of this Agreement or its Statement of Work is invalid, illegal or unenforceable under any applicable statute or rule of law, it is to that extent to be deemed omitted. The remainder of the Agreement shall be valid and enforceable to the maximum extent possible.

REQUEST FOR SERVICES: Client agrees to send an email to: service@htspc.net, or call 708.597.5005 to report service issues or requests. This allows Heritage Technology Solutions to utilize our line of business application to open, report and close tickets on Client's behalf.

Acceptance of Service Terms Master Services Agreement

Client (Please print)	Name/Title (Please print)	Authorized Signature	Date

Heritage Technology Solutions Inc.		Signature	Date
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	Contact Name	Phone	email address
Main Contact			
Emergency Contact (cell)			
Accounting Contact			

Bill to Address (if different than above)

ORDINANCE NO. 24-01
 BUDGET AND APPROPRIATION ORDINANCE FOR 2024-2025

of the Warrenville Fire Protection District located in the County of DuPage, State of Illinois, for fiscal year beginning May 1, 2024 and ending April 30, 2025.

Now Be It Ordained by the Board of Trustees of the Warrenville Fire Protection District, County of DuPage, State of Illinois, in meeting assembled as follows:

Section 1: That the following budget containing an estimate of receipts and expenditures for the following funds: General, Liability Insurance, Workers Compensation, Foreign Fire Tax, Audit, and Capital Projects is hereby adopted as the budget of this Fire Protection District for the fiscal year mentioned above and shall be in full force and effect from and after this date.

I. GENERAL FUND

Beginning Fund Balance May 1, 2024			\$	4,144,433
<u>ESTIMATED REVENUES:</u>		<i>Budgeted</i>		
10-00-4000-00 Property Tax - Corporate	\$	1,923,015		
10-00-4000-00 Property Tax - Ambulance	\$	1,279,202		
10-00-4010-00 Property Tax Revenue - Pension	\$	561,600		
10-00-4050-00 Property Tax Revenue - Emer&Rescue	\$	660,000		
10-00-4100-00 State Replacement Tax	\$	70,000		
10-00-4250-05 Fire Marshall Bureau-Code Enforcement Fines	\$	-		
10-00-4250-10 Fire Marshall Bureau-Public Education	\$	-		
10-00-4250-20 Fire Marshall Bureau-Plan Review	\$	20,000		
10-00-4300-00 Public Education Donations	\$	-		
10-00-4310-00 Ambulance Service Fees	\$	1,060,000		
10-00-4350-00 Fire Recovery	\$	10,000		
10-00-4400-00 Reimbursements	\$	-		
10-00-4500-00 Grant Revenue	\$	21,000		
10-00-4600-00 Sale of Assets	\$	-		
10-00-4700-00 Other Income	\$	3,000		
10-00-4800-00 Interest Income	\$	40,000		
Total Estimated Income			\$	<u>5,647,817</u>
Total Estimated Funds Available			\$	<u>9,792,250</u>
<u>ESTIMATED EXPENDITURES</u>		<i>Budgeted</i>	<i>Appropriated</i>	
Personal Services	\$	4,297,375	\$	4,727,113
Contractual Services	\$	928,985	\$	1,021,884
Commodities	\$	186,600	\$	205,260
TOTAL ESTIMATED GENERAL FUND EXPENDITURES	\$	5,412,960	\$	<u>5,954,256</u>
OTHER FINANCING SOURCES (USES)				
10-01-9500-60 Transfer out to Capital Projects	\$	200,000	\$	200,000
Transfer in		-		-
TOTAL OTHER FINANCING SOURCES (USES)			\$	<u>200,000</u>
Estimated fund balance April 30, 2025			\$	<u>4,179,290</u>

Budgeted Expenditures

<u>Personal Services</u>		<i>Budgeted</i>	<i>Appropriated</i>
10-01-5000-00 Payroll-Full Time Firefighters	\$	2,190,000	\$ 2,409,000
10-01-5005-00 Payroll-Part Time Firefighters	\$	500,000	\$ 550,000
10-01-5010-00 Payroll-Office & Staff	\$	125,000	\$ 137,500
10-01-5015-00 Payroll-Part Time Supervisory	\$	27,000	\$ 29,700
10-01-5020-00 Overtime	\$	100,000	\$ 110,000
10-01-5022-00 Payroll-Special-Rate	\$	10,000	\$ 11,000
10-01-5025-00 Payroll-Holiday Pay	\$	59,000	\$ 64,900
10-01-5030-00 Payroll-Fireman POC	\$	115,000	\$ 126,500
10-01-5080-00 Trustee Compensation	\$	16,875	\$ 18,563
10-01-5090-00 Fire Commissioners Compensation	\$	3,000	\$ 3,300
10-01-5100-00 Payroll Taxes	\$	114,000	\$ 125,400

10-01-5200-00	Insurance-Health	\$	365,000	\$	401,500
10-01-5200-05	Insurance - Vision	\$	2,800	\$	3,080
10-01-5200-10	Insurance-Dental	\$	13,500	\$	14,850
10-01-5200-20	Insurance-Life	\$	6,000	\$	6,600
10-01-5200-25	VEBA	\$	43,000	\$	47,300
10-01-5200-26	457 District Contribution	\$	1,600	\$	1,760
10-01-5200-27	IMRF District Contribution	\$	11,000	\$	12,100
10-01-5300-00	Health & Wellness	\$	33,000	\$	36,300
10-01-5500-00	Pension Contribution	\$	561,600	\$	617,760
10-01-5500-01	Pension Contribution Additional	\$	-	\$	-
Total Personal Services		\$	4,297,375	\$	4,727,113
<u>Contractual Services</u>			<i>Budgeted</i>		<i>Appropriated</i>
10-01-6000-00	Accounting-Sikich	\$	35,000	\$	38,500
10-01-6000-10	Accounting-Lauterbach & Amen	\$	1,500	\$	1,650
10-01-6010-00	Dues & Subscriptions	\$	6,730	\$	7,403
10-01-6020-00	Firefighters Appreciation Fund	\$	12,000	\$	13,200
10-01-6030-00	General Insurance	\$	2,610	\$	2,871
10-01-6040-00	Legal	\$	33,000	\$	36,300
10-01-6045-00	Payroll Service Fee	\$	5,000	\$	5,500
10-01-6060-00	GEMT 50% Payment Expense	\$	190,000	\$	209,000
10-01-6080-00	Other Professional Services	\$	20,000	\$	22,000
10-01-6110-00	DuComm Dispatch	\$	88,095	\$	96,905
10-01-6115-00	Ambulance Billing Fees	\$	48,000	\$	52,800
10-01-6120-00	Haz-Mat Equipment	\$	5,000	\$	5,500
10-01-6130-00	Dive/Water Rescue	\$	11,000	\$	12,100
10-01-6140-00	Technical Rescue Equipment	\$	2,500	\$	2,750
10-01-6145-00	TEMS - (SWAT)	\$	2,000	\$	2,200
10-01-6150-00	SCBA Maintenance and Parts	\$	20,000	\$	22,000
10-01-6160-00	Hose and Appliances	\$	6,000	\$	6,600
10-01-6170-00	GIS Maintenance	\$	800	\$	880
10-01-6180-00	Credit Card Processing Fees	\$	1,000	\$	1,100
10-01-6200-00	Comm/Radio Equipment	\$	20,000	\$	22,000
10-01-6500-00	Maintenance Buildings-Stat 1	\$	36,000	\$	39,600
10-01-6510-00	Maintenance-Equipment	\$	2,000	\$	2,200
10-01-6520-00	Maintenance-Apparatus	\$	70,000	\$	77,000
10-01-6530-00	Small Tools	\$	4,000	\$	4,400
10-01-6600-00	IT Hardware	\$	14,000	\$	15,400
10-01-6600-05	IT Computer Software	\$	34,000	\$	37,400
10-01-6600-10	IT Support Services	\$	36,000	\$	39,600
10-01-6700-00	Training-Seminars/Lecture	\$	11,000	\$	12,100
10-01-6700-05	Training-Certification Classes	\$	40,000	\$	44,000
10-01-6700-10	Training-Books/Manuals	\$	2,200	\$	2,420
10-01-6700-15	Training-Building Mat/Props	\$	6,200	\$	6,820
10-01-6700-20	Training-Audio Visual/Comp	\$	3,200	\$	3,520
10-01-6700-25	Training- Per Diem	\$	4,500	\$	4,950
10-01-6700-40	Training-Supplies	\$	5,500	\$	6,050
10-01-6700-48	Career Training	\$	40,000	\$	44,000
10-01-6700-50	Training - Fire Commissioners	\$	4,800	\$	5,280
10-01-6710-00	Fire Prevention Bureau	\$	4,000	\$	4,400
10-01-6730-00	Testing and Promotion	\$	24,600	\$	27,060
10-01-6745-00	Public Education	\$	6,500	\$	7,150
10-01-6750-00	Travel/Hotel Expense	\$	6,500	\$	7,150
10-01-6770-00	Client Relations Expense	\$	4,500	\$	4,950
10-01-6800-00	Utilities-Electric	\$	13,000	\$	14,300
10-01-6800-10	Utilities-Gas	\$	12,000	\$	13,200
10-01-6800-20	Utilities-Water	\$	3,000	\$	3,300
10-01-6810-00	Telephone-Land Line	\$	15,000	\$	16,500
10-01-6810-10	Telephone-Cell Phones	\$	11,500	\$	12,650
10-01-6830-00	Alarm Expense	\$	4,000	\$	4,400
10-01-6840-00	Cable	\$	750	\$	825
Total Contractual Services		\$	928,985	\$	1,021,884

<u>Commodities</u>	<i>Budgeted</i>	<i>Appropriated</i>
10-01-7000-00 Motor Fuel	\$ 32,000	\$ 35,200
10-01-7010-00 Operating Supplies	\$ 2,500	\$ 2,750
10-01-7100-00 Office Supplies	\$ 8,500	\$ 9,350
10-01-7110-00 Cleaning Supplies	\$ 4,000	\$ 4,400
10-01-7200-00 Firefighters Pers Prot Equip	\$ 30,000	\$ 33,000
10-01-7220-00 Uniforms-Employees	\$ 32,000	\$ 35,200
10-01-7220-90 Uniforms-Other	\$ 6,000	\$ 6,600
10-01-7230-00 Fire & Rescue Equipment	\$ 20,000	\$ 22,000
10-01-7300-00 Medical Supplies	\$ 51,600	\$ 56,760
Total Commodities	<u>\$ 186,600</u>	<u>\$ 205,260</u>

TOTAL ESTIMATED GENERAL FUND EXPENDITURES	<u>\$ 5,412,960</u>	<u>\$ 5,954,256</u>
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II. LIABILITY INSURANCE FUND

Beginning Fund Balance May 1, 2024		\$ 646
ESTIMATED REVENUES:	<i>Budgeted</i>	<i>Appropriated</i>
40-00-4000-00 Property Tax	\$ 36,000	\$ 36,000
ESTIMATED EXPENDITURES		
40-00-6035-00 Liability Insurance	\$ 36,000	\$ 39,600
OTHER FINANCING SOURCES (USES)		
Transfer out	\$ -	\$ -
Transfer in from General	\$ -	\$ -
Estimated Fund Balance April 30, 2025		<u>\$ 646</u>

III. FOREIGN FIRE TAX FUND

Beginning Fund Balance May 1, 2024		\$ 72,945
ESTIMATED REVENUES:	<i>Budgeted</i>	<i>Appropriated</i>
55-00-4150-00 Foreign Fire Tax Revenues	\$ 35,000	\$ 35,000
ESTIMATED EXPENDITURES		
55-01-5500 Foreign Fire Tax	\$ 35,000	\$ 38,500
Estimated Fund Balance April 30, 2025		<u>\$ 72,945</u>

IV. WORKERS COMPENSATION FUND

Beginning Fund Balance May 1, 2024		\$ 92,810
ESTIMATED REVENUES:	<i>Budgeted</i>	<i>Appropriated</i>
50-00-4000-00 Property Tax	\$ 200,000	\$ 200,000
ESTIMATED EXPENDITURES		
50-00-5400-00 Worker's Compensation Expense	\$ 200,000	\$ 220,000
OTHER FINANCING SOURCES (USES)		
Transfer out	\$ -	\$ -
Transfer in from General	-	-
Estimated Fund Balance April 30, 2025		<u>\$ 92,810</u>

V. AUDIT FUND

Beginning Fund Balance May 1, 2024		\$ 4,048
ESTIMATED REVENUES:	<i>Budgeted</i>	<i>Appropriated</i>
30-00-4000-00 Property Tax	\$ 9,400	\$ 9,400
ESTIMATED EXPENDITURES		
30-00-6005-00 Audit Fees	\$ 9,400	\$ 10,340
Estimated Fund Balance April 30, 2025		<u>\$ 4,048</u>

VI. CAPITAL PROJECTS FUND

Beginning Fund Balance May 1, 2024			\$ 1,264,074
ESTIMATED REVENUES:	<i>Budgeted</i>	<i>Appropriated</i>	
60-00-4800-00 Interest Income	\$ 8,000	\$ 8,000	
ESTIMATED EXPENDITURES			
60-01-8010-00 Capital Outlay - Building	\$ 120,000	\$ 132,000	
60-01-8015-00 Capital Outlay - Apparatus	\$ 281,000	\$ 309,100	
60-01-8020-00 Capital Outlay - Equipment	\$ 40,000	\$ 44,000	
 Total Expenditures	 \$ 441,000	 \$ 485,100	
OTHER FINANCING SOURCES (USES)			
Transfer out	\$ -	\$ -	
Transfer in	\$ 200,000	\$ 200,000	
Estimated Fund Balance April 30, 2025			<u>\$ 1,031,074</u>

WARRENVILLE FPD ESTIMATED EXPENDITURES & TRANSFERS & APPROPRIATIONS

	<i>Budgeted</i>	<i>Appropriated</i>
I. GENERAL FUND	\$ 5,412,960	\$ 5,954,256
II. LIABILITY INSURANCE FUND	\$ 36,000	\$ 39,600
III. FOREIGN FIRE TAX FUND	\$ 35,000	\$ 38,500
IV. WORKER'S COMPENSATION FUND	\$ 200,000	\$ 220,000
V. AUDIT FUND	\$ 9,400	\$ 10,340
VI. CAPITAL PROJECTS FUND	\$ 441,000	\$ 485,100
TOTAL ESTIMATED EXPENDITURES/APPROPRIATIONS	<u>\$ 6,134,360</u>	<u>\$ 6,747,796</u>

Section 2: That there is hereby appropriated for use for fire protection and other purposes for the said fiscal year the following:

Total Estimated Appropriations and Transfers \$ 6,747,796.00

Such being divided among the several objects and purposes specified and in particular amounts stated in Section 1 constituting the total appropriation in the amount of Six Million, Seven Hundred Forty-Seven Thousand, Seven Hundred Ninety-Six Dollars and 00 Cents (\$6,747,796.00), for the fiscal year May 1, 2024 to April 30, 2025, and that is Section 2 shall be and is the annual appropriation ordinance of this District, passed by the Board of Trustees as required by law and shall be in full force and effect from and after its passage approval and publication, according to law.

Adopted on May 15, 2024 by the Board of Trustees of the Warrenville Fire Protection District in the County of DuPage, State of Illinois, in meeting assembled.

DuPage Illinois Passed this 15th day of May pursuant to a roll call vote as follows:

	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>
Kathleen Perkins, President/Trustee	_____	_____	_____
Denise Pertell, Treasurer/Trustee	_____	_____	_____
Joe Rogers, Secretary/Trustee	_____	_____	_____
Jeff Carstens, Trustee	_____	_____	_____
Al Thompson, Trustee	_____	_____	_____

Kathleen Perkins, President

Joe Rogers, Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF DUPAGE)

I, the undersigned, being President of the Warrenville Fire Protection District, hereby certify that the foregoing is a true, perfect, and correct copy of Ordinance 24-01, passed and approved by said District on the 15th day of May, 2024.

ATTEST:

Kathleen Perkins, President

Joe Rogers, Secretary

SUBSCRIBED AND SWORN TO
before me this 15th day of May, 2024

Notary Public

My commission expires: _____

Warrenville Fire Protection District

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		Annual Actual	Year to Date	Projected Annual	Annual Budget	Proposed	Appropriations for
		FY22-23	FY23-24	Actual FY23-24	FY23-24	Annual Budget	Proposed Annual
			(9 months)			FY24-25	Budget FY24-25
<u>Corporate Fund</u>							
<u>Revenues</u>							
10-00-4000-00	Property Tax Revenue	2,892,289.47	3,124,016.45	3,124,016.45	3,121,515	3,202,217	3,202,217
10-00-4010-00	Property Tax Revenue - Pension	518,672.26	528,651.40	528,651.40	537,804	561,600	561,600
10-00-4050-00	PropTax Rev - Emer&Rescue Fund	505,383.91	492,563.09	492,563.09	492,168	660,000	660,000
10-00-4100-00	State Replacement Tax	78,330.25	59,772.01	69,772.01	65,000	70,000	70,000
10-00-4250-05	FMB-Code Enforcement Fines	-	-	-	-	-	-
10-00-4250-10	FMB-Public Education	70.00	2,957.03	2,957.03	-	-	-
10-00-4250-20	FMB-Plan Review	30,235.43	26,893.82	27,758.82	20,000	20,000	20,000
10-00-4300-00	Public Education Donations	110.00	600.00	600.00	-	-	-
10-00-4310-00	Ambulance Service Fees	1,276,100.12	915,134.53	1,155,134.53	950,000	1,060,000	1,060,000
10-00-4350-00	Fire Recovery	18,546.40	9,884.01	33,074.01	16,000	10,000	10,000
10-00-4400-00	Reimbursements	4,315.85	8,000.00	8,000.00	15,000	-	-
10-00-4500-00	Grant Revenue	24,564.11	9,092.00	9,092.00	14,000	21,000	21,000
10-00-4600-00	Sale of Assets	-	-	-	-	-	-
10-00-4700-00	Other Income	6,916.00	4,201.48	4,201.48	2,500	3,000	3,000
10-00-4710-00	Credit Card Rebates	2,036.21	-	-	-	-	-
10-00-4800-00	Interest Income	27,377.19	39,292.14	63,292.14	13,000	40,000	40,000
10-00-4801-00	Unrealized Gain/Loss on Invest	(2,697.23)	7,723.35	7,723.35	-	-	-
10-00-4802-00	Gain/Loss on Sale of Invest.	(4,623.00)	(3,922.45)	(3,922.45)	-	-	-
Total Revenues		5,377,626.97	5,224,858.86	5,522,913.86	5,246,987	5,647,817	5,647,817

Expenses

Personal Services

10-01-5000-00	Payroll-Full Time Firefighters	1,484,596.37	1,289,952.98	1,849,952.98	1,850,000	2,190,000	2,409,000
10-01-5005-00	Payroll-Part Time Firefighters	462,088.54	197,183.50	281,183.50	565,000	500,000	550,000
10-01-5010-00	Payroll-Office & Staff	83,942.28	72,490.79	102,590.79	131,200	125,000	137,500
10-01-5015-00	Payroll-Part Time Supervisory	27,836.23	19,530.00	26,040.00	28,100	27,000	29,700
10-01-5020-00	Overtime	98,409.28	107,066.08	133,066.08	100,000	100,000	110,000
10-01-5022-00	Payroll-Special-Rate	5,754.64	4,413.17	5,813.17	10,000	10,000	11,000
10-01-5025-00	Payroll-Holiday Pay	21,659.41	40,233.21	41,033.21	58,000	59,000	64,900
10-01-5030-00	Payroll-Fireman POC	67,110.00	61,035.00	79,885.00	150,000	115,000	126,500
10-01-5080-00	Trustee Compensation	16,875.00	12,468.75	16,687.50	16,875	16,875	18,563
10-01-5090-00	Fire Commissioners Compensation	1,999.92	1,499.94	1,999.92	3,000	3,000	3,300
10-01-5100-00	Payroll Taxes	78,774.48	52,607.72	73,607.72	116,000	114,000	125,400
10-01-5200-00	Insurance-Health	236,122.02	196,016.85	271,016.85	324,000	365,000	401,500
10-01-5200-05	Insurance-Vision	2,019.68	1,742.98	2,492.98	2,200	2,800	3,080
10-01-5200-10	Insurance-Dental	10,143.40	9,203.11	12,503.11	11,750	13,500	14,850
10-01-5200-20	Insurance-Life	5,310.40	4,019.67	5,519.67	5,250	6,000	6,600
10-01-5200-25	VEBA	31,734.58	38,097.69	38,097.69	35,000	43,000	47,300
10-01-5200-26	457 District Contribution	1,200.00	600.00	600.00	2,400	1,600	1,760
10-01-5200-27	IMRF District Contribution	13,805.73	10,877.18	14,477.18	18,420	11,000	12,100

Warrenville Fire Protection District

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		Year to Date			Proposed	Appropriations for
		Annual Actual	FY23-24	Projected Annual	Annual Budget	Proposed Annual
		FY22-23	(9 months)	Actual FY23-24	FY23-24	Budget FY24-25
10-01-5300-00	Health & Wellness	22,254.40	11,901.00	13,987.00	32,000	36,300
10-01-5500-00	Pension Contribution	518,672.26	528,651.40	528,651.40	536,900	617,760
10-01-5500-01	Pension Contribution Additional	-	-	-	-	-
Total Personal Services		3,190,308.62	2,659,591.02	3,499,205.75	3,996,095	4,727,113

Contractual Services

10-01-6000-00	Accounting-Sikich	31,859.50	26,859.50	34,859.50	35,000	38,500
10-01-6000-10	Accounting-Lauterbach & Amen	750.00	-	-	-	1,650
10-01-6010-00	Dues & Subscriptions	4,140.00	4,324.00	4,794.00	4,700	7,403
10-01-6020-00	Firefighters Appreciation Fund	8,863.22	3,284.79	9,884.79	10,000	13,200
10-01-6030-00	General Insurance	2,533.00	100.00	2,533.00	2,550	2,871
10-01-6040-00	Legal	18,794.75	17,448.75	21,448.75	33,000	36,300
10-01-6045-00	Payroll Service Fee	4,876.82	3,646.90	5,146.90	5,600	5,500
10-01-6060-00	GEMT 50% Payment Expense	133,518.69	173,168.05	173,168.05	140,000	209,000
10-01-6080-00	Other Professional Services	-	-	19,415.00	-	22,000
10-01-6110-00	DuComm Dispatch	76,744.79	83,218.37	83,218.37	82,500	96,905
10-01-6115-00	Paramedic Billing Fees	53,760.82	41,560.17	56,560.17	42,750	52,800
10-01-6120-00	Haz-Mat Equipment	7,777.38	2,488.73	4,803.73	5,000	5,500
10-01-6130-00	Dive/Water Rescue	8,790.13	490.99	10,650.99	12,000	12,100
10-01-6140-00	Technical Rescue Equipment	1,987.94	-	2,500.00	2,500	2,750
10-01-6145-00	TEMS - (SWAT)	-	-	2,000.00	2,000	2,200
10-01-6150-00	SCBA Maintenance and Parts	15,325.33	575.08	10,175.08	15,000	22,000
10-01-6160-00	Hose and Appliances	2,257.21	3,098.00	6,098.00	6,000	6,600
10-01-6170-00	GIS Maintenance	639.00	269.00	269.00	2,200	880
10-01-6180-00	Credit Card Processing Fees	22.45	653.33	953.33	800	1,100
10-01-6200-00	Comm/Radio Equipment	1,284.10	-	1,300.00	17,000	22,000
10-01-6500-00	Maintenance Buildings-Stat 1	28,003.41	25,652.56	36,471.82	35,000	39,600
10-01-6510-00	Maintenance-Equipment	1,033.38	645.97	1,645.97	2,500	2,200
10-01-6520-00	Maintenance-Apparatus	40.00	4.49	154.49	65,000	77,000
10-01-6520-02	Maint App - 2004 E8372 (E12)	14,261.77	1,856.93	1,901.93	-	-
10-01-6520-03	Maint App - 2009 E5026 (E13)	4,882.80	10,959.37	10,959.37	-	-
10-01-6520-04	Maint App - 1998 Ladder (T11)	16,388.54	1,902.58	1,969.58	-	-
10-01-6520-05	Maint App - 1993 Ford (V12)	80.00	45.00	45.00	-	-
10-01-6520-08	Maint App - 2012 M0215 (M12)	-	5,701.65	6,201.65	-	-
10-01-6520-09	Maint App - 2019 Ford (C11)	3,644.47	1,306.85	1,306.85	-	-
10-01-6520-10	Maint App - 2016 Ford (A11)	1,281.13	5,909.99	7,009.99	-	-
10-01-6520-11	Maint App - 2015 Ford (U11)	2,414.45	89.84	89.84	-	-
10-01-6520-12	Maint App - 2005 Ford (G11)	121.98	661.24	661.24	-	-
10-01-6520-13	Maint App - 2021 Ford (I11)	244.27	24.18	24.18	-	-
10-01-6520-15	Maint App - 14ft Zodiac Boat	29.98	-	-	-	-
10-01-6520-17	Maint App - Chief C11	117.84	-	-	-	-
10-01-6520-18	Maint App - 2017 Ford (B11)	-	987.79	1,108.04	-	-
10-01-6520-20	Maint App - Antique Van	138.30	399.23	399.23	-	-
10-01-6520-23	Maint App - 2018 M3263 (M11)	-	2,175.71	2,220.71	-	-
10-01-6520-24	Maint App - 2020 E1976 (E11)	3,205.76	4,686.00	4,686.00	-	-

Warrenville Fire Protection District

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		Year to Date			Proposed	Appropriations for
		Annual Actual	FY23-24	Projected Annual	Annual Budget	Proposed Annual
		FY22-23	(9 months)	Actual FY23-24	FY23-24	Budget FY24-25
10-01-6530-00	Small Tools	3,974.65	294.50	1,494.50	4,000	4,400
10-01-6600-00	IT Hardware	7,815.59	1,160.87	7,160.87	12,000	15,400
10-01-6600-05	IT Computer Software	27,715.92	14,856.01	30,266.01	32,700	37,400
10-01-6600-10	IT Services	27,569.15	7,458.75	21,058.75	28,000	39,600
10-01-6700-00	Training-Seminars/Lecture	3,605.00	2,930.00	3,930.00	4,000	12,100
10-01-6700-05	Training-Certification Classes	12,841.00	13,039.00	13,039.00	25,000	44,000
10-01-6700-10	Training-Books/Manuals	172.88	506.81	506.81	2,000	2,420
10-01-6700-15	Training-Building Mat/Props	2,278.48	188.53	188.53	5,000	6,820
10-01-6700-20	Training-Audio Visual/Comp	1,744.34	-	-	3,000	3,520
10-01-6700-25	Training- Per Diem	590.00	1,003.00	1,803.00	3,500	4,950
10-01-6700-40	Training-Supplies	1,605.87	765.13	765.13	5,000	6,050
10-01-6700-48	Career Training	6,059.14	4,777.40	4,777.40	20,000	44,000
10-01-6700-50	Training - Fire Commissioners	1,647.51	3,784.62	5,084.62	4,300	5,280
10-01-6710-00	Fire Prevention Bureau	2,553.20	2,433.12	2,433.12	3,000	4,400
10-01-6730-00	Testing and Promotion	1,437.95	3,796.00	6,796.00	20,000	27,060
10-01-6745-00	Public Education	2,244.03	5,112.29	5,112.29	3,500	7,150
10-01-6750-00	Travel/Hotel Expense	3,653.59	2,740.64	4,740.64	6,000	7,150
10-01-6770-00	Client Relations Expense	4,067.21	1,641.21	1,906.21	4,000	4,950
10-01-6800-00	Utilities-Electric	11,661.87	9,747.77	13,347.77	12,000	14,300
10-01-6800-10	Utilities-Gas	11,544.13	3,932.01	6,332.01	12,000	13,200
10-01-6800-20	Utilities-Water	1,910.40	2,124.94	2,624.94	2,000	3,300
10-01-6810-00	Telephone-Land Line	17,510.36	8,620.08	12,370.08	15,000	16,500
10-01-6810-10	Telephone-Cell Phones	12,590.19	7,133.30	10,033.30	10,800	12,650
10-01-6830-00	Alarm Expense	4,122.52	2,941.68	3,791.68	4,000	4,400
10-01-6840-00	Cable	692.70	490.48	676.48	700	825
Total Contractual Services		621,420.89	525,673.18	686,873.69	762,600	928,985
Commodities						
10-01-7000-00	Motor Fuel	29,610.54	19,698.59	27,698.59	32,000	35,200
10-01-7010-00	Operating Supplies	1,736.60	1,402.98	1,802.98	2,000	2,750
10-01-7100-00	Office Supplies	11,055.73	6,121.35	10,121.35	8,000	9,350
10-01-7110-00	Cleaning Supplies	4,199.90	2,188.81	3,388.81	3,500	4,400
10-01-7200-00	Firefighters Pers Prot Equip	30,172.42	16,086.06	16,086.06	40,000	33,000
10-01-7220-00	Uniforms-Full Time Employees	19,690.95	14,172.29	17,818.29	27,000	35,200
10-01-7220-90	Uniforms-Other	5,149.28	5,101.31	5,851.31	6,000	6,600
10-01-7230-00	Fire & Rescue Equipment	15,623.35	6,718.69	26,718.69	20,000	22,000
10-01-7300-00	Medical Supplies	19,544.72	16,683.96	50,683.96	55,000	56,760
Total Commodities		136,783.49	88,174.04	160,170.04	193,500	205,260

Warrenville Fire Protection District

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		Annual Actual FY22-23	Year to Date FY23-24 (9 months)	Projected Annual Actual FY23-24	Annual Budget FY23-24	Proposed Annual Budget FY24-25	Appropriations for Proposed Annual Budget FY24-25
<u>Other</u>							
10-01-9000-00	Miscellaneous	2,654.38	1,380.10	1,380.10	-	-	-
	Total Other	2,654.38	1,380.10	1,380.10	-	-	-
Total Expenses		3,951,167.38	3,274,818.34	4,347,629.58	4,952,195	5,412,960	5,954,256
Net Revenue over Expenses Before Transfers		\$ 1,426,459.59	\$ 1,950,040.52	\$ 1,175,284.28	294,792	234,857	(306,439)
10-01-9500-60	Transfers to Capital Projects	300,000.00	200,000.00	200,000.00	200,000	200,000	200,000
Revenue over Expenses		\$ 1,126,459.59	\$ 1,750,040.52	\$ 975,284.28	94,792	34,857	(506,439)
<u>Audit Fund</u>							
<u>Revenues</u>							
30-00-4000-00	Property Tax Revenue	11,334.45	11,242.51	11,242.51	11,233	9,400	9,400
Total Revenues		11,334.45	11,242.51	11,242.51	11,233	9,400	9,400
<u>Expenses</u>							
30-00-6005-00	Audit Fees	8,860.00	11,110.00	11,110.00	11,233	9,400	10,340
Total Personal Services		8,860.00	11,110.00	11,110.00	11,233	9,400	10,340
Net Revenue over Expenses		\$ 2,474.45	\$ 132.51	133	-	-	(940)

Warrenville Fire Protection District

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		Annual Actual FY22-23	Year to Date FY23-24 (9 months)	Projected Annual Actual FY23-24	Annual Budget FY23-24	Proposed Annual Budget FY24-25	Appropriations for Proposed Annual Budget FY24-25
<u>Liability Insurance Fund</u>							
<u>Revenues</u>							
40-00-4000-00	Property Tax Revenue	35,336.87	38,646.18	38,646.18	38,615	36,000	36,000
40-00-4900-20	Transfers from Ambulance Fund	-	-	-	-	-	-
	Total Revenues	35,336.87	38,646.18	38,646.18	38,615	36,000	36,000
<u>Expenses</u>							
40-00-6035-00	Liability Insurance	37,804.75	-	38,000	38,615	36,000	39,600
	Total Personal Services	37,804.75	-	38,000	38,615	36,000	39,600
	Net Revenue over Expenses	(\$ 2,467.88)	\$ 38,646.18	\$ 646.18	-	-	(3,600)

Workers Compensation Fund

<u>Revenues</u>							
50-00-4000-00	Property Tax Revenue	180,018.02	200,257.47	200,257.47	200,097	200,000	200,000
50-00-4400-00	Reimbursement Revenue	-	-	-	-	-	-
50-00-4900-20	Transfers from Ambulance Fund	-	-	-	-	-	-
	Total Revenues	180,018.02	200,257.47	200,257.47	200,097	200,000	200,000
<u>Expenses</u>							
50-00-5400-00	Worker's Compensation Expense	153,145.36	108,744.00	153,066.00	200,097	200,000	220,000
	Total Personal Services	153,145.36	108,744.00	153,066.00	200,097	200,000	220,000
	Net Revenue over Expenses	\$ 26,872.66	\$ 91,513.47	\$ 47,191.47	-	-	(20,000)

Warrenville Fire Protection District

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		Annual Actual FY22-23	Year to Date FY23-24 (9 months)	Projected Annual Actual FY23-24	Annual Budget FY23-24	Proposed Annual Budget FY24-25	Appropriations for Proposed Annual Budget FY24-25
<u>Foreign Fire Fund</u>							
<u>Revenues</u>							
55-00-4150-00	Foreign Fire Tax Revenue	43,324.98	42,031.06	42,031.06	35,000	35,000	35,000
	Total Revenues	43,324.98	42,031.06	42,031.06	35,000	35,000	35,000
<u>Expenses</u>							
55-01-5150-00	Foreign Fire Tax	23,715.33	18,704.57	34,704.57	35,000	35,000	38,500
	Total Personal Services	23,715.33	18,704.57	34,704.57	35,000	35,000	38,500
	Net Revenue over Expenses	\$ 19,609.65	\$ 23,326.49	\$ 7,326.49	-	-	(3,500)
<u>Capital Projects Fund</u>							
<u>Revenues</u>							
60-00-4800-00	Interest Income	8,005.98	11,660.59	14,660.59	3,000	8,000	8,000
	Total Revenues	8,005.98	11,660.59	14,660.59	3,000	8,000	8,000
<u>Expenses</u>							
60-01-8010-00	Capital Outlay - Building	24,929.86	13,949.86	13,949.86	100,000	120,000	132,000
60-01-8015-00	Capital Outlay - Apparatus	130,713.03	130,713.03	130,713.03	131,000	281,000	309,100
60-01-8020-00	Capital Outlay - Operating Equ	18,190.12	56,320.01	56,320.01	70,000	40,000	44,000
	Total Expenses	173,833.01	200,982.90	200,982.90	301,000	441,000	485,100
	Net Revenue over Expenses Before Transfers	(\$ 165,827.03)	(\$ 189,322.31)	(\$ 186,322.31)	(298,000)	(433,000)	(477,100)
60-00-4900-10	Transfers from Corp Fund	300,000.00	200,000.00	200,000.00	200,000	200,000	200,000
	Revenue over Expenses	\$ 134,172.97	\$ 10,677.69	\$ 13,677.69	(98,000)	(233,000)	(277,100)

**FY24 Budget Summary
as of 2-29-24**

	Combined General Fund	Audit Fund	Liab Insurance Fund	Workers Comp Fund	Foreign Fire Fund	Capital Projects Fund	Total
FY 25 Budget Revenues	\$ 5,647,817	\$ 9,400	\$ 36,000	\$ 200,000	\$ 35,000	\$ 8,000	\$ 5,936,217
FY 25 Budget Expenditures	\$ 5,412,960	\$ 9,400	\$ 36,000	\$ 200,000	\$ 35,000	\$ 441,000	\$ 6,134,360
Budget Revenue Over (Under Expenditures)	\$ 234,857	\$ -	\$ -	\$ -	\$ -	\$ (433,000)	\$ (198,143)
Transfers	\$ (200,000)	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -
Budget Revenue over Expenditures after Transfers	\$ 34,857	\$ -	\$ -	\$ -	\$ -	\$ (233,000)	\$ (198,143)
Fund Balance - Estimate April 30, 2024	\$ 4,089,232	\$ 4,048	\$ 646	\$ 92,810	\$ 67,950	\$ 1,265,644	\$ 5,520,330
Fund Balance - Estimate April 30, 2025	\$ 4,124,089	\$ 4,048	\$ 646	\$ 92,810	\$ 67,950	\$ 1,032,644	\$ 5,322,187

**Estimated Fund Balance at April 30
as of 2-29-24**

	Combined General Fund	Audit Fund	Liab Insurance Fund	Workers Comp Fund	Foreign Fire Ins Fund	Capital Projects Fund	Total
Fund Balance - February 29, 2024	\$ 4,660,336	\$ 4,048	\$ 38,646	\$ 122,358	\$ 83,950	\$ 1,263,644	\$ 6,172,981
Estimated Revenues and Expenses							
March - Revenues	\$ 94,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 95,000
March - Expenses	\$ (404,850)	\$ -	\$ -	\$ (14,774)	\$ -	\$ -	\$ (419,624)
April - Revenues	\$ 93,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 94,000
April - Expenses	\$ (353,254)	\$ -	\$ (38,000)	\$ (14,774)	\$ (16,000)	\$ -	\$ (422,028)
Subtotal	\$ (571,104)	\$ -	\$ (38,000)	\$ (29,548)	\$ (16,000)	\$ 2,000	\$ (652,652)
Estimated Fund Balance - April 30, 2024	<u>\$ 4,089,232</u>	<u>\$ 4,048</u>	<u>\$ 646</u>	<u>\$ 92,810</u>	<u>\$ 67,950</u>	<u>\$ 1,265,644</u>	<u>\$ 5,520,330</u>

**Warrenville Fire Protection District
Fund Balance Analysis with 4/30/25 Budget
as of 2-29-24**

	Combined General Fund	Audit	Liability Insurance	Workers Compensation	Foreign Fire	Capital
Projected Fund Balance at 4/30/25	<u>4,124,089</u>	<u>4,048</u>	<u>646</u>	<u>92,810</u>	<u>67,950</u>	<u>1,032,644</u>
Budgeted FY25 Expenditures and Transfers	<u>5,412,960</u>					
Fund Balance Estimated at 4/30/24 as a % of Expenditures	<u>76.19%</u>					
40% of Annual Budgeted Expenditures	<u>2,165,184</u>					
Amount Available to Transfer to Capital Projects Fund	<u>1,958,905</u>					
10% of Annual Budget Expenditures	<u>541,296</u>					
Fund Balance Within 10% of Budgeted Expenditures	<u>Within Policy</u>					

SUMMARY: At April 30, 2025, the combined General fund is estimated to be within policy.

DEI Training Proposal

Speaking Topic:

Conscious Inclusion on Purpose

- **Description:**

We all possess innate, unconscious biases that influence our perceptions and interactions with others. This course aims to enhance your awareness of these biases and provide strategies for fostering conscious inclusion within your environment.

Workshop – How will we begin to be more inclusive? Create a plan/goals/timelines.

- **Timeframe:**

- 3 days, 2 hours per day

- **Gold Package:**

- Inclusion on Purpose presentation – in-person
- Participant workshops/engagement
- 3 sessions over 3 days
- 2 hours/session
- Filming of presentations for future use
- Ownership of all customized materials
- Post-presentation support – includes advice, follow-up, questions, supporting documentation, future planning, or anything additional needed
- Travel
- Rate: \$6,000

* proposal submitted by Advanced Group (Victoria Hill)

GIS CONSULTING

WARRENVILLE FIRE PROTECTION DISTRICT

PROJECT UNDERSTANDING

During the site visit that Emergency Services Consulting International conducted (ESCI) in March 2024, it was evident that Warrenville Fire Protection District (WFPD) embraced data, analytics, and GIS technology. ESCI also noted that WFPD did not follow industry best practices regarding data management and GIS data storage. WFPD has an ArcGIS Pro license and access to ArcGIS Online; however, none of WFPD's data is loaded to a file geodatabase on ArcGIS Online.

All of WFPD's GIS data is locally stored in a part-time employee's laptop. The personal laptop, if damaged or destroyed, would no longer retain the data. During the site visit, the employee shared an experience he had the previous night where he lost all the data, but he could recover the system through a Windows restore function. The locally stored data includes at least the following:

- Location of all incidents loaded for at least the past three years
- Location of KnoxBox key boxes.
- Fire department connections
- Exterior school door numbering and labels
- Fire hydrant locations

WFPD embraces technology and data collection. However, the district would benefit from ESCI's GIS services in teaching WFPD how to do the following:

- Host the data on ArcGIS Online to store large amounts of data securely
- Organize the ArcGIS structure for sustainability and ease of use
- Create web-based dashboards and applications to visualize data
- Use ArcGIS Online for daily activities, data collection, and routine data interaction
- Consider links with the ESO records management system

SCOPE OF WORK

Phase 1: ArcGIS Data Management Training

Task 1-A: On-Site Instruction

ESCI's data management professional/s will travel to Warrenville Fire Protection District for one day to conduct on-site instruction at the fire administration facility.

Task 2-A: In-Person Instruction

ESCI will provide one-on-one instruction focusing on the following items:

- Host the data on ArcGIS Online to securely store large amounts of data
- Organize the ArcGIS structure for sustainability and ease of use
- Create web-based dashboards and applications to visualize data
- Use ArcGIS Online for daily activities, data collection, and routine data interaction.

Task 2-A: Follow-up

ESCI will be available for up to four hours of support and guidance after the on-site interaction.

Proposed Project Fee

Emergency Services Consulting International is pleased to present the following formal cost proposal for the Agency Evaluation outlined in the Scope of Work.

Project Phase	Consulting Fees	Expenses	Total
Phase I: Project Preparation and Site Visit	\$3,651	\$2,128	\$5,779
Total Cost (Not to exceed):			\$5,779

Pricing is valid for six months from the proposal submission date.

Proposed Payment Schedule

- 10% payment due upon signing of the contract.
- Monthly invoicing thereafter as work progresses.

ESCI Hourly Rates

Senior Level Project Oversight, Senior Data Engineer/SME	\$260/hr.
Project Manager, Senior Consultant	\$230/hr.
Consultant	\$200/hr.
Data Analyst.....	\$150/hr.
Admin Support.....	\$90/hr.



Decennial Committee on Local Government Efficiency

This table is from Section VII, Recommendations for Increased Accountability and Efficiency, b. Growth Areas:

Item	Recommendation for Improvement
Response Times	While our response times are excellent in the majority of our District, we have identified an area that needs some attention. There are several ideas such as station relocation, the addition of a second station, or contracting with another agency to cover the area of greatest need.
Training	Firefighting safety, training, techniques, and equipment are constantly evolving. Regular, up-to-date training is crucial to ensure all personnel are prepared for any situation.
Technology	Keeping up with the latest technology can be a challenge. Regularly updating IT equipment and investing in new technology can improve efficiency and safety.
Diversity and Inclusion	We must work to increase diversity within our ranks and ensure a welcoming, inclusive environment for all personnel.
With one of the lowest fire protection district tax rates in DuPage County, funding can be challenging.	Grants, community partnerships, Levy or Bond measures are some recommendations.
Vehicles	Our fleet of emergency response vehicles is aging, and our revenue stream is not capable of keeping up with the rising cost. Some recommendations are: applying for grants, but these have proven to be difficult to obtain, approach the City of Warrenville for a share of TIF funds, downsize our fleet, or seek a bond referendum.
Website	The District will continue enhancing the website while retaining the ability to make “in house” updates. The District seeks an avenue to track the number of website visits and explore which links are most popular.
Board Member OMA Training	<p>The committee will recommend that every member of the District who is on a commission or board whose meetings are subject to OMA should take the OMA training every year. This training provides excellent guidance about this important law, takes approximately one hour and is available for free at: https://foiapac.ilag.gov/</p> <p>This recommendation applies to trustees, fire commissioners, members of the pension board and the foreign fire board, the Fire Chief, the Assistant Fire Chiefs, and the OMA officer.</p>

This is from Section VI, Review of Governing Statutes, Powers, Fire District Policies, Rules, Procedures, Training Materials, Reports, and other Documents, g. Transparency:

“It is the opinion of this committee that all of the boards and commissions whose meetings are governed by the Open Meetings Act should post as much of their packets as practical on the District web page in advance of their meetings, the same as the Board of Trustees does. With regard to the Ethics laws, this committee recommends that the District post their ethics policy on the District website. “

WARRENVILLE FIRE PROTECTION DISTRICT

Annual Report



2023

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MESSAGE FROM THE CHIEF

Dear Residents and Stakeholders of the Warrenville Fire Protection District,

I am pleased to present the 2023 Annual Report of the Warrenville Fire Protection District, reflecting our commitment to excellence in serving and protecting our community. This report highlights our achievements, challenges, and initiatives over the past year as we continue to uphold our mission of ensuring the safety and well-being of all residents.



Throughout 2023, the dedicated members of the Warrenville Fire Protection District have demonstrated unwavering dedication and professionalism in responding to emergencies, conducting fire prevention activities, and engaging with the community. Our department's efforts have been focused on enhancing our preparedness, response capabilities, and community outreach initiatives to better serve the needs of Warrenville.

In this annual report, you will find a comprehensive overview of our operational activities, training programs, community events, and partnerships that have contributed to our success in fulfilling our mandate. We have made significant strides in improving our firefighting capabilities, enhancing emergency medical services, and implementing innovative technologies to better serve our community.

I would like to express my gratitude to the members of the Warrenville Fire Protection District for their hard work, dedication, and commitment to excellence. Their tireless efforts have been instrumental in achieving our goals and ensuring the safety and security of Warrenville residents.

As we look ahead to the future, we remain steadfast in our commitment to continuous improvement, collaboration, and community engagement. The challenges we face may evolve, but our resolve to protect and serve the community remains unwavering.

I invite you to review the 2023 Annual Report to gain insight into the accomplishments and progress of the Warrenville Fire Protection District. Your feedback and support are invaluable as we strive to enhance our services and meet the evolving needs of our community.

Thank you for your continued trust and confidence in the Warrenville Fire Protection District. Together, we will continue to make Warrenville a safer and stronger community for all.

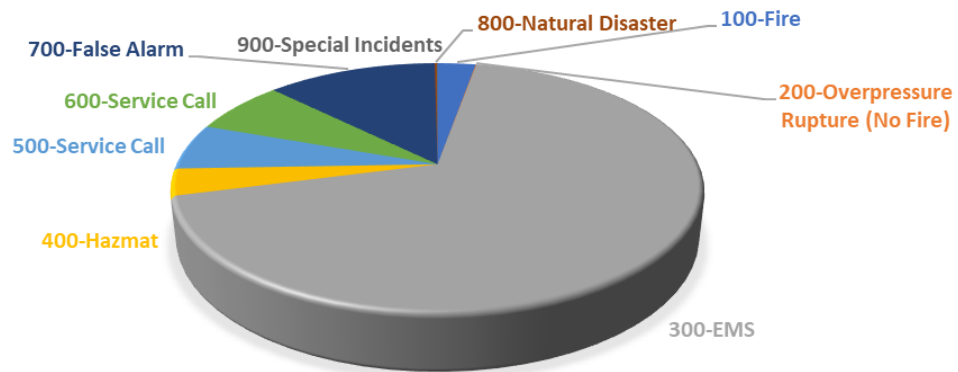
Sincerely,

Andrew Dina
Fire Chief

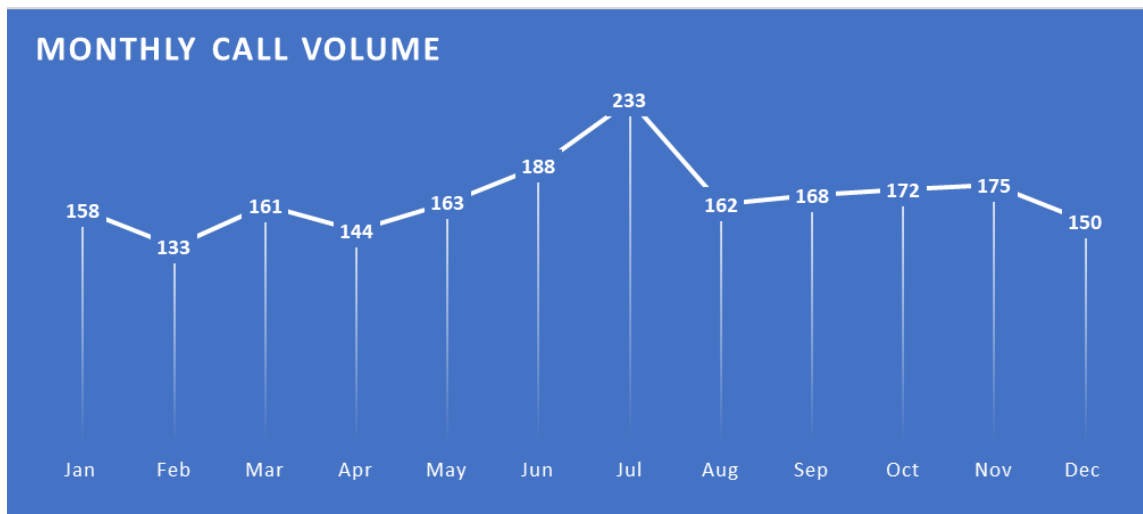
2023 RESPONSES

The summary by incident type chart provides a comprehensive overview of patterns and trends, enabling the organization to allocate resources efficiently. By categorizing incidents, we can identify commonalities and prioritize preventive measures.

SUMMARY BY INCIDENT TYPE



The monthly call chart is a vital tool that offers a dynamic visual representation of call volume patterns over time. Analyzing the fluctuations in call volume provides valuable insights into peak periods, enabling the organization to optimize staffing levels and resources accordingly.



By tracking trends and patterns, we can make informed decisions, refine strategies, and ultimately enhance customer satisfaction through a more responsive and well-prepared approach.

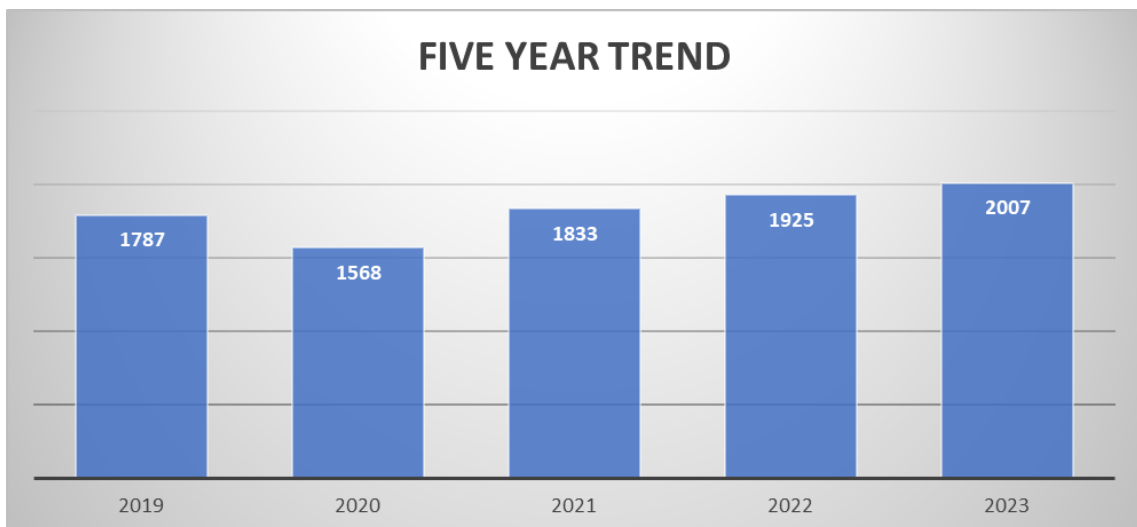
2023 RESPONSES

2023 Responses Continued

All Illinois fire departments are required by state law to report all incidents, including medical incidents, to the National Fire Incident Reporting System (NFIRS) which is administered by the United States Fire Administration.



The sustained surge in calls for service reflects the dynamic and evolving demands placed on the Warrenville Fire Protection District, resulting in the experience of our busiest year in history. This increase can be attributed to a combination of factors, including residential development and population growth.



ADMINISTRATIVE REPORT

- **Successfully awarded the following grants**
 - Successfully awarded the Illinois Public Risk Fund \$8,092.00 towards the purchase of automotive extrication equipment

- **New Hires**
 - Firefighter Paramedic David Koelper
 - Firefighter Paramedic Zachary Gloodt
 - Firefighter Paramedic Kevin Sheahan from part-time to career
 - Firefighter Paramedic Alec Stump from part-time to career
 - Cadet Benjamin Schrage
 - Cadet Peter Banaszek
 - Paid on-call Firefighter/EMT Andrew Miller
 - Paid on-call Firefighter/EMT Evan LeMaster
 - Paid on-call Firefighter/EMT Joshua Ruiz
 - Paid on-call Firefighter/EMT Andrew Janiec

- **Accomplishments**
 - Chief Dina was installed as President of the Metropolitan Fire Chiefs Association of Illinois.
 - Chief Dina and Assistant Chief Levy went from provisional to full Chief Fire Officer Certification, the highest level of certification in the State of Illinois.
 - Chief Dina was appointed as Chair of the DuPage County Emergency Telephone System Board Policy Advisory Committee.
 - Financial Analyst Amber Nadeau received Illinois Office of the State Fire Marshal Executive Support Personnel certification.
 - Administrative Assistant Jenna Reavy completed the Illinois Firefighter Peer Support Workshop.
 - Successfully settled a new three-year contract with Local 5036.
 - Carcinogenic PFAS firefighting foam was removed from the station and disposed of by a hazardous materials waste disposal company.

- **Purchases**
 - Purchased new state-of-the-art Zoll X-Series Advance cardiac monitor and defibrillator.
 - Purchased a second Lucas automatic chest compression device.
 - Purchased and installed a new server and virtual server.
 - Purchased and installed new pre-plan software Flow MSP.

MUTUAL AID BOX ALARM SYSTEM

The Warrenville Fire Protection District is a member of the Division 16 Mutual Aid Box Alarm System (MABAS). MABAS Division 16 consists of Seven full member agencies, one associate member agency, three dispatch centers, and the DuPage County Office of Homeland Security and Emergency Management.

MABAS Division 16 Agencies:

Warrenville Fire Protection District

Naperville Fire Department

Lisle Woodridge Fire Protection District

Downers Grove Fire Department

Bolingbrook Fire Department

Darien Woodridge Fire Protection District

Argonne National Laboratory Fire Department

Fermi National Laboratory Fire Department (Associate Member)

Oftentimes, communities face emergencies that overtax their own fire and emergency medical service operations, as well as their specialty response team capabilities. The Warrenville Fire Protection District receives and provides aid to these communities in the form of apparatus and manpower.

MABAS Division 16 was the only DuPage county MABAS division to be selected by the Department of Homeland Security to participate in the Securing the Cities program.

Full Members



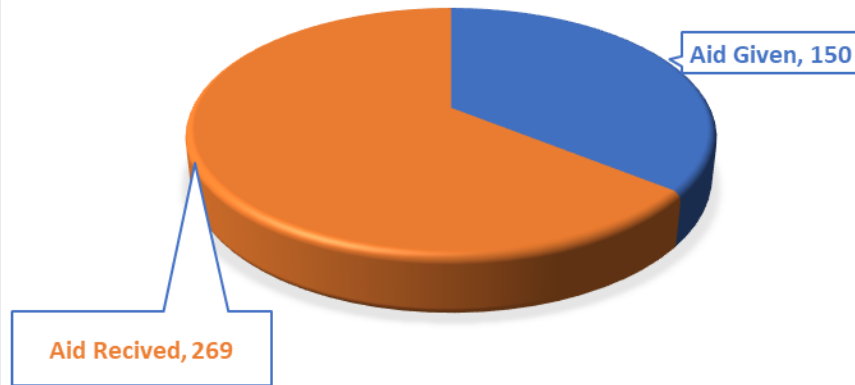
Associate Members



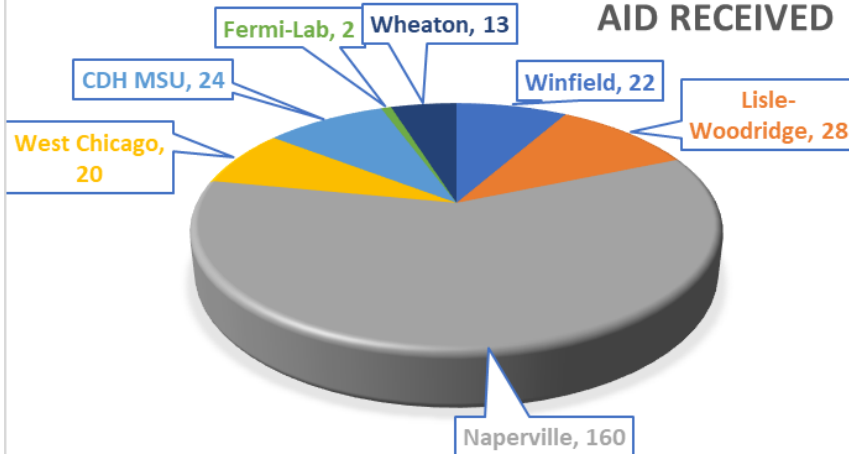
MUTUAL AID BOX ALARM SYSTEM

MABAS Continued

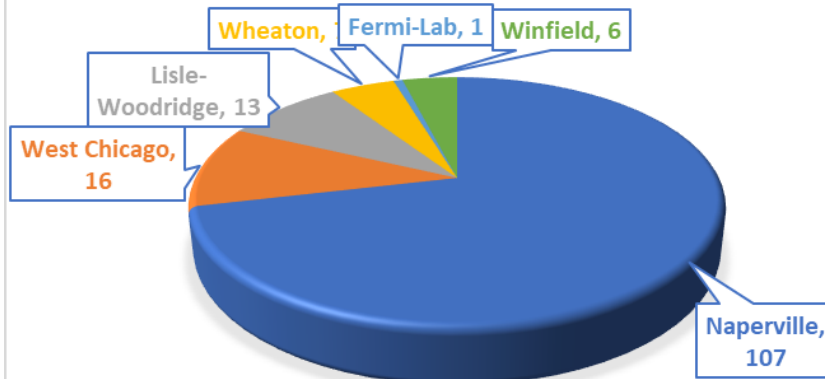
AUTOMATIC & MUTUAL AID



AID RECEIVED



AID GIVEN



RESPONSE TIMES

According to NFPA 1710, fire companies should strive for a turnout time of no greater than 80 seconds. Turnout time is defined as the time from when the alarm comes in when the apparatus pulls out of the station. Additionally, this standard states that the first arriving engine company should arrive on the scene within 240 seconds (4 minutes) for 90% of responses.

Response times are a critical factor in measuring the efficiency and effectiveness of an emergency response organization. In the fire service, response times can determine the amount of property lost to fire and smoke damage and even determine the survivability of a person trapped within a structure fire. In EMS, response times are a critical factor when "time is of the essence." Put simply, in trauma, cardiac arrest, or stroke victims, the patient's outcome is directly impacted by the time in which effective emergency care is initiated.



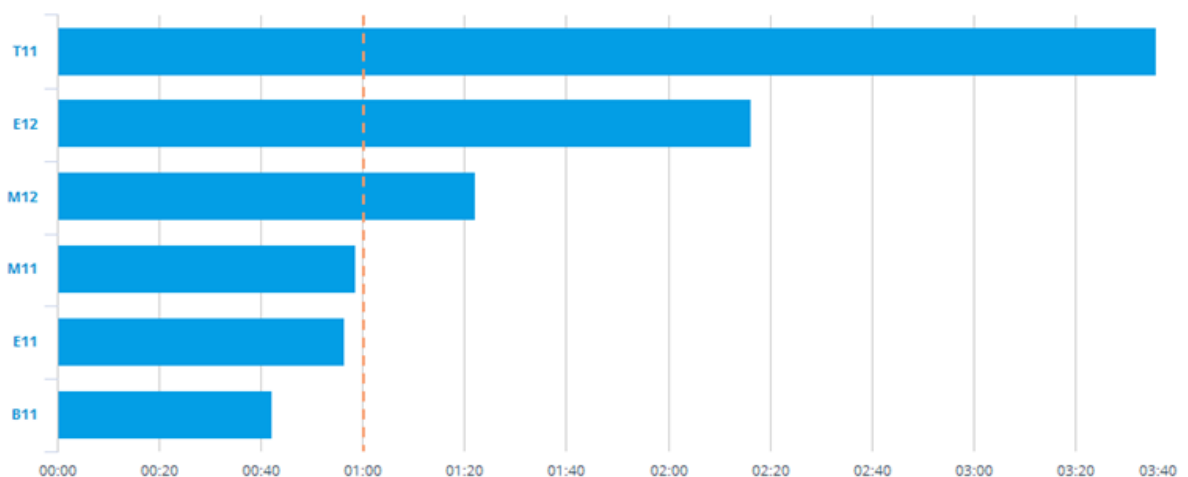
eso ANALYTICS Average Turnout Time By Apparatus

01:02
MM:SS
Average Turnout Time

58%
Of Responses
Turnout Time < 01:00

1,974
Incidents
In Selected Time Slice

365
DAYS
In Selected Time Slice



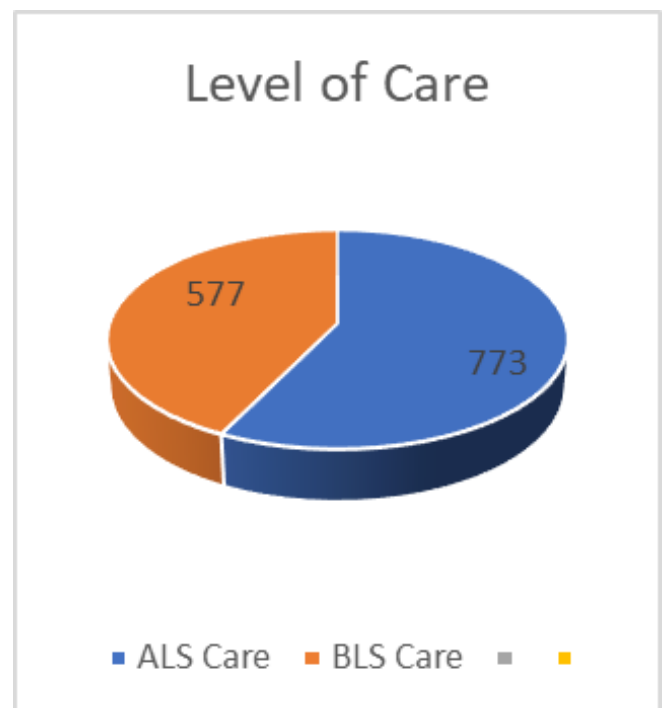
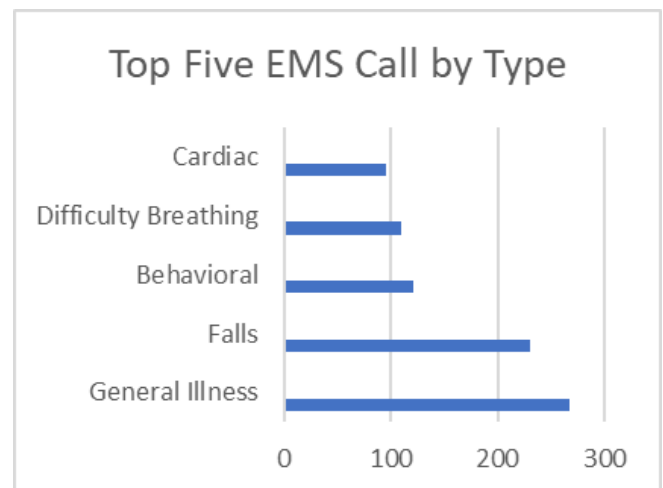
AVERAGE TURNOUT TIME (MM:SS)	01:02
TURNOUT TIME (<01:00)	58%
AVERAGE 1ST APPARATUS TURNOUT TIME (MM:SS)	00:48
90TH PERCENTILE 1ST APPARATUS TURNOUT TIME (MM:SS)	01:37

EMERGENCY MEDICAL SERVICES

The Warrenville Fire Protection District responded to 1,369 EMS incidents in 2023, which is 10% more than in 2022. These incidents included ambulance requests for cardiac and other medical problems, trauma, mutual aid requests, and various other potentially life-threatening emergencies.

EMS incidents in 2023 represented 62% of the Warrenville Fire Protection District's total response. All firefighters are licensed by the Illinois Department of Public Health as either an EMT-Basic or EMT-Paramedic providing advanced life support (ALS) and basic life support (BLS) emergency medical care to the citizens and visitors of Warrenville. The department is part of the Edward Hospital Emergency Medical Services System. The system ensures that paramedics are properly trained and that victims of injury or illness are assessed, treated, and transported to local Emergency Room Departments in a timely manner.

The Stryker LUCAS Compression Device that was purchased in 2022 made such a big impact on the outcome of patients in Cardiac Arrest that the district purchased a second device. Now we currently have a LUCAS device on both ambulances. The newly embarked partnership with Northwestern's Mobile Stroke Unit (M34) was used 24 times in 2023. This partnership provided immediate care to the residents of Warrenville who were showing signs of a stroke.



TRAINING REPORT

The Training Division at the Warrenville Fire Protection District provides training in fire suppression, Special Operations, & Vehicle Operations. The Division provides an annual training schedule that meets the National Fire Protection Association standards for Firefighters (NFPA 1001), Technical/Special Operations Rescue (NFPA 472 & 1006), Fire Officer (NFPA 1021), & Fire Instructor (NFPA 1041). We also meet the training benchmarks for the Insurance Rating Office (ISO) and the newly added recertification requirements for a number of Illinois State Fire Marshal's Office certifications.

Along with weekly training opportunities, the Division supports the training of firefighters by financially funding the cost of attending courses at several outside training academies including Romeoville Fire Academy, NIPSTA (Northeastern Illinois Public Safety Training Academy), and the State Fire Academy IFSI (Illinois Fire Service Institute).

MABAS Division 16 Training Officers also formulate a monthly training schedule that enhances the training that involves the use of multiple crews to complete. This includes Live Fire, Active Shooter, and large-scale Special Operations scenarios.

The Training Division also oversees the Cadet Program. The Cadet program allows high school seniors to experience a taste of what the profession of a firefighter is all about. The year-long program hits the highlights of traditional fire academies and allows them to decide if the profession is for them. After our program, the cadets are allowed to attend the Explorer/Cadet Weekend at IFSI and sponsorship to a Regional Fire Academy to be certified as a Firefighter, The academy of choice has been the College of DuPage.

The Training Division at the Warrenville Fire Protection District provides training in fire suppression, Special Operations, & Vehicle Operations. The Division provides an annual training schedule that meets the National Fire Protection Association standards for Firefighters (NFPA 1001), Technical/Special Operations Rescue (NFPA 472 & 1006), Fire Officer (NFPA 1021), & Fire Instructor (NFPA 1041). We also meet the training benchmarks for the Insurance Rating Office (ISO) and the newly added recertification requirements for a number of Illinois State Fire Marshal's Office certifications.

TRAINING REPORT

Training Continued

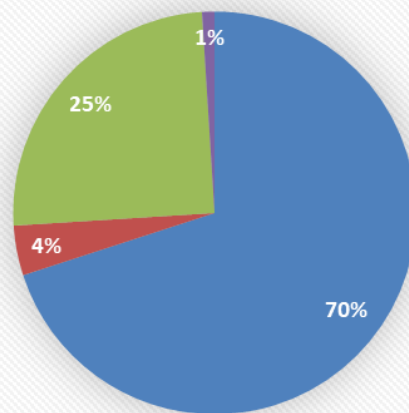
Highlights:

- 5 Sponsored for Fire Academy (Basic Operations FF Certification)
 - 3 Sponsored for Fire Apparatus Engineer Certification
 - 4 Sponsored for Vehicle & Machinery Operations Certification
 - 2 Sponsored for Fire Service Instructor I Certification
 - 1 Sponsored for Rope Operations Certification
- 4 Completed the Fire Service Vehicle Operations Certification
- 14 Other Misc. Non-certification course completed by Personnel

The Annual Training hours completed by personnel was 9,846. Below is a breakdown by month and by personnel type.

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

Percentage of Training Hours of Firefighters by Classification:



■ Career ■ Part-Time ■ Paid-on-Call ■ Cadet

CARDIOPULMONARY RESUSCITATION (CPR), AUTOMATED EXTERNAL DEFIBRILLATOR (AED) AND FIRST-AID

The Warrenville Fire Protection District provides up-to-date American Heart Association-based CPR, AED, and First-Aid training to both citizens of the community, as well as employees of the fire district. The district offers three courses. The first course is called BLS Provider. This course is geared toward individuals involved in the healthcare setting (ex; EMTs, Nurses, Doctors). The second course is called Heart Saver CPR/AED. This course is geared towards individuals who are not involved in a healthcare setting. The last course offered is First-Aid, a basic medical, traumatic, and environmental emergency class that provides the knowledge and hands-on skills for providing First-Aid care until more advanced medical personnel arrive.

These courses provide the rescuer/bystander with the cognitive and psychomotor training needed to give a person in cardiac arrest or having a medical/traumatic emergency the best possible outcome. Each course successfully completed nets the student a course completion card that is valid for two years. This year, WFPD CPR Instructors taught 9 classes and issued a total of 46 American Heart Association CPR cards. WFPD Instructors obtain their BLS Instructor certification through Edward Hospital's simulation and training department. This year we gained 1 new instructor to help keep an adequate student-to-instructor ratio of 1 instructor to 5-6 students. We also lost one instructor. WFPD currently has a total of 3 CPR instructors. Our goal is to provide our community and fire district employees with the most current knowledge and hands-on training in Cardiopulmonary Resuscitation, Automated External Defibrillator, and First-Aid. In 2024, with the increasing prevalence of workplace and school mass violence, our instructors will be looking into taking the "Stop the Bleed" instructor course. This course will certify our instructors to be able to teach a 4th course for the fire district, "Stop the Bleed". This course provides basic steps to take in stopping life-threatening bleeding. This course is proving to be popular in today's communities with the unfortunate increase in mass violence.



TECHNICAL RESCUE TEAM

Technical rescue operations at the Warrenville Fire Protection District are supported by a member who holds all technician-level certifications in technical rescue disciplines, including rope rescue, trench rescue, confined space rescue, and structural collapse. Several other District members hold certifications and can provide valuable assistance during incidents. The Warrenville Fire Protection District collaborates with the MABAS Division 16 Technical Rescue Team to handle technical rescue incidents in and around Warrenville. MABAS Division 16 is made up of members from various area fire service agencies, including the Warrenville Fire Protection District, Lisle-Woodridge Fire Protection District, Darien-Woodridge Fire Protection District, Argonne National Laboratory, Bolingbrook Fire, Downers Grove Fire, Fermilab Fire, and Naperville Fire Departments. Monthly training sessions are conducted at the division level, covering various disciplines and hosted by different departments.



In 2023, Warrenville hosted a rope rescue drill as part of the training, simulating a scenario where a window washer was stuck and required medical attention. Team members typically attend approximately 40 hours of technical training each year. The Warrenville Fire Protection District possesses basic technical rescue equipment and operates at an operations level. This equipment, along with trained personnel in technical rescue, plays a crucial role while awaiting the arrival of more specialized equipment from the MABAS Division 16 technical rescue team. The district's equipment is stored on the ladder truck, and financially, the district consistently invests in replacing outdated equipment and acquiring state-of-the-art gear in the industry.

The Office of the Illinois State Fire Marshal's Office has set requirements for multiple certifications that require a specific number of training hours to maintain. Training at the District and MABAS Division level contributes to the State recertification process. The Warrenville training division is focused on familiarizing personnel with the technical rescue discipline. Training begins with basic knots and mechanical advantage systems and concludes with various scenario-based incidents to prepare personnel for command and operational roles during a technical incident.

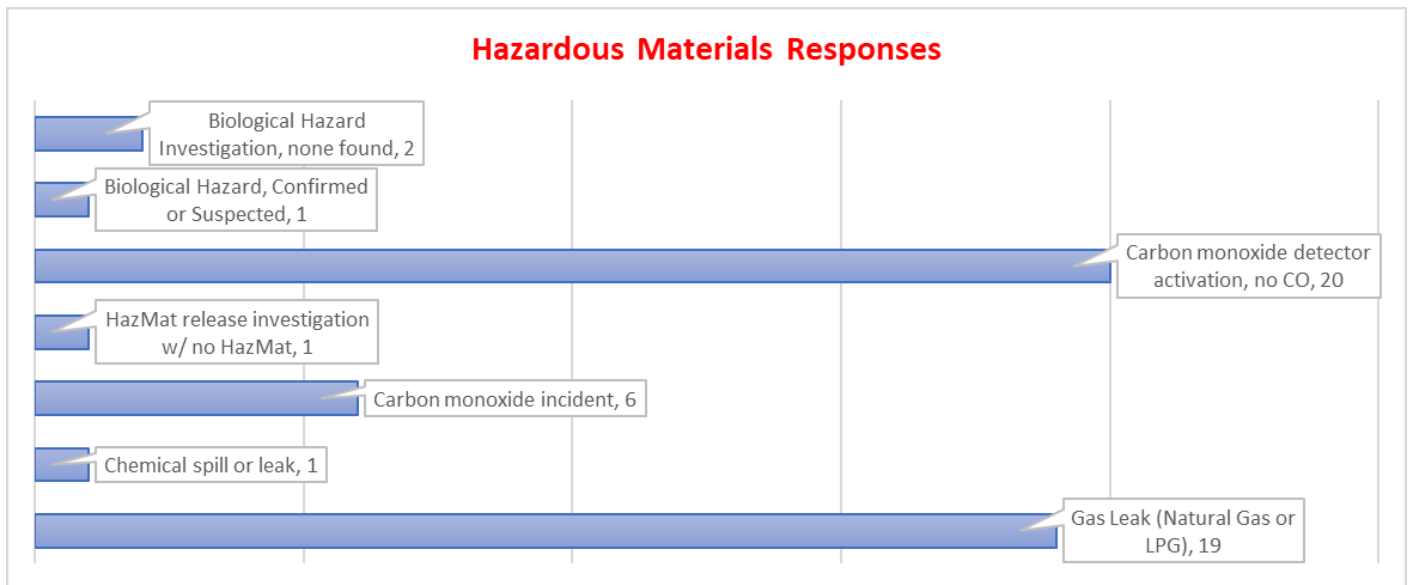


HAZARDOUS MATERIALS INCIDENT RESPONSE TEAM

The Hazardous Materials Response Team is one of the six teams that make up the MABAS Division 16 Hazmat Team. The members are a group of individuals that are specifically trained to handle hazardous materials or dangerous goods, i.e. radioactive materials, toxic chemicals, and substances, or any hazardous vapors that present an asphyxiating inhalation hazard.



All firefighters are certified to the Hazardous Materials First Responder-Operations level. Members assigned to the Hazardous Incidents Response Team are further trained to the Technician level. The Warrenville Fire Protection District has two (2) technicians ready to deploy with the MABAS Division 16 Hazardous Materials Team to mitigate chemical, radiological, or biological emergencies within the division’s borders.



Significant Incidents:

- March 12 - Carbon Dioxide Leak
- May 3 - Div. 16 Hazmat responded to Naperville for Box Alarm for the MVA with a Chemical Spill/Leak.
- August 17 - Div. 16. Hazmat responded to Warrenville for the Box Alarm for the Chemical Spill/Leak

FIRE INVESTIGATIONS

Fire investigation is a field that requires a high level of skill and knowledge as well as particular attention to detail. The Illinois General Assembly enacted the Fire Investigation Act (425 ILSCS 25) in 1909. This required all Fire Chiefs, or their designee, to investigate and report all fires in their legally organized municipal fire departments and fire protection districts within the state of Illinois. The goal of the Fire Investigation Program is to provide an adequate, effective, and efficient program directed toward the identification of the origin and cause of fires and explosions, and to continue to train a sufficient number of members to serve the needs of the Warrenville Fire Protection District and the community effectively.



Team Members:

A/C Joe Levy
Capt. Bill Zabler
Inv. Theresa McBride

In 2023, the Fire Investigation Team (FIT) worked closely with the Warrenville Police Department, DuPage County Fire Investigation Task Force, Illinois State Fire Marshal's Arson Investigators, and the Bureau of Alcohol, Tobacco, and Firearms to determine the origin and cause in six (6) investigations throughout the county.



Following an established scientific method, fire investigators will evaluate fire scene evidence, conduct interviews, take photographs, and create sketches in an attempt to determine the origin and cause of each fire.

Significant Incidents:

- May 10, 2023 - A/C 11, Naperville
- May 24, 2023 - Inv. McBride, Elmhurst
- May 26, 2023 - A/C 11 and Inv. McBride, Bloomingdale
- May 29, 2023 - DCFITF, Warrenville
- July 8, 2023 - A/C 11, West Chicago
- December 29, 2023 - A/C 11, Roselle

OCCUPATIONAL HEALTH & SAFETY

The Health & Safety Committee, comprised of union, non-union, and management, plays a pivotal role in fostering a secure and healthy work environment. This committee serves as a forum for collaborative discussions on workplace safety, identifying potential hazards, and formulating preventative measures.

The 2023 Health & Safety Committee was represented by the following members:

- Executive Manager: Fire Chief Andrew Dina
- Chairperson/Secretary: Assistant Chief Joseph Levy
- Safety Director: Captain William Zabler
- Career Member: Captain Dominic Tosto
- District Member: Firefighter Aaron Carstens



The committee acts as a proactive mechanism for risk assessment and ensures compliance with safety regulations. Through regular inspections, incident investigations, and safety training initiatives, the committee helps mitigate risks, reduce accidents, and ultimately creates a workplace that prioritizes the well-being of its personnel.

The committee took actions on the following:

- Implemented General Order 02.74 – Stretching Program which defines the shift and pre-training stretching policy for line personnel.

Fire District Work Related Injuries

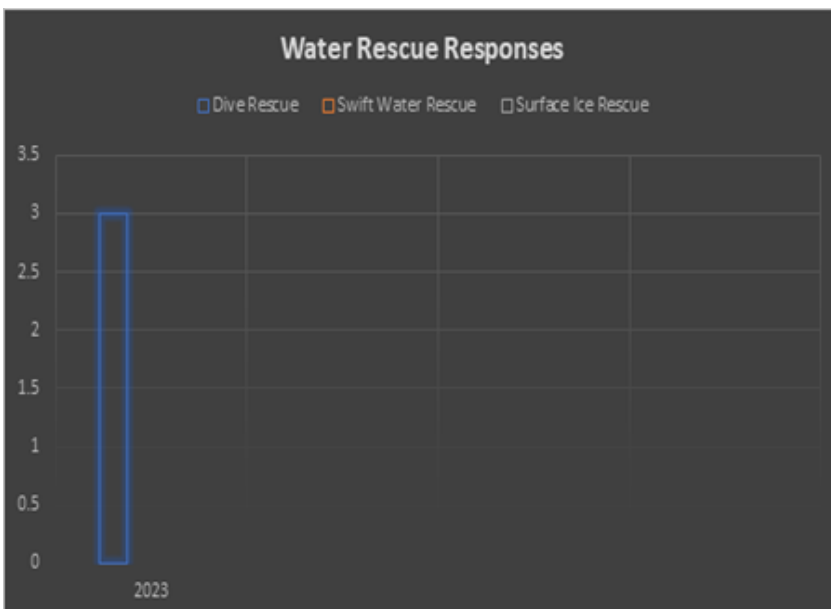
The committee reviewed five (5) district employee work-related injuries.

- None of these injuries resulted in any lost workdays

WATER RESCUE TEAM

The Warrenville Water Rescue Team consists of four members who are certified in dive, swift water, and boat operations. These members are dedicated to providing the highest level of service through training and when responding to water-related incidents. Within the district we serve, there are multiple lakes, ponds, and a portion of the DuPage River. Our team is part of the MABAS 16 Water Rescue Team and utilizes its resources and personnel for every water-related incident.

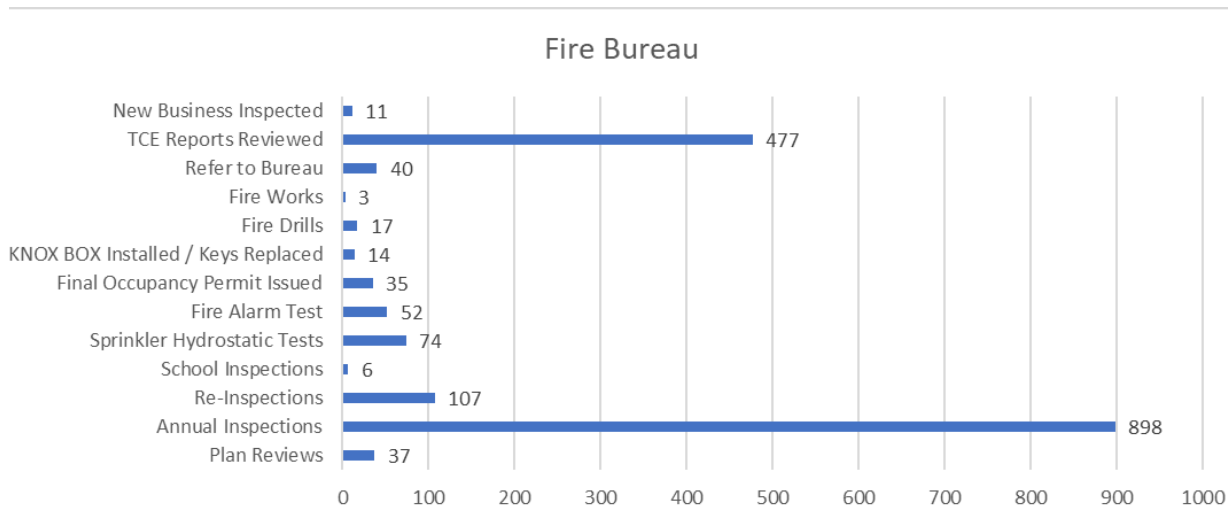
Our Water Rescue Team is currently working on recruiting new members to improve our level of response. To become a water rescue member, these individuals will have to attend three drills so they can observe what their expectations will be. After the individuals attend the three mandatory drills, they will have to take multiple classes to become certified water rescue members. Once they are certified in multiple areas of water rescue, they can then perform the duties as a team member. Training is a top priority for our members. Most of our open water drills are held at the Blackwell Forest Preserve. This location provides our members with the ability to train on subsurface and surface water operations. We have also utilized the DuPage River to enhance our members' skills in swift water operations.



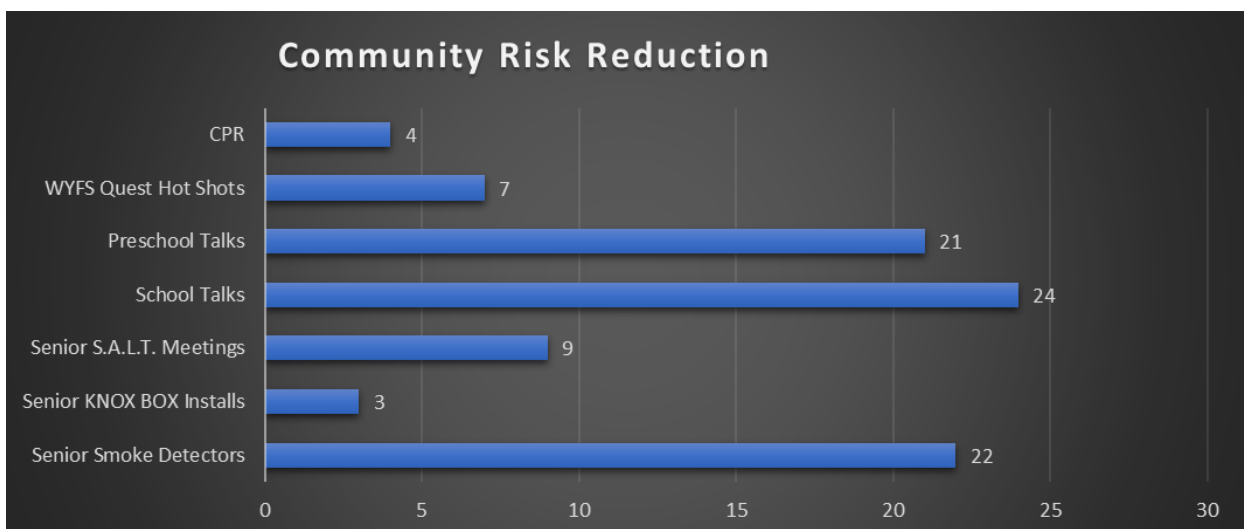
In 2023, our team responded to three incidents. Our divers responded to Naperville as part of the MABAS 16 water rescue response for a person in the water that can no longer be seen on the surface. One of our dive members searched to locate the victim but after interviewing the witnesses, it was confirmed that there were no victims in the water. Our divers also responded to a local pond within our district to assist an outside agency. This incident spanned over two days and additional divers were received by neighboring fire departments.

FIRE PREVENTION & COMMUNITY RISK REDUCUTION

Building safety and code compliance is of extreme importance to the Warrenville Fire Protection District. Fire Marshal Carl Voda works to ensure all buildings and occupancies remain in compliance with International Building and Fire Codes. Inspector Michael Landers has a thorough knowledge of these codes and strives to maintain compliance in all construction and remodels of existing buildings within the District.



Community Risk Reduction (CRR) is a term relatively new to the fire service. CRR encompasses public education and fire prevention but uses data-driven analyses to discover and manage all types of risks to the community. The Warrenville Fire Protection District works diligently to improve the health and safety of the District residents, their guests, and the community overall. In addition to delivering education programs to target audiences, the Fire District works with other City departments to ensure all building renovations and new construction meet current life safety codes through fire prevention plan reviews, occupancy inspections, and other initiatives.



PUBLIC EDUCATION

Throughout the year, we had an active and impactful outreach to the public. We conducted educational sessions at various preschools including Crème De La Crème, Bloom Child Care, Gardner School - Warrenville, Gardner School - Naperville, and Waldorf School of DuPage. Additionally, we expanded our reach to elementary schools such as Bower Elementary, Johnson Elementary, and Waldorf, teaching fire safety to children of different age groups.

Furthermore, we conducted fire extinguisher classes at Northwestern Medicine Surgical Center, Fuel tek, and Sanata Bio, educating a total of 46 adults. Our participation in events like the Bike Rodeo and National Night Out with the Warrenville Police allowed us to engage with the community and promote fire safety awareness.

Our efforts also extended to senior citizens through Carl Voda's participation in the SALT program, focusing on fall prevention and home smoke alarms for 20 seniors. An open house event attracted approximately 400 attendees, showcasing a significant increase in participation compared to the previous year.

In the preschool program, we reached 223 children aged 3-5, covering topics such as smoke alarms, home escape planning, and fire drill procedures. For elementary school students aged 6-10, we delivered similar sessions in longer durations, educating a total of 653 children throughout the school year.

Our collaboration with Warrenville Youth and Family Services and the Police Department in the Hot Shots program aimed to educate high-risk youth aged 11-14 on fire safety and public safety. Station tours, off-site fire safety events at locations like the Warrenville Public Library and Lifetime summer camp, and participation in community events like Touch a Trucks, collectively reached 654 community members.

By attending block parties and public events, we engaged with 200 individuals within the community, bringing the total number of people reached to 2,487. This marked an increase of 825 individuals compared to the previous year, demonstrating our commitment to enhancing fire prevention and safety education in our community.

TACTICAL EMERGENCY MEDICAL SUPPORT

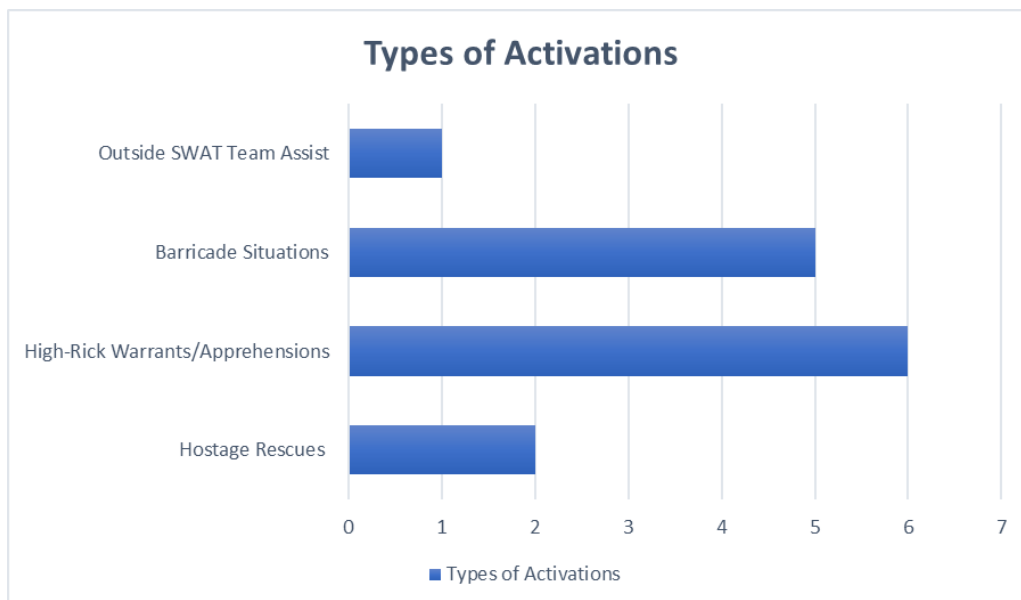
DuPage Metro SWAT is comprised of 83 total members including 1 Commander, 3 Assistant Commanders, 1 Assault Force Commander, 7 Team Leaders, 10 Assistant Team Leaders, 28 Operators, 5 Forward Observers, 8 Tactical Medics, 5 Tactical Dispatchers, 11 Drivers, 3 Intelligence Analysts, and 1 Quartermaster. In 2023 Metro SWAT added 11 Operators, 3 Medics, and 2 Drivers.

Warrenville Fire Protection District currently has one active TEMS on Metro SWAT, Capt. Tosto.



In 2023, Metro SWAT had 15 activations, including 1 shooting, 5 High-Risk Warrants/Apprehensions, 8 Barricade situations, and 1 search of a building.

For 2024, Metro SWAT participated in an active shooter tabletop exercise and has initiated the planning process for the team’s participation in an exercise at Argonne Laboratory. Working through NEMRT, in 2024 Metro SWAT Operators will receive state mandate credit for applicable training days.



LOGISTICS

Logistics is responsible for maintaining Warrenville Fire Protection District's main station located at 35472 Batavia Rd. Logistics assists administrative personnel with both turnout gear and working with service companies in maintaining the District's only station.



2023 various completed maintenance projects:

- Six electrical projects/repairs (including low voltage)
- Two drywall projects/repairs
- Two insulation projects/repairs
- Four plumbing projects/repairs
- Four clothing washer/dryer repairs
- Extractor (gear washer) repaired
- Gear Grid Locker door installation
- Station sprinkler leak repair
- Installation of workshop cabinets
- Kitchen door repair
- Multiple oven repairs
- Screen insulation on west side, north gable vents (above stairwell)
- Hose tower second floor window ledge repair

2023 turnout gear:

- 10 sets of turnout gear (coat & pants) purchased
- 6 pairs of structural firefighting gloves
- 2 pairs of extrication gloves
- 15 pairs of PVC gloves ordered (please note, this is not turnout gear)
- Thirteen disposed of turnout gear pieces

HONOR GUARD

Purpose of the Honor Guard: To provide, as a line of duty death benefit, dignified, honorable services for fallen fire service members and their surviving family members through organization of, and participation in, funeral and memorial services.

The Warrenville Fire Protection District Honor Guard is currently in its 5th year of service and continues its proud tradition to Honor, Cherish, and remember the men and women of the fire service. The Warrenville Fire Protection District Honor Guard operates under the Associated Firefighters of Illinois State Honor Guard guidelines.

In addition to funeral duties, the Honor Guard is responsible for maintaining and presenting the colors of the Warrenville Fire Protection District and Warrenville Professional Firefighters Union L5036 for parades, celebrations, and memorials.

In 2023, the Honor Guard was active in the funeral services for FF Frank Nunez, Itasca FPD, FF Andrew Price, Jermaine Pelt, Lt. Jan Tchoryk, and Lt. Kevin Ward of the Chicago FD respectively.

Current Warrenville Fire Protection District Honor Guard Members:

- Asst. Chief Joseph Levy
- Capt. William Zabler (AFFI Member)
- Lieutenant Michael Vaughn (AFFI Member)
- Lieutenant Joshua Hamman
- Lieutenant Mia Ingram



OUR MISSION, VISION, AND VALUES

Mission

The mission of the Warrenville Fire Protection District is to respond to and mitigate emergencies in a safe and efficient manner. We will serve our community by providing high-quality public education, fire prevention, and risk reduction services all while displaying a high level of respect and compassion for our residents, our visitors, and one another.

Vision

Our vision is to pursue excellence in emergency and non-emergency services through continuous improvement in all that we do while honoring the foundation of selfless service, tradition, family values, and fiscal responsibility which our institution was built upon.

Values

Respect

Respect is a guiding value for all members of the Warrenville Fire Protection District. We will treat others in the same way we would like to be treated ourselves. Open and honest communication is key to building a respectful environment in which trust and transparency thrive.

Integrity

Integrity is the foundation on which relationships and trust are built. We are honest with ourselves, with each other and with the community we serve. When faced with difficult decisions and hard choices, we do the right thing even in the face of adversity.

Passion

Passion is the value that drives and motivates us. It is a love for what we do, why we do it, and whom we do it with. Passion is the fire that fuels our desire to accomplish great things.

Dedication

Dedication is complete and committed loyalty. It is connecting oneself physically, mentally, and principally to a course of action and seeing it through. It is the last of our core values because, without dedication, the other values are meaningless.

I would like to thank all members of the Warrenville Fire Protection District for their professionalism and commitment at every level of the organization. I would also like to thank our elected and appointed officials for their continued support. Together we will meet the fire, rescue, emergency medical, community risk reduction, and public education needs of our growing community.

-Chief Andrew Dina

