

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVE AGENDA

5. PUBLIC COMMENTS

6. ROUTINE BUSINESS

- a) Approval of Minutes
 - 1. Regular meeting on 03/20/2024
 - 2. Special meeting on 03/26/2024
 - 3. Special meeting on 04/04/2024
- b) Financial Reports
- c) Approval of Bills
 - 1. Approve purchase of replacement oven from Sourcewell Contract not to exceed \$5,800
- d) Other Finance
 - 1. Approve the transfer from General Fund to Capital Fund for \$2,150,000
 - 2. Approve engagement letter with Sikich for accounting services
- e) Closed Session
 - 1. Collective negotiating matters

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 Chief Dina's performance goals for FY24/25
 - 2. Discussion and possible action on employment contract for Assistant Chief Joseph Levy
 - 3. Discussion and possible action on employment contract for Fire Chief Andrew Dina
 - 4. Swearing-in ceremony

8. UNFINISHED BUSINESS

- a) Discussion and possible action on capital cost reimbursement
- b) Status update on WFPD strategic plan project
- c) Discussion and possible action on recommendations from the Decennial Committee on Local Government Efficiency

9. NEW BUSINESS

- a) Discussion and possible action on property and casualty and crime insurance renewals
- b) Discussion and possible action on Chief Dina's attendance and expenses for trainings/conferences

10. ADJOURN

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

**Minutes of Trustee Meeting
March 20, 2024**

CALL TO ORDER

Trustee Pertell 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 (via zoom), Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, Fire Chief Andy Dina (left at 1732 hours, returned at 1756 hours), Assistant Chief Jamie Clark (arrived at 1714 hours, left at 1732 hours, returned at 1806 hours), Assistant Chief Joe Levy (arrived at 1710 hours, left at 1732 hours, returned at 1756 hours), Financial Analyst Amber Nadeau (left at 1732 hours, returned at 1806 hours), and Administrative Assistant Jenna Reavy (left at 1732 hours, returned at 1806 hours). Absent was Secretary Joe Rogers.

Guests were Fire Marshal Carl Voda (left at 1732 hours, returned at 1806 hours), Heather Bovio (left at 1732 hours), Denise Kloska (left at 1724 hours), Beth Fairbanks (left at 1732 hours), and Attorney Shawn Flaherty representing Ottosen DiNolfo Hasenbalg & Castaldo, Ltd. (left at 1721 hours).

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to allow President Perkins to attend and participate remotely via zoom due to a family emergency.

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

APPROVAL OF AGENDA

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the agenda with the boundary jurisdiction discussion and update from the Warrenville Firefighters' Auxiliary moved to after public comments.

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

PUBLIC COMMENTS

None.

UNFINISHED BUSINESS

Attorney Flaherty discussed boundary jurisdiction matters for the District. Some parcels are part of an IGA between Wheaton Fire District and the Forest Preserve District of DuPage County. There is a provision in the IGA that says if the agreement is challenged, the property will get annexed into the City of Wheaton. Warrenville Fire Protection District still has the right to do code enforcement for this area. Trustee Thompson questioned the validity of the entire IGA. Attorney Flaherty provided estimated legal fees to pursue this property. Attorney Flaherty suggested that a Trustee and Chief have an amicable meeting with them, which they agreed with the suggestion. The other boundary area is located by the golf course. The golf course would have to be annexed into the District before surrounding houses could be annexed.

NEW BUSINESS

The President of the Warrenville Firefighters’ Auxiliary, Denise Kloska, provided an update to the Board including recent activities and upcoming events.

APPROVAL OF MINUTES

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the regular minutes of the regular meeting on February 21, 2024.

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

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the regular minutes of the special meeting on March 4, 2024.

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

A motion was made by Trustee Thompson, seconded by Trustee Carstens, to approve the closed session minutes of the regular meeting on February 21, 2024 with a small word change.

ROLL CALL:
Carstens – AYE
Perkins – AYE
Pertell – AYE
Rogers – ABSENT
Thompson – AYE
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 \$6,429,619.33 and an ending cash balance of \$6,172,981.40 as recorded in the February 2024 financial reports.

Financial Analyst Nadeau said the interest rates are now noted on the Cash Activity report.

Chief Dina noted the February ambulance revenues were \$108,740.59. The Fire Recovery revenue was \$22,189.07. The Fire Bureau revenue was \$1,150.00. Some of the Fire Recovery revenue received was due to a hazmat incident, which part of the money will go to the mutual aid agencies that were involved.

Chief Dina said the Fifth Third Pooled Trust Investment account has been closed. There was \$473,554.81 in proceeds that were used to open an account with The Illinois Funds.

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

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

APPROVAL OF BILLS

None.

OTHER FINANCE

None.

CLOSED SESSION

At 1732 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to go into closed session for personnel matters in accordance with 5 ILCS 120/2(c)(1).

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

Fire Chief Dina, Assistant Chief Levy, Financial Analyst Nadeau, Administrative Assistant Reavy, and guests left for closed session.

Closed session ended at 1805 hours.

FIRE CHIEF'S REPORT

Chief Dina reported there were 176 calls for service in the month of February 2024, which included 123 EMS calls and 53 fire and rescue calls.

Chief Dina reported there were two significant incidents in Warrenville for February, which were both structure fires.

Chief Dina presented to the St. Irene's Senior Lunch Group, which had 60 attendees present.

The Illinois Healthcare and Family Services Office of the Inspector General (HFS OIG) completed a virtual video guided visit for Medicaid eligibility.

IPRF conducted the District's semi-annual Loss Control meeting.

The Fire Prevention Bureau, along with Chief Officers, completed a thorough life safety inspection of the Illinois Youth Center.

Chief Dina met with a DEIB trainer to review training class opportunity.

Staff personnel attended the City of Warrenville State of the City address.

Chief Dina and Fire Marshal Voda gave a fire safety presentation to the Milton Township Seniors and Law Enforcement Together (SALT) group, which had approximately 30 attendees.

Assistant Chief Levy attended the Illinois Pipeline Safety Program in Glen Ellyn.

Assistant Chief Levy attended Hazardous Materials Sampling training in Bolingbrook.

Chiefs and Financial Analyst Nadeau completed the budget review with Sikich.

Chief Dina is working with legal and the Illinois Fire Chiefs Association to submit legislation to allow a fire authority as a way to consolidate fire districts and departments in Illinois.

TRUSTEES

None.

FIREFIGHTERS' APPRECIATION

Administrative Assistant Reavy said there has been good feedback about the dinner. The next one is scheduled for Saturday, March 8th.

ATTORNEY

None.

LOGISTICS

Assistant Chief Levy presented the Logistics Report.

TRAINING

Assistant Chief Levy presented the Training Report. February had 810 training hours.

EMS

Assistant Chief Levy presented the EMS Report.

APPARATUS

Assistant Chief Levy presented the Apparatus Report. The Dodge ambulance has been out of service for repairs since February 12th. It is expected to be back in the next couple days.

FIRE BUREAU

Fire Marshal Voda presented the Fire Bureau Reports for January and February.

PERSONNEL

The Board of Trustees tabled the pay rate increases for non-bargaining unit personnel until the special meeting scheduled for March 26th.

The Board of Trustees tabled the employment contract for Assistant Chief Levy until the special meeting scheduled for March 26th.

The Board of Trustees tabled the employment contract for Fire Chief Dina until the special meeting scheduled for March 26th.

Chief Dina noted that a new career FF/PM will start on March 25th to fill a vacant position.

UNFINISHED BUSINESS

Chief Dina continues to work with the City of Warrenville for the capital cost reimbursement. The District and the City have confirmed 602 units in TIF #3 and TIF #4. The next step is to valuate those units.

Chief Dina provided quotes for IT services. He noted that the quote from HTS does not include the mobile computers.

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the NTIVA contract renewal for IT services.

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

Chief Dina provided an update on the District's strategic plan project. He sent thank you emails to external stakeholders. The internal stakeholder meetings went well. There has been great feedback received. Chief Dina is waiting for the ESCI report to present to the Board.

Financial Analyst Nadeau provided an overview of the draft budget. She noted a few changes in the budget numbers from the last meeting. Financial Analyst Nadeau explained the timeline for reviewing and approving the budget. The proposed budget will get posted at the station and on the website for 30 days prior to the May meeting. The public hearing and budget approval are anticipated to occur at the May meeting.

NEW BUSINESS

Chief Dina presented the 2023 Annual Report for the Warrenville Fire Protection District.

Chief Dina provided a quote for DEI training. He searched several places to find a company that would come on-site to provide the training. Sikich uses and referred the proposed vendor. Chief Dina said the City of Warrenville might be interested in attending the training and sharing some of the cost. The training would be recorded for future use.

A motion was made by Trustee Thompson, seconded by Trustee Pertell, to approve the proposal for DEI training not to exceed \$6,000.

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

Chief Dina said part of the strategic plan was looking over our GIS data. The strategic plan vendor, ESCI, was impressed by the District's data. However, they were concerned that only one person could access it and the data is not being backed up. The GIS consulting proposal includes making data available to others and creating an interface between ESO and ArcMap.

A motion was made by Trustee Carstens, seconded by Trustee Thompson, to approve the agreement for GIS consulting for \$5,779.

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

ADJOURNMENT

At 1905 hours, a motion was made by Trustee Carstens, seconded by Trustee Thompson, to adjourn the meeting.

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

Present at the end of the meeting were President Kate Perkins (via zoom), 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 Fire Marshal Voda.

The meeting adjourned at 1905 hours.

President

Secretary

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

**Minutes of Special Trustee Meeting
March 26, 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, and Trustee Al Thompson (left at 1704 hours, returned at 1705 hours).

APPROVAL OF AGENDA

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

5 AYES MOTION CARRIED

PUBLIC COMMENTS

None.

CLOSED SESSION

At 1701 hours, a motion was made by Trustee Thompson, seconded by Trustee Carstens, to go into closed session to discuss personnel matters in accordance with 5 ILCS 120/2(c)(1).

5 AYES MOTION CARRIED

Closed session ended at 1828 hours.

PERSONNEL

In regards to the performance evaluation for the Fire Chief, the future goals will be discussed at an upcoming meeting.

A motion was made by Trustee Carstens, seconded by Trustee Pertell, to approve a two-year employment contract for Assistant Chief Joseph Levy with the first-year salary of \$148,500.

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

A motion was made by Trustee Perkins, seconded by Trustee Carstens, to approve a two-year employment contract for Fire Chief Andrew Dina with the first-year salary of \$160,000.

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

A motion was made by Trustee Perkins, seconded by Trustee Thompson, to approve the recommended pay increases for non-bargaining unit personnel as proposed effective May 1, 2024 with the adjustment to the Fire Chief’s salary for \$160,000.

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

UNFINISHED BUSINESS

None.

NEW BUSINESS

The Board of Trustees discussed how much effort and money the District is willing to commit to support legislation that allows a fire authority as a way to consolidate fire districts and departments in Illinois.

A motion was made by Trustee Thompson, seconded by Trustee Rogers, directing President Perkins to request that Chief Dina provide a summary by April 10th on the anticipated timeline, staff hours, and costs regarding the fire authority legislation.

5 AYES MOTION CARRIED

ADJOURNMENT

At 1845 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, and Trustee Al Thompson.

The meeting adjourned at 1845 hours.

President

Secretary

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

**Minutes of Special Trustee Meeting
April 4, 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, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, and Fire Chief Andy Dina. Absent was Secretary Joe Rogers.

APPROVAL OF AGENDA

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

4 AYES 1 ABSENT MOTION CARRIED

PUBLIC COMMENTS

None.

CLOSED SESSION

At 1701 hours, a motion was made by President Perkins, seconded by Trustee Pertell, to go into closed session to discuss personnel matters in accordance with 5 ILCS 120/2(c)(1).

4 AYES 1 ABSENT MOTION CARRIED

Closed session ended at 1741 hours.

PERSONNEL

Trustee Pertell asked how other agencies avoid union grievances. Chief Dina explained his experience with unions in the past.

President Perkins asked if the goals for Chief Dina should be adjusted for the new year. There was a discussion about professional development and conferences/trainings for Chief Dina. The Board of Trustees will review the goals and provide comments before the next meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

At 1757 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 President Kate Perkins, Treasurer Denise Pertell, Trustee Jeff Carstens, Trustee Al Thompson, and Fire Chief Andy Dina.

The meeting adjourned at 1757 hours.

President

Secretary

Warrenville Fire Protection District
Cash Activity
Mar 2024

Beginning Cash Balance		6,172,981.40
Revenues:		
Receipts from the Monthly Receipts report	148,891.35	
PAYA Write Off	-	
Interest Income and Gain (Loss) on 5/3 Investment account	89.56	
Interest Income 5/3 Money Market account	11,041.20	
Foreign Fire Revenues	-	
Total Revenues		160,022.11
Expenses:		
Vendor checks from the Check Register report	(537,684.61)	
Outstanding The Illinois Funds Investments Check	473,554.81	
Payroll disbursements and fees from the Precision payroll reports	(191,178.15)	
Auto Disbursements	(57,284.19)	
Foreign Fire Disbursements	(8,000.00)	
Foreign Fire Disbursements Paid on 5/3 Credit Card and reimbursed to District	8,000.00	
Bank fee 5/3 Checking Account	-	
Bank fee Hinsdale Lockbox Account	-	
Bank fee Money Market	-	
Credit Card Processing Fee	(17.89)	
Ambulance Billing Fee	(4,758.00)	
Total Expenses		(317,368.03)
Ending Cash Balance		<u><u>6,015,635.48</u></u>
Bank Account Balances at month end:		
* Fifth-Third Checking		943,995.54
Fifth-Third Money Market (2.99%)		4,521,787.38
Fifth-Third Trust Investment		-
Fifth-Third Lockbox Checking		348.06
Hinsdale Bank and Trust Co Lockbox		-
Fifth Third Foreign Fire Tax		75,949.69
** The Illinois Funds Investments		473,554.81
		<u><u>6,015,635.48</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.

** Note: The Illinois Funds Investments account balance is displayed represents the general ledger balance not the bank balance. The money is in transit to open, no bank statement was issued.

Warrenville Fire Protection District
Summary of Cash
March 31, 2024

ASSETS

Corporate Fund

Fifth-Third Checking Pooled	\$ 650,861.07	
Fifth-Third Lockbox Checking	348.06	
The Illinois Funds Investments	473,554.81	
Fifth-Third Money Market	3,398,256.51	
Total Corporate Fund		4,523,020.45

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	107,584.13	
Total Workers Compensation Fund		107,584.13

Foreign Fire Fund

Fifth-Third Foreign Fire Tax	75,949.69	
Total Foreign Fire Fund		75,949.69

Capital Projects Fund

Fifth-Third Pooled Checking	142,856.29	
Fifth-Third Money Market	1,123,530.87	
Total Capital Projects Fund		1,266,387.16

Total Cash	\$	6,015,635.48
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Warrenville Fire Protection District
Account Reconciliation
As of Mar 31, 2024
01-00-1000-00 - Fifth-Third Pooled Checking
Bank Statement Date: March 31, 2024

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance			1,695,806.90
Add: Cash Receipts			26,263.92
Less: Cash Disbursements			(594,968.80)
Add (Less) Other			<u>(183,106.48)</u>
Ending GL Balance			<u>943,995.54</u>
Ending Bank Balance			1,461,587.87
Add back deposits in transit			
Total deposits in transit			
(Less) outstanding checks			
	Feb 21, 2024	11231	(100.00)
	Mar 14, 2024	11246	(473,554.81)
	Mar 14, 2024	11247	(12.59)
	Mar 28, 2024	11258	(120.00)
	Mar 28, 2024	11259	(19,415.00)
	Mar 28, 2024	11260	(8,000.00)
	Mar 28, 2024	11261	(261.36)
	Mar 28, 2024	11262	(1,700.00)
	Mar 28, 2024	11263	(5,111.50)
	Jan 19, 2024	16092	<u>(104.88)</u>
Total outstanding checks			(508,380.14)
Add (Less) Other			
	Mar 29, 2024	Payroll Regul	<u>(9,212.19)</u>
Total other			(9,212.19)
Unreconciled difference			<u>0.00</u>
Ending GL Balance			<u><u>943,995.54</u></u>

Warrenville Fire Protection District Monthly Receipts For the Period From Mar 1, 2024 to Mar 31, 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
3/1/24	10-00-1290-00 01-00-1000-00	DTMRW8G	Invoice: FP24-09 DND Fire Protection, Inc.	525.00	525.00
3/1/24	10-00-4310-00 10-00-1030-00	03012024	Amb Billing Fund 10 Amb Deposits Fund 10	348.06	348.06
3/14/24	10-01-6020-00 01-00-1000-00	1522	Reim FF Appreciation Fund 10 Warrenville Firemen's Auxiliary	250.00	250.00
3/14/24	10-00-4350-00 01-00-1000-00	55192	Fire Recovery - Corp Fire Recovery USA LLC	1,986.00	1,986.00
3/14/24	10-00-4100-00 01-00-1000-00	AC5272982	Replacement Tax-Corporate Illinois State Comptroller/Treasurer Off	5,151.77	5,151.77
3/14/24	10-00-2165-00 01-00-1000-00	051061393	Reim VEBA account - Nationwide duplicate payment Nationwide Insurance	441.76	441.76
3/14/24	10-00-4700-00 01-00-1000-00	248827466	Miscellaneous-Corporate - Record request Lexis Nexis	20.00	20.00
3/19/24	10-00-1290-00 01-00-1000-00	HGHWJJV8	Invoice: FP24-11 DND Fire Protection, Inc.	525.00	525.00
3/28/24	10-01-5000-00 01-00-1000-00	383903	Reim career payroll for Yager workers comp claim Illinois Public Risk Fund	2,263.90	2,263.90
3/28/24	10-00-1290-00 01-00-1000-00	300023957	Invoice: FP24-10 US Alliance Fire Protection, Inc.	525.00	525.00
3/29/24	10-00-4500-00 01-00-1000-00	03292024	Grant - Corporate - Safe Community First Responder Enbridge	4,720.00	4,720.00
3/31/24	10-00-4310-00 10-01-6115-00 01-00-1000-00	03312024	Amb Billing Fund 10 Paramedic Bill Fee Fund 10 Amb Deposits Fund 10	4,758.00 9,855.49	14,613.49
3/31/24	10-00-4310-00 10-00-1031-00	03312024-1	Amb Billing Fund 10 Amb Deposits Fund 10	117,521.37	117,521.37
				148,891.35	148,891.35

Warrenville Fire Protection District
Aged Receivables
As of Mar 31, 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
Affiliated Fire Systems, INC	405.00				405.00
American Back Flow & Fire Prote			220.00		220.00
K'Odak Mechanical Inc	1,170.20				1,170.20
Ridge Construction & Plumbing				192.50	192.50
RSP Architects, Ltd.	584.68				584.68
	2,159.88		220.00	192.50	2,572.38

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

Date Paid	Invoice Number	Customer Name	Amount Paid
3/1/2024	FP24-09	DND Fire Protection, Inc	525.00
3/19/2024	FP24-11	DND Fire Protection, Inc	525.00
3/28/2024	FP24-10	US Alliance Fire Protection, Inc.	525.00
Total FMB cash received			\$ 1,575.00
Fees charged on payments not received			-
Total current month revenue in account 10-00-4250-20			<u>\$ 1,575.00</u>

Warrenville Fire Protection District Check Register For the Period From Mar 1, 2024 to Mar 31, 2024

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

Payee	Check	Amount	Account ID	Account Description
Andrew Dina	11240	44.57	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Illinois Public Risk Fund	11241	14,774.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Mr. Handyman-Wheaton &	11242	1,147.29	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Ntiva, Inc.	11243	1,700.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Red Line Works, LLC	11244	733.68	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Tato Zone, Inc	11245	1,150.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
The Illinois Funds	11246	473,554.81	01-00-1000-00	Fifth-Third Pooled Checking
Ace Hardware - Warrenville	11247	12.59	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Air One Equipment, Inc.	11248	942.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
City of Warrenville	11249	442.79	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Courtyard Banquets	11250	4,908.40	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Ellison, Ted	11251	770.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IL Fire Service Admin Profe	11252	110.00	10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Fifth-Third Pooled Checking
The Locker Shop	11253	503.00	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
NAPA Auto Parts	11254	89.94	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Nicor Gas	11255	853.68	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
B.J. Okel	11256	590.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IL Fire Service Admin Profe	11257	750.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Andrew Dina	11258	120.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Emergency Services Consul	11259	19,415.00	10-00-2000-00 10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Accounts Payable Fifth-Third Pooled Checking

Warrenville Fire Protection District
Check Register
For the Period From Mar 1, 2024 to Mar 31, 2024

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

Payee	Check	Amount	Account ID	Account Description
Fire Department Table Com	11260	8,000.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Konica Minolta Premier Fina	11261	261.36	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Ntiva, Inc.	11262	1,700.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Sikich, LLP - Accounting	11263	5,111.50	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	537,684.61		

Warrenville Fire Protection District
Check Register
For the Period From Mar 1, 2024 to Mar 31, 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	689	749.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	690	27,170.36	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	691	745.32	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Guardian Dental Plan	692	1,079.83	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Fifth Third Bank - Procurem	693	26,234.35	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IMRF - IL Municipal Retirem	694	1,304.87	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	Total	57,284.19		

Warrenville Fire Protection District
Purchase Journal
For the Period From Mar 1, 2024 to Mar 31, 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	3/13/24	10-01-6520-12	Maint App - 2005 Ford (G11)	Hose for G11	12.59	
Ace Hardware - Warrenville	3/13/24	10-00-2000-00	Accounts Payable	Ace Hardware - Warrenville		12.59
Aflac	3/1/24	10-00-2160-00	Insurance - Aflac Payable	Accident insurance for February	749.46	
Aflac	3/1/24	10-00-2000-00	Accounts Payable	Aflac		749.46
Air One Equipment, Inc.	3/13/24	10-01-6150-00	SCBA Maintenance and Parts	Annual PM for SCBA station compressor	942.00	
Air One Equipment, Inc.	3/13/24	10-00-2000-00	Accounts Payable	Air One Equipment, Inc.		942.00
Andrew Dina	3/1/24	10-01-6770-00	Client Relations Expense	Reim for stakeholder meeting supplies	44.57	
Andrew Dina	3/1/24	10-00-2000-00	Accounts Payable	Andrew Dina		44.57
Andrew Dina	3/16/24	10-01-6010-00	Dues	Reim for Costco annual membership	120.00	
Andrew Dina	3/16/24	10-00-2000-00	Accounts Payable	Andrew Dina		120.00
B.J. Okel	3/9/24	10-01-6020-00	Firefighters Appreciation Fund	DJ services for 03/09 appreciation dinner	590.00	
B.J. Okel	3/9/24	10-00-2000-00	Accounts Payable	B.J. Okel		590.00
Blue Cross Blue Shield of Illinois	3/1/24	10-01-5200-00	Insurance-Health	Health insurance for March	27,170.36	
Blue Cross Blue Shield of Illinois	3/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		27,170.36
Blue Cross Blue Shield of Illinois	3/1/24	10-01-5200-05	Insurance-Vision	Vision insurance for March	216.49	
Blue Cross Blue Shield of Illinois	3/1/24	10-01-5200-20	Insurance-Life	Life insurance for March	528.83	
Blue Cross Blue Shield of Illinois	3/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		745.32
City of Warrenville	3/10/24	10-01-6800-20	Utilities-Water	Water utility for 12/31-02/29	442.79	
City of Warrenville	3/10/24	10-00-2000-00	Accounts Payable	City of Warrenville		442.79
Courtyard Banquets	3/9/24	10-01-6020-00	Firefighters Appreciation Fund	Annual appreciation dinner final payment	4,908.40	
Courtyard Banquets	3/9/24	10-00-2000-00	Accounts Payable	Courtyard Banquets		4,908.40
Ellison, Ted	3/8/24	10-01-6600-05	IT Computer Software	subscription	770.00	
Ellison, Ted	3/8/24	10-00-2000-00	Accounts Payable	Ellison, Ted		770.00
Emergency Services Consulting Int'l Inc	3/1/24	10-01-6080-00	Other Professional Services	Strategic plan consulting	8,000.00	
Emergency Services Consulting Int'l Inc	3/1/24	10-00-2000-00	Accounts Payable	Emergency Services Consulting Int'l Inc		8,000.00
Emergency Services Consulting Int'l Inc	3/1/24	10-01-6080-00	Other Professional Services	Strategic plan consulting	5,000.00	
Emergency Services Consulting Int'l Inc	3/1/24	10-00-2000-00	Accounts Payable	Emergency Services Consulting Int'l Inc		5,000.00
Emergency Services Consulting Int'l Inc	3/1/24	10-01-6080-00	Other Professional Services	Strategic plan consulting final invoice	6,415.00	
Emergency Services Consulting Int'l Inc	3/1/24	10-00-2000-00	Accounts Payable	Emergency Services Consulting Int'l Inc		6,415.00
Fire Department Table Company, LLC	3/16/24	55-01-5150-00	Foreign Fire Tax	Down payment for 2 custom wood tables	8,000.00	
Fire Department Table Company, LLC	3/16/24	10-00-2000-00	Accounts Payable	Fire Department Table Company, LLC		8,000.00
Guardian Dental Plan	3/1/24	10-01-5200-10	Insurance-Dental	Dental insurance for March	1,079.83	
Guardian Dental Plan	3/1/24	10-00-2000-00	Accounts Payable	Guardian Dental Plan		1,079.83
IL Fire Service Admin Professionals	3/1/24	10-01-6010-00	Dues	Annual membership for Nadeau	55.00	
IL Fire Service Admin Professionals	3/1/24	10-00-2000-00	Accounts Payable	IL Fire Service Admin Professionals		55.00
IL Fire Service Admin Professionals	3/1/24	10-01-6010-00	Dues	Annual membership for Reavy	55.00	
IL Fire Service Admin Professionals	3/1/24	10-00-2000-00	Accounts Payable	IL Fire Service Admin Professionals		55.00
IL Fire Service Admin Professionals	3/4/24	10-01-6700-00	Training-Seminars/Lecture	Annual conference for Reavy	475.00	
IL Fire Service Admin Professionals	3/4/24	10-01-6700-00	Training-Seminars/Lecture	Annual conference for Nadeau	275.00	
IL Fire Service Admin Professionals	3/4/24	10-00-2000-00	Accounts Payable	IL Fire Service Admin Professionals		750.00

Warrenville Fire Protection District
Purchase Journal
For the Period From Mar 1, 2024 to Mar 31, 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
Illinois Public Risk Fund	3/1/24	50-00-5400-00	Worker's Compensation Expense	Workers comp insurance for March	14,774.00	
Illinois Public Risk Fund	3/1/24	10-00-2000-00	Accounts Payable	Illinois Public Risk Fund		14,774.00
IMRF - IL Municipal Retirement Fund	3/1/24	10-00-2163-00	IMRF Payable - Employee	Employee pension contributions for February	542.20	
IMRF - IL Municipal Retirement Fund	3/1/24	10-01-5200-27	IMRF District Contribution	Employer pension contributions for February	762.67	
IMRF - IL Municipal Retirement Fund	3/1/24	10-00-2000-00	Accounts Payable	IMRF - IL Municipal Retirement Fund		1,304.87
Konica Minolta Premier Finance	3/1/24	10-01-7100-00	Office Supplies	Copier lease and usage for 03/12-04/12	261.36	
Konica Minolta Premier Finance	3/1/24	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		261.36
Mr. Handyman-Wheaton & Hinsdale	3/1/24	10-01-6500-00	Maintenance Buildings-Stat 1	Repair station door and frame	1,147.29	
Mr. Handyman-Wheaton & Hinsdale	3/1/24	10-00-2000-00	Accounts Payable	Mr. Handyman-Wheaton & Hinsdale		1,147.29
NAPA Auto Parts	3/1/24	10-01-6520-00	Maintenance-Apparatus	Coolant for vehicles	89.94	
NAPA Auto Parts	3/1/24	10-00-2000-00	Accounts Payable	NAPA Auto Parts		89.94
Nicor Gas	3/7/24	10-01-6800-10	Utilities-Gas	Gas utility for 02/06-03/07	853.68	
Nicor Gas	3/7/24	10-00-2000-00	Accounts Payable	Nicor Gas		853.68
Ntiva, Inc.	3/1/24	10-01-6600-10	IT Support Services	IT support services for February	1,700.00	
Ntiva, Inc.	3/1/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Ntiva, Inc.	3/5/24	10-01-6600-10	IT Support Services	IT support services for March	1,700.00	
Ntiva, Inc.	3/5/24	10-00-2000-00	Accounts Payable	Ntiva, Inc.		1,700.00
Red Line Works, LLC	3/1/24	10-01-6510-00	Maintenance-Equipment	Ladder repairs	733.68	
Red Line Works, LLC	3/1/24	10-00-2000-00	Accounts Payable	Red Line Works, LLC		733.68
Sikich, LLP - Accounting	3/18/24	10-01-6000-00	Accounting-Sikich	Accounting services for January and February	5,111.50	
Sikich, LLP - Accounting	3/18/24	10-00-2000-00	Accounts Payable	Sikich, LLP - Accounting		5,111.50
Tato Zone, Inc	3/1/24	10-01-6700-15	Training-Building Mat/Props	Welding work on training props	1,150.00	
Tato Zone, Inc	3/1/24	10-00-2000-00	Accounts Payable	Tato Zone, Inc		1,150.00
The Locker Shop	3/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Slocum	70.00	
The Locker Shop	3/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		70.00
The Locker Shop	3/1/24	10-01-7220-00	Uniforms-Employees	Uniform for LeMaster	70.00	
The Locker Shop	3/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		70.00
The Locker Shop	3/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Stapinski	70.00	
The Locker Shop	3/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		70.00
The Locker Shop	3/1/24	10-01-7220-00	Uniforms-Employees	Uniform for Sheahan	69.00	
The Locker Shop	3/1/24	10-00-2000-00	Accounts Payable	The Locker Shop		69.00
The Locker Shop	3/11/24	10-01-7220-00	Uniforms-Employees	Uniform for N. Tosto	135.00	
The Locker Shop	3/11/24	10-00-2000-00	Accounts Payable	The Locker Shop		135.00
The Locker Shop	3/11/24	10-01-7220-00	Uniforms-Employees	Uniform for M. Banaszek	89.00	
The Locker Shop	3/11/24	10-00-2000-00	Accounts Payable	The Locker Shop		89.00
					95,179.64	95,179.64

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: 1) Vendor IDs: Fifth Third Pro Card; 2) In

Name	Date	Account ID	Account Description	Line Description	Amount
Fifth Third Bank - Pro	3/1/24	10-01-6500-00	Maintenance Buildings-Stat 1	Blinds.com - Window blinds	209.26
		10-01-6500-00	Maintenance Buildings-Stat 1	Blinds.com - Tax refund	-15.95
		10-01-6520-18	Maint App - 2017 Ford (B11)	Voegtle's Auto Service - Oil change and tire repair for B11	120.25
		10-01-6500-00	Maintenance Buildings-Stat 1	Amazon - Faucet repair part	1.51
		10-01-7100-00	Office Supplies	USPS - Postage	25.40
		10-01-6520-00	Maintenance-Apparatus	Amazon - Vehicle key fobs	69.98
		10-01-7300-00	Medical Supplies	Witmer Public Safety - StatPacks EMS bags	380.92
		10-01-6700-05	Training-Certification Classes	Alpha Koncepts - Stop the Bleed class for Levy	35.00
		10-01-7220-90	Uniforms-Other	Eagle Engraving - Uniform hardware	53.45
		10-01-7300-00	Medical Supplies	Bound Tree Medical - Blood pressure cuffs	203.35
		10-01-6120-00	Haz-Mat Equipment	New Pig - Hazmat spill kit	362.97
		10-01-7100-00	Office Supplies	Costco - Station coffee	262.50
		10-01-7220-90	Uniforms-Other	Fireground Supply - Add patches to Chiefs coats	60.00
		10-01-6010-00	Dues	CMS - Medicare revalidation fee	709.00
		10-01-6150-00	SCBA Maintenance and Parts	Emergency Responder Products - SCBA identification bands	62.98
		10-01-6520-24	Maint App - 2020 E1976 (E11)	Interstate Power Systems - Replace Kussmaul charger on E11	1,698.87
		10-01-6700-15	Training-Building Mat/Props	Menards - Lumber for training props	228.50
		10-01-7300-00	Medical Supplies	AED Superstore - Tax refund	-18.00
		10-01-6520-09	Maint App - 2019 Ford (C11)	Voegtle's Auto Service - Repair tire for C11	45.75
		10-01-7100-00	Office Supplies	USPS - FPB postage	2.11
		10-01-7100-00	Office Supplies	USPS - Postage	9.85
		10-01-7100-00	Office Supplies	Amazon - Returned item	-33.33
		10-01-6010-00	Dues	Metro Fire Chiefs Association - Annual membership for Kleinwachter	10.00
		10-01-6010-00	Dues	Metro Fire Chiefs Association - Annual membership for Dina	50.00
		10-01-6010-00	Dues	Metro Fire Chiefs Association - Annual membership for Levy	50.00
		10-01-6010-00	Dues	Metro Fire Chiefs Association - Annual membership for Clark	50.00
		10-01-6770-00	Client Relations Expense	Tribute Store - Sympathy flowers for Landers family	99.93
		10-01-6700-00	Training-Seminars/Lecture	Metro Fire Chiefs Association - Luncheon for 4 people	180.00
		10-01-7100-00	Office Supplies	Canva - Watermark for invites	1.00
		10-01-6600-05	IT Computer Software	Zoom - Video conference fee for February	15.99
		10-01-6520-12	Maint App - 2005 Ford (G11)	Kammes Auto Repair - G11 state test	45.00
		10-01-6520-24	Maint App - 2020 E1976 (E11)	Kammes Auto Repair - E11 state test	45.00
		10-01-6520-05	Maint App - 1993 Ford (V12)	Kammes Auto Repair - V12 state test	45.00
		10-01-6520-11	Maint App - 2015 Ford (U11)	Kammes Auto Repair - U11 state test	45.00
		10-01-6810-00	Telephone-Land Line	AT&T - Internet service for 01/07-02/06	497.15
		10-01-6600-05	IT Computer Software	Deneb Corporation - Email hosting fee for February	721.08
		10-01-6810-00	Telephone-Land Line	AT&T - Station phone service for 01/07-02/06	746.16
		10-01-6840-00	Cable	Comcast - Cable TV service for 01/15-02/14	61.15
		10-01-5300-00	Health & Wellness	Edward Occupational Health - Physicals	2,086.00
		10-01-7010-00	Operating Supplies	Family Pride - Laundry service lease for February	50.00

Warrenville Fire Protection District
Purchase Journal - Fifth Third Pro Card
For the Period From Mar 1, 2024 to Mar 31, 2024

Filter Criteria includes: 1) Vendor IDs: Fifth Third Pro Card; 2) In

Name	Date	Account ID	Account Description	Line Description	Amount
		10-01-6010-00	Dues	NFSA - Annual membership for Voda	50.00
		10-01-6040-00	Legal	Accurate Repro - Large maps for IGA boundary	54.00
		10-01-6730-00	Testing and Promotion	BioScan Tek - Background checks	368.00
		10-01-7300-00	Medical Supplies	Amazon - Tamper seals	118.98
		10-01-6830-00	Alarm Expense	Alarm Detection Systems - Quarterly service for Mar-May	819.48
		10-01-6600-00	IT Hardware	Amazon - Phone belt clips	21.98
		10-01-6120-00	Haz-Mat Equipment	Sensit Technologies - Gas monitor repairs	310.13
		10-01-6520-24	Maint App - 2020 E1976 (E11)	MacQueen - Repair door latch and discharge valve for E11	1,667.95
		10-01-6040-00	Legal	Ottosen - Legal services for January	2,793.00
		10-01-6810-10	Telephone-Cell Phones	AT&T - Monthly fee	12.40
		10-01-6810-10	Telephone-Cell Phones	AT&T - FirstNet mobile phone for 12/26-01/25	517.64
		10-01-7110-00	Cleaning Supplies	Warehouse Direct - Cleaning supplies	384.04
		10-01-7100-00	Office Supplies	USPS - Mail paperwork for OSFM grant	10.16
		10-01-7100-00	Office Supplies	USPS - Mail items to employee	12.45
		10-01-7100-00	Office Supplies	USPS - Stamps	68.00
		10-01-6770-00	Client Relations Expense	Shamrock Garden - Sympathy flowers for Voda family	112.95
		10-01-7010-00	Operating Supplies	Carquest - Diesel exhaust fluid	136.80
		10-01-6010-00	Dues	Amazon - Prime shipping annual fee	179.00
		10-01-6500-00	Maintenance Buildings-Stat 1	Hogan Plumbing - Repair toilet on Admin side	350.00
		10-01-6810-10	Telephone-Cell Phones	Verizon - Wireless router service for 02/07-03/06	430.60
		10-01-7300-00	Medical Supplies	Linde Gas - Oxygen cylinder rentals	501.96
		10-01-6130-00	Dive/Water Rescue	Dinges Fire - Ice rescue suit	840.00
		10-01-6700-05	Training-Certification Classes	College of DuPage - Basic Ops FF class for 2 people	6,684.00
		10-01-6020-00	Firefighters Appreciation Fund	Eagle Engraving - Awards for Appreciation Dinner	518.00
		10-00-2000-00	Accounts Payable	Fifth Third Bank - Procurement Card	<u>-26,234.35</u>

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 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	5,151.77	64,923.78	65,000.00	76.22	0.12
10-00-4250-10	FMB-Public Education	0.00	2,992.03	0.00	(2,992.03)	0.00
10-00-4250-20	FMB-Plan Review	1,575.00	29,618.82	20,000.00	(9,618.82)	(48.09)
10-00-4300-00	Public Education Donations	0.00	600.00	0.00	(600.00)	0.00
10-00-4310-00	Ambulance Service Fees	132,482.92	1,156,358.04	950,000.00	(206,358.04)	(21.72)
10-00-4350-00	Fire Recovery	1,986.00	34,059.08	16,000.00	(18,059.08)	(112.87)
10-00-4400-00	Reimbursements	0.00	8,000.00	15,000.00	7,000.00	46.67
10-00-4500-00	Grant Revenue	4,720.00	13,812.00	14,000.00	188.00	1.34
10-00-4700-00	Other Income	20.00	5,355.48	2,500.00	(2,855.48)	(114.22)
10-00-4800-00	Interest Income	8,297.79	56,027.18	13,000.00	(43,027.18)	(330.98)
10-00-4801-00	Unrealized Gain/Loss on Invest	0.00	38,044.63	0.00	(38,044.63)	0.00
10-00-4802-00	Gain/Loss on Sale of Invest.	0.00	(38,627.41)	0.00	38,627.41	0.00
	Total Revenues	154,233.48	5,516,394.57	5,246,987.00	(269,407.57)	(5.13)
<u>Expenses</u>						
<u>Personal Services</u>						
10-01-5000-00	Payroll-Full Time Firefighters	140,033.33	1,649,387.17	1,850,000.00	200,612.83	10.84
10-01-5005-00	Payroll-Part Time Firefighters	20,430.00	247,861.50	565,000.00	317,138.50	56.13
10-01-5010-00	Payroll-Office & Staff	9,389.75	95,159.70	131,200.00	36,040.30	27.47
10-01-5015-00	Payroll-Part Time Supervisory	2,170.00	23,870.00	28,100.00	4,230.00	15.05
10-01-5020-00	Overtime	5,780.31	117,019.64	100,000.00	(17,019.64)	(17.02)
10-01-5022-00	Payroll-Special-Rate	494.72	5,842.34	10,000.00	4,157.66	41.58
10-01-5025-00	Payroll-Holiday Pay	0.00	41,525.01	58,000.00	16,474.99	28.41
10-01-5030-00	Payroll-Fireman POC	6,320.00	73,095.00	150,000.00	76,905.00	51.27
10-01-5080-00	Trustee Compensation	1,406.25	15,281.25	16,875.00	1,593.75	9.44
10-01-5090-00	Fire Commissioner Compensation	166.66	1,833.26	3,000.00	1,166.74	38.89
10-01-5100-00	Payroll Taxes	5,626.85	66,137.97	116,000.00	49,862.03	42.98
10-01-5200-00	Insurance-Health	24,978.76	243,977.22	324,000.00	80,022.78	24.70
10-01-5200-05	Insurance-Vision	216.49	2,175.96	2,200.00	24.04	1.09
10-01-5200-10	Insurance-Dental	1,079.83	11,362.77	11,750.00	387.23	3.30
10-01-5200-20	Insurance-Life	528.83	5,019.95	5,250.00	230.05	4.38
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	762.67	12,401.67	18,420.00	6,018.33	32.67

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 2024

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
10-01-5300-00	Health & Wellness	2,086.00	15,264.00	32,000.00	16,736.00	52.30
10-01-5500-00	Pension Contribution	0.00	528,651.40	536,900.00	8,248.60	1.54
	Total Personal Services	221,470.45	3,194,563.50	3,996,095.00	801,531.50	20.06
<u>Contractual Services</u>						
10-01-6000-00	Accounting-Sikich	5,111.50	31,971.00	35,000.00	3,029.00	8.65
10-01-6010-00	Dues	1,328.00	5,977.00	4,700.00	(1,277.00)	(27.17)
10-01-6020-00	Firefighters Appreciation Fund	5,766.40	9,076.18	10,000.00	923.82	9.24
10-01-6030-00	General Insurance	0.00	2,533.00	2,550.00	17.00	0.67
10-01-6040-00	Legal	2,847.00	21,282.75	33,000.00	11,717.25	35.51
10-01-6045-00	Payroll Service Fee	150.00	4,435.27	5,600.00	1,164.73	20.80
10-01-6060-00	GEMT 50% Payment Expense	0.00	173,168.05	140,000.00	(33,168.05)	(23.69)
10-01-6080-00	Other Professional Services	19,415.00	19,415.00	0.00	(19,415.00)	0.00
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	4,758.00	50,603.30	42,750.00	(7,853.30)	(18.37)
10-01-6120-00	Haz-Mat Equipment	673.10	3,161.83	5,000.00	1,838.17	36.76
10-01-6130-00	Dive/Water Rescue	840.00	1,175.00	12,000.00	10,825.00	90.21
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	1,004.98	3,129.81	15,000.00	11,870.19	79.13
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	17.89	745.07	800.00	54.93	6.87
10-01-6200-00	Comm/Radio Equipment	0.00	1,264.39	17,000.00	15,735.61	92.56
10-01-6500-00	Maintenance Buildings-Stat 1	1,692.11	29,765.45	35,000.00	5,234.55	14.96
10-01-6510-00	Maintenance-Equipment	733.68	1,379.65	2,500.00	1,120.35	44.81
10-01-6520-00	Maintenance-Apparatus	159.92	269.91	65,000.00	64,730.09	99.58
10-01-6520-02	Maint App - 2004 E8372 (E12)	0.00	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)	0.00	1,969.58	0.00	(1,969.58)	0.00
10-01-6520-05	Maint App - 1993 Ford (V12)	45.00	90.00	0.00	(90.00)	0.00
10-01-6520-08	Maint App - 2012 M0215 (M12)	0.00	6,199.16	0.00	(6,199.16)	0.00
10-01-6520-09	Maint App - 2019 Ford (C11)	45.75	1,352.60	0.00	(1,352.60)	0.00
10-01-6520-10	Maint App - 2016 Ford (A11)	0.00	7,010.50	0.00	(7,010.50)	0.00
10-01-6520-11	Maint App - 2015 Ford (U11)	45.00	134.84	0.00	(134.84)	0.00
10-01-6520-12	Maint App - 2005 Ford (G11)	57.59	718.83	0.00	(718.83)	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)	120.25	1,108.04	0.00	(1,108.04)	0.00
10-01-6520-20	Maint App - Antique Van	0.00	399.23	0.00	(399.23)	0.00
10-01-6520-23	Maint App - 2018 M3263 (M11)	0.00	2,220.71	0.00	(2,220.71)	0.00
10-01-6520-24	Maint App - 2020 E1976 (E11)	3,411.82	8,097.82	0.00	(8,097.82)	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 2024

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available	
10-01-6530-00	Small Tools	0.00	485.79	4,000.00	3,514.21	87.86
10-01-6600-00	IT Hardware	21.98	1,182.85	12,000.00	10,817.15	90.14
10-01-6600-05	IT Computer Software	1,507.07	17,381.25	32,700.00	15,318.75	46.85
10-01-6600-10	IT Support Services	3,400.00	21,373.75	28,000.00	6,626.25	23.67
10-01-6700-00	Training-Seminars/Lecture	930.00	5,699.00	4,000.00	(1,699.00)	(42.48)
10-01-6700-05	Training-Certification Classes	6,719.00	19,988.00	25,000.00	5,012.00	20.05
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	1,378.50	1,567.03	5,000.00	3,432.97	68.66
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	368.00	6,773.00	20,000.00	13,227.00	66.14
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	257.45	2,088.98	4,000.00	1,911.02	47.78
10-01-6800-00	Utilities-Electric	0.00	11,066.70	12,000.00	933.30	7.78
10-01-6800-10	Utilities-Gas	853.68	6,138.39	12,000.00	5,861.61	48.85
10-01-6800-20	Utilities-Water	442.79	2,567.73	2,000.00	(567.73)	(28.39)
10-01-6810-00	Telephone-Land Line	1,243.31	11,106.33	15,000.00	3,893.67	25.96
10-01-6810-10	Telephone-Cell Phones	960.64	9,009.37	10,800.00	1,790.63	16.58
10-01-6830-00	Alarm Expense	819.48	3,761.16	4,000.00	238.84	5.97
10-01-6840-00	Cable	61.15	612.94	700.00	87.06	12.44
	Total Contractual Services	67,186.04	630,050.10	762,600.00	132,549.90	17.38

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 2024

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Commodities</u>					
10-01-7000-00 Motor Fuel	0.00	19,769.93	32,000.00	12,230.07	38.22
10-01-7010-00 Operating Supplies	186.80	1,759.76	2,000.00	240.24	12.01
10-01-7100-00 Office Supplies	619.50	9,132.33	8,000.00	(1,132.33)	(14.15)
10-01-7110-00 Cleaning Supplies	384.04	2,867.24	3,500.00	632.76	18.08
10-01-7200-00 Firefighters Pers Prot Equip	0.00	16,275.38	40,000.00	23,724.62	59.31
10-01-7220-00 Uniforms-Employees	503.00	17,652.29	27,000.00	9,347.71	34.62
10-01-7220-90 Uniforms-Other	113.45	5,214.76	6,000.00	785.24	13.09
10-01-7230-00 Fire & Rescue Equipment	0.00	7,272.15	20,000.00	12,727.85	63.64
10-01-7300-00 Medical Supplies	1,187.21	41,951.03	55,000.00	13,048.97	23.73
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Total Commodities	2,994.00	121,894.87	193,500.00	71,605.13	37.01
<u>Other</u>					
10-01-9000-00 Miscellaneous	0.00	1,537.49	0.00	(1,537.49)	0.00
10-01-9500-60 Transfers to Capital Projects	0.00	200,000.00	200,000.00	0.00	0.00
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Total Other	0.00	201,537.49	200,000.00	(1,537.49)	(0.77)
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Total Expenses	291,650.49	4,148,045.96	5,152,195.00	1,004,149.04	19.49
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Net Revenue over Expenses	\$ (137,417.01)	\$ 1,368,348.61	\$ 94,792.00	(1,273,556.61)	(1,343.53)
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Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 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 Eleven Months Ending March 31, 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>138,292.00</u>	<u>200,097.00</u>	<u>61,805.00</u>	30.89
	Total Personal Services	<u>14,774.00</u>	<u>138,292.00</u>	<u>200,097.00</u>	<u>61,805.00</u>	30.89
	Net Revenue over Expenses	<u>\$ (14,774.00)</u>	<u>\$ 61,965.47</u>	<u>\$ 0.00</u>	<u>(61,965.47)</u>	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 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>8,000.00</u>	<u>31,699.57</u>	<u>35,000.00</u>	<u>3,300.43</u>	9.43
	Total Personal Services	<u>8,000.00</u>	<u>31,699.57</u>	<u>35,000.00</u>	<u>3,300.43</u>	9.43
	Net Revenue over Expenses	<u><u>\$ (8,000.00)</u></u>	<u><u>\$ 10,331.49</u></u>	<u><u>\$ 0.00</u></u>	<u><u>(10,331.49)</u></u>	0.00

Warrenville Fire Protection District
Revenues and Expenses
Compared with Budget
For the Eleven Months Ending March 31, 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	\$ 2,743.41	\$ 16,973.41	\$ 3,000.00	(13,973.41)	(465.78)
60-00-4900-10	Transfers from Corp Fund	0.00	200,000.00	200,000.00	0.00	0.00
	Total Revenues	<u>2,743.41</u>	<u>216,973.41</u>	<u>203,000.00</u>	<u>(13,973.41)</u>	<u>(6.88)</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>\$ 2,743.41</u>	<u>\$ 15,990.51</u>	<u>\$ (98,000.00)</u>	<u>(113,990.51)</u>	<u>116.32</u>

April 9, 2024

The Honorable President
Member of the Board of Trustees
Warrenville Fire Protection District
3S472 Batavia Road
Warrenville, Illinois 60555

Dear Chief Dina:

This Master Professional Services Agreement (this "Agreement"), effective as of April 9, 2024 between Sikich LLP, an Illinois limited liability partnership, ("Sikich", "we", "us", or "our") and the Warrenville Fire Protection District ("Client", "you", or "your") sets forth the mutual agreements of the parties regarding Sikich's provision of one or more professional CPA services to Client, from time to time, as more fully described in Sikich Statements of Work (each, an "SOW") issued hereunder (collectively, the "Services").

This Agreement is intended to serve as the framework for entering into separate SOWs. The SOWs entered into pursuant to this Agreement shall be: (a) executed by authorized individuals on behalf of each of the parties, and (b) incorporated into this Agreement. Unless otherwise agreed by the parties, all SOWs that are entered into pursuant to this Agreement shall be governed by the terms of this Agreement and are hereby made part of, and incorporated into, this Agreement. In the event of a conflict between this Agreement and a SOW, the terms of this Agreement shall prevail, unless the SOW expressly references the specific provision in this Agreement to be modified by the SOW. This Agreement shall not govern engagements related to Sikich's affiliated entities or Sikich services or offerings other than CPA Services, and a separate agreement for such services will be required. To the extent the term of an SOW extends beyond the expiration or earlier termination of this Agreement, the terms of this Agreement shall apply to such SOW until expiration of such SOW.

The general terms governing this Agreement are as follows:

ENGAGEMENT ADMINISTRATION

In connection with this Agreement, we may communicate with you or others via e-mail transmission. As e-mails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third-party or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that e-mails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of e-mails transmitted by us or in connection with the performance of this Agreement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of e-mail transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits or disclosure or communication of confidential or proprietary information. Communications by email are authorized unless written objection is provided to us prior to any such communication.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards designed to protect the confidentiality of your personal information. In addition, we will enter into confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that such service providers have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers engaged by us.

Client acknowledges and agrees that in connection with the performance of the Services, Sikich may utilize the services of Sikich subsidiaries, affiliates, divisions and/or third parties located outside the United States ("Offshore Resources") to provide the Services. Offshore Resources may have access to confidential information from offshore locations. Sikich represents to Client that with respect to each Offshore Resource utilized in providing Services to Client, Sikich has technical, legal, and/or other safeguards, measures and controls in place designed to protect confidential information of Client from unauthorized disclosure or use. Accordingly, Client agreement above extends to disclosure, ability to access, and use of Client's confidential information by the Offshore Resources for the purposes set forth in this section. Any services performed by an Offshore Resource shall be performed in accordance with the terms set forth herein, and Sikich shall remain responsible to Client for the performance of the Services.

Client hereby explicitly acknowledges and consents to Sikich's use of third-party cloud computing services to store confidential and proprietary information and other data of the Client and agrees that Sikich's use of such cloud services coupled with the use of encrypted devices, password protections and firewall protection shall constitute the best efforts of Sikich to safeguard such information and data from unauthorized disclosure. Client further agrees that, subject to applicable law, Sikich shall only be liable for such unauthorized disclosure or use if it has been finally judicially determined by a court of competent jurisdiction that Sikich did not take commercially reasonable measures to protect the confidential and proprietary information and other data of the Client from unauthorized disclosure or use.

Sikich LLP acknowledges that, pursuant to Section 45(b) of the Illinois Personal Information Protection Act (815 ILCS 530/45(b)), it is obligated to implement and maintain reasonable security measures to protect personal information from unauthorized access, acquisition, destruction, use, modification, or disclosure.

Subcontracting is prohibited without the express written approval of the Pension Fund's Board of Trustees. Either party may terminate our engagement at any time for any reason upon written notice to the other.

FEES; INVOICES

Our fees for the Services are detailed in the applicable SOW Addendum 2.

Services will be invoiced to you from time-to-time as work progresses and are payable within thirty (30) days or in accordance with applicable State statutes. Invoices not paid timely will have interest charged on outstanding balances at a rate of 1½% per month (or any fraction thereof) or in accordance with applicable State statutes. In accordance with our firm policies, work will be suspended if your account becomes ninety (90) days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our Services for nonpayment, or other reasonable causes such as failure to provide the information or cooperation necessary for successful performance of our Services, our provision of Services will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

In the event that you desire to hire a member of the Sikich staff within one year of the completion of this Agreement, a recruiting fee will be assessed at 30% of the first-year salary per hire and paid to Sikich upon our notification of such hiring.

If significant additional time is necessary, we will keep you informed of any problems we encounter, and our fees will be adjusted accordingly. Our invoices for these fees are payable upon presentation and will be rendered each month as work progresses or as detailed in the applicable SOW.

RECORD RETENTION; CONFIDENTIALITY

It is our policy to keep records related to this Agreement for seven years. However, Sikich does not keep any original client records, and we will return those to you at the completion of the Services rendered under this Agreement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. The documentation for this Agreement is the property of Sikich.

All information obtained in the course of performing our agreed professional Services, including but not limited to, statements, records, schedules, working papers, memorandums, reports, and all other documents and work product prepared by Sikich, will be considered confidential matters not to be disclosed to any other person or persons without your prior written permission, unless otherwise required pursuant to professional standards, statutory or regulatory authority, or court order. The foregoing obligation of confidentiality shall not apply to any information that was in the public domain at the time of the communication thereof to Sikich.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, regulatory inquiry or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request.

INDEMNIFICATION; LIMITATION OF LIABILITY

Sikich represents and warrants that it maintains professional liability insurance in an amount of not less than \$1,000,000 per claim and covenants to maintain such throughout the term of this agreement and for a period of two years thereafter. You agree that Sikich's maximum liability to you for any matters arising out of or related to this agreement or the provision of services by Sikich will be limited to (i) with respect to matters for which we are able to recover under our professional liability insurance policy, \$1,000,000, and (ii) with respect to matters for which we are not able to recover under our professional liability insurance policy, ten (10) times the amount of fees we receive from you for this engagement, except to the extent determined to result from our own willful misconduct. You agree that this limitation applies to any and all liability or causes of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards. Additionally, our liability shall be limited to the period covered by our accounting services agreement and shall not extend to later periods for which we are not engaged or prior periods before we were engaged to provide accounting services. In no event will Sikich be liable to you for any consequential, indirect, lost profit, punitive or similar damages relating to Sikich's services provided under this agreement.

You hereby agree to indemnify and hold harmless Sikich LLP and its partners, directors, employees, agents or subcontractors against all costs, expenses, losses, judgments, damages and liabilities (including reasonable attorneys' fees and expenses) associated with any third party claim, threat or proceeding arising out of or relating to your willful or criminal misconduct.

No (i) direct or indirect holder of any equity interests or securities of Sikich, (ii) affiliate of Sikich, or (iii) director, officer, employee, representative, or agent of Sikich, or of an affiliate of Sikich or of any such direct or indirect holder of any equity interests or securities of Sikich (collectively, the "**Sikich Affiliates**") shall have any liability or obligation of any nature whatsoever in connection with or under this Agreement or the transactions contemplated hereby, and Client waives and releases all claims against such Sikich Affiliates related to any such liability or obligation.

DISPUTE RESOLUTION; GOVERNING LAW

If any dispute, controversy, or claim arises in connection with the performance or breach of this Agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Rules of the American Arbitration Association or such other neutral facilitator acceptable to both parties. Both parties will exert their commercially reasonable best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy. Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation or proceeding against the disclosing party. Except as agreed by both parties in writing, the mediator will keep confidential all information disclosed during negotiations. The mediation proceedings will conclude within sixty (60) days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

THIS AGREEMENT SHALL BE GOVERNED BY, AND CONSTRUED IN ACCORDANCE WITH, THE LAWS OF THE STATE OF ILLINOIS. SIKICH AND CLIENT KNOWINGLY, VOLUNTARILY AND IRREVOCABLY WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM (WHETHER BASED UPON CONTRACT, TORT OR OTHERWISE) RELATED TO OR ARISING OUT OF OR IN CONNECTION WITH THE ENGAGEMENT OF SIKICH PURSUANT TO, OR THE PERFORMANCE BY SIKICH OF THE SERVICES CONTEMPLATED BY, THIS AGREEMENT.

TERM; TERMINATION

If either party hereto desires to terminate this Agreement, or an SOW, it may do so at any time for any reason by giving written notice to the other party. In such event, Sikich will be paid for fees and expenses incurred through the termination date, as well as for reasonable engagement closing costs.

INDEPENDENT CONTRACTOR

It is understood and agreed that Sikich will for all purposes be an independent contractor, will not hold itself out as representing or acting in any manner for Client, and neither Sikich nor Client will have any authority to bind the other party to any contract or in any other manner. Sikich and Client do not intend to create a joint employer relationship, and Sikich and Client each represents that it is the sole employer of its employees. Sikich shall not and does not have the right to control Client's employees' essential terms and conditions of employment, including hiring its employees, determining their wages and benefits, or assigning, scheduling, training, disciplining, or terminating Client's employees.

OFAC REPRESENTATION

Client represents and warrants the following with respect to the U.S. Treasury Department's Office of Foreign Assets Control ("OFAC"): (a) Client does not have any nexus with persons or entities on any of OFAC's sanctions list (e.g. SSI, SDN, FSE etc.) either through large shareholders, employees, beneficial owners, vendors, affiliated entities (i.e. affiliates or subsidiaries), third parties, customer base or otherwise; (b) Client does not have any operations in any comprehensive OFAC sanctioned country (Cuba, Iran, Syria, Sudan, North Korea, the Crimea); (c) Client does not have any operations in any limited OFAC sanctioned country program; or (d) Client does not remit payment for Sikich's fees and expenses from an OFAC sanctioned country.

NO THIRD-PARTY BENEFICIARIES

This Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the parties.

FORCE MAJEURE

Sikich shall not be deemed in default of any provision of this Agreement or be liable for any delay, failure in performance, or interruption of the Services resulting directly or indirectly from acts of God, electronic virus attack or infiltration, civil or military authority action, civil disturbance, war, strike and other labor disputes, fires, floods, other catastrophes, and other forces beyond its reasonable control.

NOTICES

All notices given under or pursuant to this Agreement will be sent by national courier, Certified or Registered Mail, Return Receipt Requested, and will be deemed to have been delivered when physically delivered to Client or Sikich at the following address:

If to Sikich:

Sikich LLP
1415 W. Diehl Road, Suite 400
Naperville, IL 60653
Attention: Brian D. LeFevre, CPA, MBA

With a copy to:

Sikich LLP
1415 W. Diehl Road, Suite 400
Naperville, IL 60653
Attention: Office of General Counsel

If to Client:

Warrenville Fire Protection District
3S472 Batavia Road
Warrenville, Illinois 60555
Attention: Chief Dina

SURVIVAL

Those provisions that by their nature are intended to survive termination or expiration of this Agreement and any right or obligation of the parties in this Agreement which, by its express terms of nature and context is intended to survive termination or expiration of this Agreement, shall so survive any such termination or expiration.

MISCELLANEOUS

Entire Agreement: This Agreement, the Exhibits attached hereto and incorporated herein by reference, and the SOWs, constitute the entire agreement between Sikich, on one side, and Client on the other side, regarding the terms of this Agreement. In the event Client requires Sikich to execute a purchase order or other Client documentation in order to receive payment for Services, the terms and conditions contained in such purchase order or documentation shall be null and void and shall not govern the terms of this Agreement. This Agreement is entered into without reliance on any promise or representation, written or oral, other than those expressly contained herein and supersedes any other such promises or representations. This Agreement can only be modified by a written agreement signed by duly authorized representatives of each party.

Counterparts: This Agreement may be executed in counterparts (and by facsimile or other electronic means), each of which shall constitute an original and all of which together will be deemed to be one and the same document.

Severability: The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

Authority; Due Authorization; Enforceability: Each party hereto represents and warrants that it has all requisite power and authority to enter into this Agreement and to perform its obligations hereunder. Each party hereto further represents and warrants that this Agreement has been duly and validly authorized by all necessary corporate action and has been duly executed and delivered by each such party and constitutes the legal, valid and binding agreement of each such party, enforceable in accordance with its terms.

Counsel Representation: The terms of this Agreement have been negotiated by the parties hereto, who have each been represented by counsel, there shall be no presumption that any of the provisions of this Agreement shall be construed adverse to any party as "drafter" in the event of a contention of ambiguity in this Agreement, and the parties waive any statute or rule of law to such effect.

Assignment: This Agreement may not be assigned by any party hereto without the prior written consent of the other party. Any attempted assignment of this Agreement made without such consent shall be void and of no effect, at the option of the non-assigning party.

Headings: Headings used herein are for convenience of reference only and shall not affect the interpretation or construction of this Agreement.

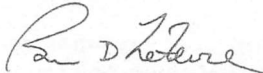
ACCEPTANCE

You acknowledge having read this Agreement in its entirety, have had full opportunity to consider its terms in consultation with your attorney, have had full and satisfactory explanation of the same, and fully understand and agree to be bound by the terms of this Agreement.

Please indicate your understanding and acceptance of this Agreement and your intention to be legally bound hereby by executing this Agreement in the space provided below where indicated and return it to our offices, indicating your authorization for us to proceed on the above terms and conditions.

We appreciate the opportunity to be of service to you. If you have any questions, please let us know.

Sincerely,



Brian D. LeFevre, CPA, MBA
Partner
On behalf of Sikich LLP

Acknowledged:
Warrenville Fire Protection District

Name _____

Title _____

Date _____

STATEMENT OF WORK
No. 46926-PROJECT#
2024-AS

This Statement of Work (this "SOW") dated April 9, 2024 is entered into by and between Sikich LLP ("Sikich", "we", "us" or "our") and Warrenville Fire Protection District ("Client", "you", or "your") pursuant to the Master CPA Professional Service Agreement dated April 9, 2024 between Sikich and the Client (the "Agreement"), all terms of which are hereby incorporated herein reference.

NOW, THEREFORE, for and in consideration of the foregoing premises, and the agreements of the parties set forth below, Sikich and Client agree as follows:

We will perform the following services (collectively, the "Services") listed in Addendum 1.

Our accounting services will be effective from May 1, 2024 through April 30, 2025.

OTHER NONATTEST SERVICES

You may request that we perform additional services not contemplated by this Agreement. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services our services will continue to be governed by the terms of this Agreement.

ENGAGEMENT ADMINISTRATION, FEES, AND OTHER

Our fees for the services to be performed are found in Addendum 2. These fees include all out-of-pocket costs such as report production, typing, postage, etc., and reflect savings generated by the anticipated cooperation from your personnel and assumes that unexpected circumstances will not be encountered. If significant additional time is necessary, we will discuss it with you. Services will be invoiced to you from time to time as work progresses. In accordance with Illinois Compiled Statutes, payments for all services are due within sixty days of receipt of an invoice.

We appreciate the opportunity to be of service to you and believe this Agreement accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Sincerely,



Brian D. LeFevre, CPA, MBA
Partner
On behalf of Sikich LLP

Acknowledged:

Warrenville Fire Protection District

Name _____

Title _____

Date _____

ADDENDUM 1 Outsourced Accounting Services

This addendum is to specify the terms of our engagement with respect to the accounting services we will provide.

Sikich LLP will provide, unless otherwise noted, ongoing outsourced accounting services for Warrenville Fire Protection District accounting and financial processes. Specifically, we will focus on the following:

ACCOUNTING SERVICES

- Update and maintain financial records utilizing Sage.
- Prepare monthly bank and investment reconciliations and record required adjustments as necessary to the accounting records
- Prepare and record required journal entries and appropriate schedules for month end close
- Prepare monthly financial statements and report for management and the Board of Trustees
- Other schedules per your request

OTHER SERVICES

- Update fixed asset schedule
- Assist with yearend close
- Assist with preparation of budget
- Assist with preparation of audit workpapers and coordinate with external auditor
- Assist management with review and analysis of financial and business matters
- Preparation of financial projection model
- Meetings with management as requested

TAX SERVICES

- Preparation and electronic filing of annual Form 1099's

ADDENDUM 2
PROJECT #

SCHEDULE OF FEES

Our fees for these services will be based upon our standard hourly rates in effect during the performance of our work.

	Hourly Rate
Staff	\$ 147
Senior	\$ 179
Manager/Senior Manager	\$ 205
Partner	\$ 320



WARRENVILLE FIRE PROTECTION DISTRICT

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

BOARD OF TRUSTEES:

Kathleen Perkins
President

Denise Pertell
Trustee – Treasurer

Joseph Rogers
Trustee – Secretary

Jeff Carstens
Trustee

Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

Fire Chief's Report to the Trustees Warrenville Fire Protection District March 2024

For the month of March we responded to 149 calls for service. This is 27 less calls than we responded to in February. March reports indicated that 92 of the calls were for Emergency Medical Service requests and 57 were fire and rescue related.

Specialty Team Call Outs/Significant Incidents

1. March 3rd – Warrenville units responded to a structure fire (detached garage) in the 3S200 block of Patterman Drive in Warrenville. The cause of the fire was determined to be incendiary in nature. The home was deemed habitable and turned over to the residents once the investigation was completed.

Other Items of Interest

1. Assistant Chief Levy was chosen to be a member of the Illinois Terrorism Task Force Urban Search and Rescue Team as a hazardous materials specialist.
2. We held our External Stakeholders meeting as part of our Strategic Planning process. Approximately 40 people were in attendance.
3. We held our Internal Stakeholders meeting as part of our Strategic Planning process. 13 employees of the District participated.
4. Several Fire District staff members and elected officials attended the City of Warrenville's Strategic Planning process meetings.
5. Chief Dina, AC Levy, and Financial Analyst Nadeau attended the Illinois Public Employer Labor Relations Association seminar in Oak Brook.
6. Warrenville Fire Personnel assisted the Warrenville Police Department with the annual Polar Plunge event to raise funds for Illinois Special Olympics.
7. We held another well attended and successful annual employee appreciation event.
8. Chief Dina and AC Levy met with Healthworks, a company that provides pre-employment and regular annual physicals for fire agencies.
9. We hired a new full time Firefighter/Paramedic who attended one week of orientation and is currently assigned to Gold Shift.
10. AC Levy secured \$4720.00 through the Enbridge Safe Community Grant program for the purchase of a hazardous materials decontamination system.



Previous Month ▾

Mar 1, 2024 - Mar 31, 2024 ▾

38%

FIRE
Percentage of Total Incidents

62%

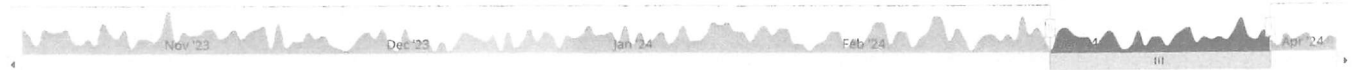
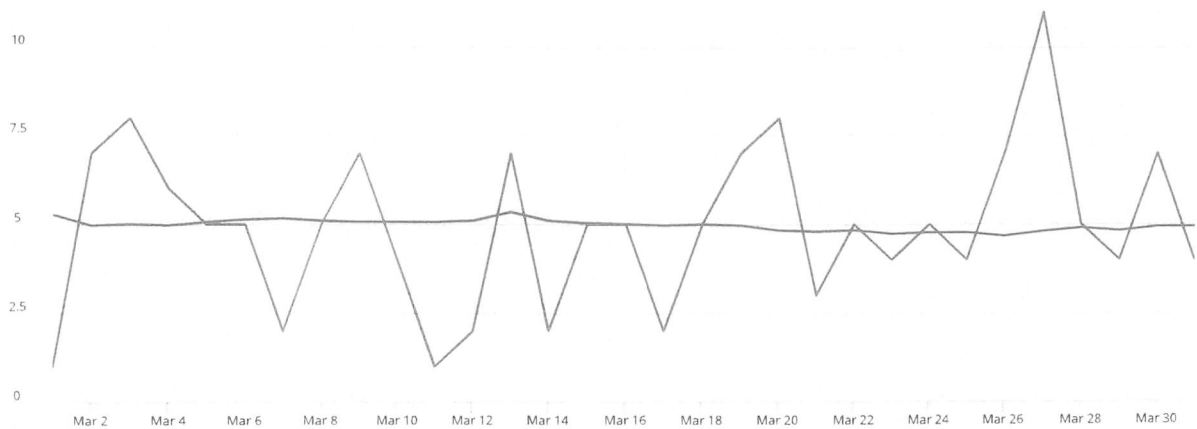
EMS
Percentage of Total Incidents

149

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
(11) Structure Fire	2	1			1									4
(14) Natural vegetation fire		1												1
(31) Medical assist	1													1
(32) Emergency medical service (EMS) incident	8	19	18	23	23									91
(35) Extrication, rescue				1										1
(41) Combustible/f.. spills & leaks	1			1	2									4
(42) Chemical release, reaction, or toxic condition		1			1									2
(44) Electrical wiring/equipm. problem	1	1												2
(55) Public service assistance	1	3	1		1									6
(57) Cover assignment, standby at fire station, move-up	1		1	1	1									4
(61) Dispatched and canceled en route		1			4									5
(62) Wrong location, no emergency found	1		1	2	1									5
(63) Controlled burning					3									3
(65) Steam, other gas mistaken for smoke		1												1

Week Ending	3/3/24	3/10/24	3/17/24	3/24/24	3/31/24	4/7/24	4/14/24	4/21/24	4/28/24	5/5/24	5/12/24	5/19/24	5/26/24	Total
(73) System or detector malfunction		1	1	1										3
(74) Unintentional system/detect... operation (no fire)		1	2	8	5									16
Total	16	30	24	37	42									149



Previous Month ▾

Mar 1, 2024 - Mar 31, 2024 ▾

00:58

MM:SS

Average Turnout Time

58%

Of Responses

Turnout Times < 01:00

149

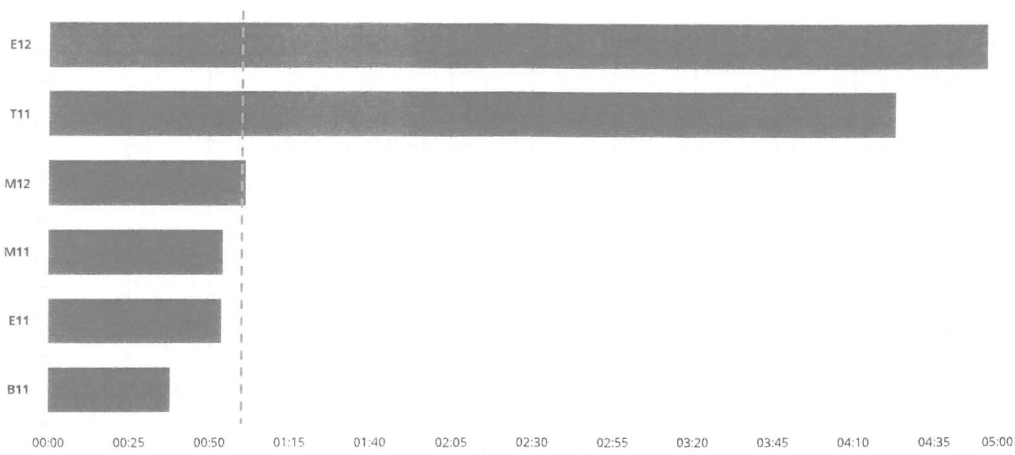
Incidents

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

	00:00 - 00:29	00:30 - 00:59	01:00 - 01:29	01:30 - 01:59	02:00 - 02:59	03:00 - 04:59	05:00 - 09:59	Total
B11	3	5	2					10
E11	26	35	40	9	2			112
E12					1		1	2
M11	25	39	22	13	4			103
M12	1		1	1				3
T11						2	1	3
Total	55	79	65	23	7	2	2	233
Exceptions								48



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Jeffrey Carstens
Trustee

Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

Logistics Officer's Report to the Trustees - April 2024

Station Maintenance:

- Pending Projects:
 - Bay (garage) door annual service – awaiting Webmarc doors to schedule
 - 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
 - 1 pair of firefighter gloves – damaged beyond repair
 - 4 firefighter pants – damaged beyond appropriate cost to repair
- Pending Repairs
 - 2 firefighter pants – sent out for repair estimate
- Repaired
 - None
- Ordered
 - None
- Other
 - None



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Al Thompson
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Fire Chief

WARRENVILLE FIRE PROTECTION DISTRICT

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TRAINING DIVISION REPORT

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

SUBMITTED BY: BILL ZABLER

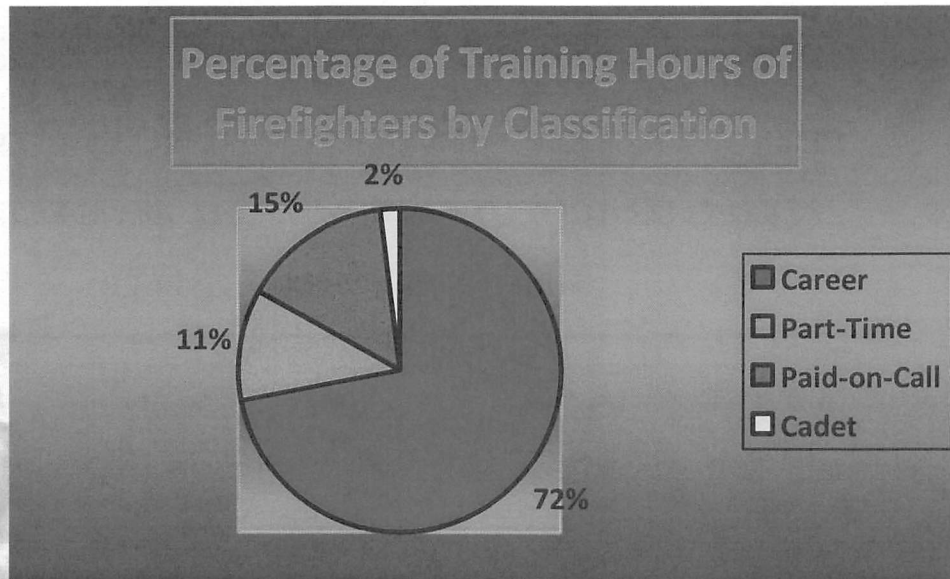
March 2024

The month of March was spent working through Hazardous Materials Training for Re-certification. The Monthly MABAS Fire Training was Hazardous Materials Training in Naperville, Warrenville did not attend due to in-house training being the same topic. Our 2 fire academy candidates approaching the halfway point of Module C. The remaining Saturday's are Live Fire & Vehicle Extrication. The last two weeks of Academy are Hazardous Materials Operations Certification. Graduation is May 16th. The Cadets have been working on Fire Hose Practical's. The weekly training for the Paid-on-Call was Hose line deployments, and Hazardous Materials (ERG, Monitoring Equipment & Decontamination).

Notable Events:

- FF Koelper completed FAE Certification.
- FF Gloodt completed Engine Driver Program.
- FF LeMaster took a Hose-line Techniques offered by Fire Nuggets (National Training Group).
- FF Slates & Capt. Zabler took LDDM Firefighter & Chief Officer respectively @ IFSI in Champaign.
- Several FF's have completed the Re-certification Task books Haz-mat Ops, VMO, and FSVO.
- Budget Money used to Purchase a VEIS Prop that will be delivered in late April/ May.
- Foreign Fire Insurance Board approved the purchase of two training props to enhance training (Roof Ventilation Simulator Attachment & Machinery Extrication).

District Training Data:



ISO Training Hours:

<u>Types of Hours</u>	<u>Quantity</u>	<u>Percentage</u>
Firefighter/Company/SCBA	368	45%
Driver/Operator	218	27%
Officer/Fire Prevention	68	8%
Hazardous Materials	127	16%
Special Operations	12	1%
Probationary	26	3%
Total	819	100%

Monthly Training Hour Leaders:

Career	<i>David Koelper</i>	80
Paid-on-Call	<i>Nadia Slates</i>	56
Part-Time	<i>Drew Miller</i>	51

Total Training Hours by Month:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
1076	810	819										2705



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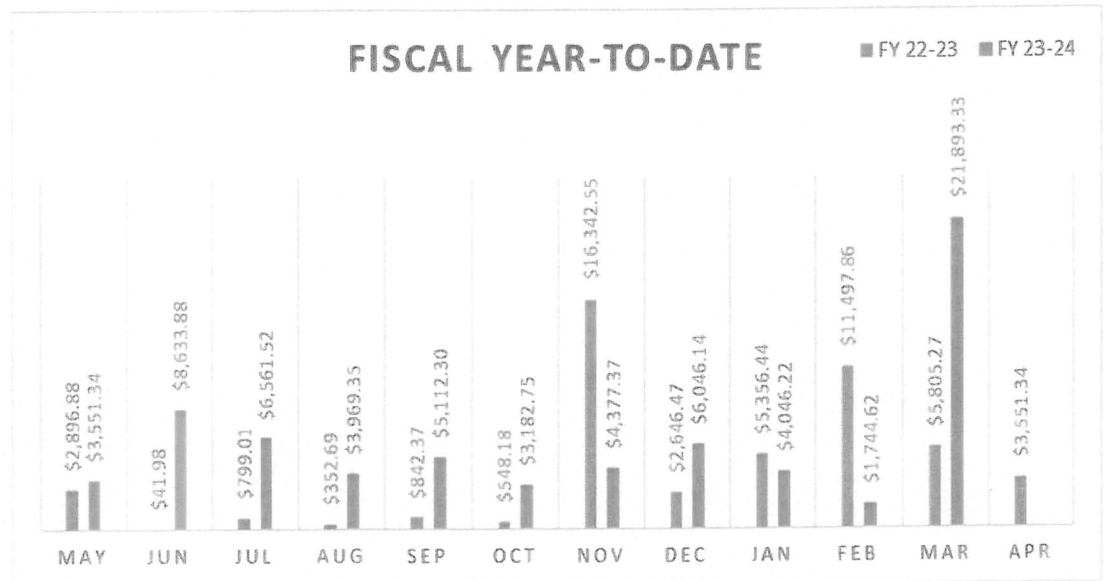
Alasdair Thompson
Trustee

Andrew Dina
Fire Chief

March Apparatus Report

- 2020 Pierce (E1976) – Replace Wiper Blades
- 2016 Ford Explorer (A11) – Repair Multiple Exhaust Leaks
- 2012 Dodge Ambulance (M0215) – Repair Oil Leak, Change Engine Oil & Filter, Replace Rear Brake Pads
- Station Back Up Generator – Annual PM & 2hr Load Test

2020 Pierce (E1976)	\$ 40.17
2016 Ford Explorer (A11)	\$ 760.23
2012 Dodge Ambulance (M0215)	\$ 19,637.29
Station Back Up Generator	\$ 1,455.64
Current Month Total	\$ 21,893.33
Fiscal Year-to-Date Total	\$ 67,374.20
Fiscal Year 23-24 Budget	\$ 65,000.00 (-2,374.20)



Other Items of Interest

- 2012 Dodge Ambulance (M0215) – Cost of Repair Comparison
 - Dodge Dealer - \$36,204.66. **Total Labor and Hours**
 - Interstate Power Systems - \$28,546.66. **Total Labor @ Interstate Rates**
 - Interstate Power Systems - \$19,637.29. **Total Labor @ Reduced Rates**



Fire Prevention Bureau Report

March
2024

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

COMMUNITY RISK REDUCTION

	Senior smoke detector installed
	Senior KNOX BOX installed
1	Senior Event S.A.L.T.
7	School Talks/Programs (Bower, Johnson, both Gardner Schools, Bloom, Crème de la Crème, & Waldorf)
2	Preschool Talks
1	WYFS Quest Hot Shots
	CPR

FIRE BUREAU

5	Plan Reviews
	Annual Inspections
17	Re-inspections
	School Inspections
3	Sprinkler hydrostatic test & above ceiling inspections
14	Fire Alarm Test (new, existing and repaired)
2	Pre-Application Meetings w/City staff
0/5	KNOX BOX installed/keys acquired or replaced
	Fire Drills
	Fire works
	Refer to Bureau
40	TCE Reports Reviewed
	New Businesses Inspected

Respectfully,

Carl Voda

Carl Voda
Fire Marshal

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 continues to employ the ASSISTANT CHIEF, and the ASSISTANT CHIEF remains employed upon the terms and conditions of this Employment Contract for a period of time commencing on May 1, 2024 and terminating on April 30, 2026, 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 BOARD. 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 BOARD 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 Fire 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 or at home.

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-EIGHT THOUSAND FIVE HUNDRED DOLLARS (\$148,500.00), 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. 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.

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 31st of each year. 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, 2026 (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 continues to employ the FIRE CHIEF, and the FIRE CHIEF remains employed upon the terms and conditions of this Employment Contract for a period of time commencing on May 1, 2024 and terminating on April 30, 2026, 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 AND SIXTY THOUSAND DOLLARS (\$160,000.00), 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 remain enrolled in the Warrenville FPD Firefighters' Pension Fund during his tenure as FIRE CHIEF.

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 31st of each year. 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, 2026 (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 additional one-year periods 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

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. “



A PROPOSAL PREPARED FOR

Warrenville Fire Protection District

3S472 Batavia Rd.
Warrenville, IL 60555

Presented By

Mitch Backes

AssuredPartners
25 Northwest Point Boulevard, Suite 625
Elk Grove Village, IL 60007

Term

5/1/2024 - 5/1/2025





ASSUREDPARTNERS SERVICE TEAM

Your Agents

Mitch Backes

Direct: (847) 427-7759

Email: Mitch.Backes@assuredpartners.com

Cell:

Property & Casualty Service Team

Servicing your Commercial policies, including: Property, Liability, Auto, Management Liability

Krystal Skrbina

Direct: (847) 437-2306

Email: Krystal.Skrbina@assuredpartners.com

- Policy maintenance (i.e. adding vehicles)
- Billing and invoices

Todd Jones, SCLA

Direct: (847) 437-3690

Email: Todd.Jones@assuredpartners.com

- Claim Reporting
- Claim follow-up

Greg Crawford

Direct: (630) 571-6198

Email: Gregory.Crawford@assuredpartners.com

- Human Resources

Christina Anderson

Direct: (847) 437-2983

Email: Christina.Anderson@assuredpartners.com

- Safety Services

Mitch Backes

Cell: (224) 330-9054

Email: Mitch.Backes@assuredpartners.com

- Public Entity Managing Director



25 Northwest Point Blvd.
Ste. 625
Elk Grove Village,
IL 60007

Phone: (847) 758-1000

Fax: (847) 758-1200

Compensation Disclosure

AssuredPartners and its individual agents/producers are licensed as insurance producers by the various States where we are transacting insurance, which includes the sale, solicitation, and servicing of insurance business, as well as advising on the relative benefits of certain insurance policies and risk management programs. Our agency typically receives compensation from insurers in the form of commissions paid as a percentage of the premiums due the applicable insurance companies.

Commissions can vary by insurance company, by volume of business placed with that company or the profitability thereof, and other factors. In other cases and depending on various State laws and the capacity in which our agency is acting, our agency may receive other forms of compensation from insurers, insurance intermediaries, premium finance companies and other vendors; such as contingents, overrides, profit-sharing, premium finance fees, expense reimbursements, producer subsidies, award trips, meetings and other incentives. We also earn interest on premiums we hold until it is time to pay the applicable insurance companies. Our overriding desire is to provide great customer service, having you, the customer, believe we have earned our compensation. We believe in full disclosure of our compensation. Accordingly, if you have any questions about the compensation we receive from your policies (including policies we propose to you), please just ask your account representative, who will gladly provide you a summary of our compensation arising from your policies (some estimation may be necessary, for example where contingents are involved).

We thank you for the opportunity to serve and appreciate your interest.

Schedule of Named Insureds

Warrenville Fire Protection District

Warrenville FPD Firefighters Pension Fund

Warrenville Firemens Association

Warrenville Firefighters Auxiliary

Carrier Information

Carrier	Line of Coverage	A.M. Best Rating	Admitted Status
US Specialty Insurance Company	Package	A++, XV	Admitted
Houston Casualty Insurance Company	Cyber Liability	A++, XV	Admitted
Ohio Casualty Company (Liberty Mutual)	Crime	A, XV	Admitted
AXIS Insurance Company (Provident)	Accident & Health	A, XV	Admitted

Level	Category	Level	Category	Level	Category
A++, A+	Superior	B, B-	Fair	D	Poor
A, A-	Excellent	C++, C+	Marginal	E	Under Regulatory Supervision
B++, B+	Very Good	C, C-	Weak	F	In Liquidation
				S	Rating Suspended

Financial Size Categories							
FSC I			Up to 1,000	FSC IX	250,000	to	500,000
FSC II	1,000	to	2,000	FSC X	500,000	to	750,000
FSC III	2,000	to	5,000	FSC XI	750,000	to	1,000,000
FSC IV	5,000	to	10,000	FSC XII	1,000,000	to	1,250,000
FSC V	10,000	to	25,000	FSC XIII	1,250,000	to	1,500,000
FSC VI	25,000	to	50,000	FSC XIV	1,500,000	to	2,000,000
FSC VII	50,000	to	100,000	FSC XV	2,000,000	or more	
FSC VIII	100,000	to	250,000				

(In \$000 of Reported Policyholders' Surplus Plus Conditional Reserve Funds)

Best's Insurance Reports, published annually by A.M. Best Company, Inc., presents comprehensive reports on the financial position, history, and transactions of insurance companies operating in the United States and Canada. Companies licensed to do business in the United States are assigned a Best's Rating which attempts to measure the comparative position of the company or association against industry averages.
A Best's Financial Strength Rating opinion addresses the relative ability of an insurer to meet its ongoing insurance obligations. It is not a warranty of a company's financial strength and ability to meet its obligations to policyholders. View the A.M. Best Important Notice: Best's Credit Ratings for a disclaimer notice and complete details at http://www.ambest.com/ratings/notice .
Best's Credit Ratings are under continuous review and subject to change and/or affirmation. For the latest Best's Credit Ratings and Best Credit Reports (which include Best Ratings), visit the A.M. Best website at http://www.ambest.com . See Guide to Best's Credit Ratings for explanation of use and charges.
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GUIDE TO BEST'S FINANCIAL STRENGTH RATINGS – (FSR)

A Best's Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. An FSR is not assigned to specific insurance policies or contracts and does not address any other risk, including, but not limited to, an insurer's claims-payment policies or procedures; the ability of the insurer to dispute or deny claims payment on grounds of misrepresentation or fraud; or any specific liability contractually borne by the policy or contract holder. An FSR is not a recommendation to purchase, hold or terminate any insurance policy, contract or any other financial obligation issued by an insurer, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. In addition, an FSR may be displayed with a rating identifier, modifier or affiliation code that denotes a unique aspect of the opinion.

Best's Financial Strength Rating (FSR) Scale

Rating Categories	Rating Symbols	Rating Notches*	Category Definitions
Superior	A+	A++	Assigned to insurance companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.
Excellent	A	A-	Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.
Good	B+	B++	Assigned to insurance companies that have, in our opinion, a good ability to meet their ongoing insurance obligations.
Fair	B	B-	Assigned to insurance companies that have, in our opinion, a fair ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Marginal	C+	C++	Assigned to insurance companies that have, in our opinion, a marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
Weak	C	C-	Assigned to insurance companies that have, in our opinion, a weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions.
Poor	D	-	Assigned to insurance companies that have, in our opinion, a poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.

* Each Best's Financial Strength Rating Category from "A+" to "C" includes a Rating Notch to reflect a gradation of financial strength within the category. A Rating Notch is expressed with either a second plus "+," or a minus "-".

Financial Strength Non-Rating Designations

Designation Symbols	Designation Definitions
E	Status assigned to insurers that are publicly placed, via court order into conservation or rehabilitation, or the international equivalent, or in the absence of a court order, clear regulatory action has been taken to delay or otherwise limit policyholder payments.
F	Status assigned to insurers that are publicly placed via court order into liquidation after a finding of insolvency, or the international equivalent.
S	Status assigned to rated insurance companies to suspend the outstanding FSR when sudden and significant events impact operations and rating implications cannot be evaluated due to a lack of timely or adequate information, or in cases where continued maintenance of the previously published rating opinion is in violation of evolving regulatory requirements.
NR	Status assigned to insurance companies that are not rated; may include previously rated insurance companies or insurance companies that have never been rated by AM Best.

Rating Disclosure – Use and Limitations

A Best's Credit Rating (BCR) is a forward-looking independent and objective opinion regarding an insurer's, issuer's or financial obligation's relative creditworthiness. The opinion represents a comprehensive analysis consisting of a quantitative and qualitative evaluation of balance sheet strength, operating performance, business profile and enterprise risk management or, where appropriate, the specific nature and details of a security. Because a BCR is a forward-looking opinion as of the date it is released, it cannot be considered as a fact or guarantee of future credit quality and therefore cannot be described as accurate or inaccurate. A BCR is a relative measure of risk that implies credit quality and is assigned using a scale with a defined population of categories and notches. Entities or obligations assigned the same BCR symbol developed using the same scale, should not be viewed as completely identical in terms of credit quality. Alternatively, they are alike in category (or notches within a category), but given there is a prescribed progression of categories (and notches) used in assigning the ratings of a much larger population of entities or obligations, the categories (notches) cannot mirror the precise subtleties of risk that are inherent within similarly rated entities or obligations. While a BCR reflects the opinion of A.M. Best Rating Services, Inc. (AM Best) of relative creditworthiness, it is not an indicator or predictor of defined impairment or default probability with respect to any specific insurer, issuer or financial obligation. A BCR is not investment advice, nor should it be construed as a consulting or advisory service, as such; it is not intended to be utilized as a recommendation to purchase, hold or terminate any insurance policy, contract, security or any other financial obligation, nor does it address the suitability of any particular policy or contract for a specific purpose or purchaser. Users of a BCR should not rely on it in making any investment decision; however, if used, the BCR must be considered as only one factor. Users must make their own evaluation of each investment decision. A BCR opinion is provided on an "as is" basis without any expressed or implied warranty. In addition, a BCR may be changed, suspended or withdrawn at any time for any reason at the sole discretion of AM Best.

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Version 121719





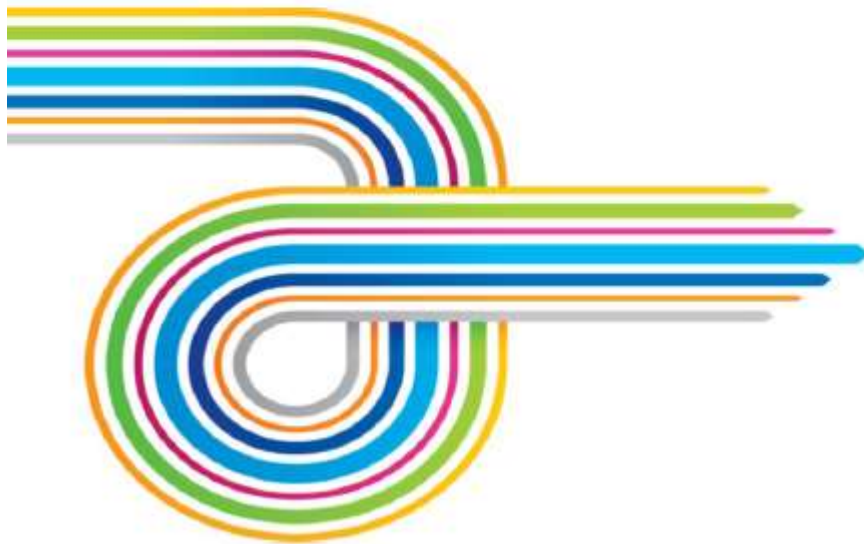
Tokio Marine HCC – Public Risk Group

We Serve You, So You Can Serve Your Community

Tokio Marine HCC – Public Risk Group has exclusively insured public entities since 1985. With more than 35 years of experience in municipal risk, we understand the unique challenges your entity faces. We provide insurance solutions that protect you and a risk management program that increases your community's safety and limits your exposures.

You can enjoy the peace of mind that comes from partnering with an insurance provider that has a solid foundation and a proven track record. We also have the financial strength of being part of one of the world's largest insurance companies – one with excellent industry ratings, including an A.M. Best A++ (Superior) rating.

We focus on protecting your entity so you can focus on what's most important – the work you do that drives the safety and well-being of your community.



Location Schedule

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Mailing Address	
Warrenville Fire Protection District 3S472 Batavia Rd. Warrenville, IL 60555	

Location	Building	Address	Description
1	1	3S472 Batavia Rd Warrenville, IL 60555	Station 1
2	1	3S511 Batavia Rd Warrenville, IL 60555	Storage

Property

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Cause of Loss Form Used: Special
Special Form: Provides coverage against All Risk of direct physical loss or damage, except those perils that are specifically excluded in the policy.

Loc.	Building	Subject of Insurance	Amount	Deductible	Valuation
0	0	Blanket - BPP	\$274,229	\$1,000	Replacement Cost
1	1	Building	\$4,191,026	\$1,000	Guaranteed Replacement Cost
1	1	Business Personal Property	\$263,682	\$1,000	Replacement Cost
2	1	Business Personal Property	\$10,547	\$1,000	Replacement Cost

Business Income with Extra Expense. 24 Months. Actual Loss Sustained. 72 Hour Waiting Period.
Co-Insurance: N/A Building and Contents
Equipment Breakdown is included.
Wind or Hail Deductible: \$2,500
Flood \$4,465,255, \$5% Wind or Hail Deductible, Minimum \$1,000
Earthquake \$4,465,255, \$1,000 Deductible



Property Policy Level Coverages		
Additional Coverages		Limit of Insurance
Debris Removal		\$250,000
Preservation of Property – Expense Coverage		\$50,000
Emergency Response Service Charge		\$25,000
Pollutant Clean-Up and Removal - Annual Aggregate		\$150,000
Claims Expenses Coverage		\$25,000
Electronic Data		\$250,000
Paved Surfaces Coverage		\$250,000
Newly Acquired or Constructed Property	Building Business Personal Property Coverage Period Days	\$2,000,000 \$1,000,000 180 Days
Personal Effects of Others		\$25,000
Valuable Papers and Record		\$100,000
Accounts Receivable		\$100,000
Outdoor Property		\$25,000
Non-Owned Detached Trailers		\$15,000
Unmanned Aircraft PD		\$25,000
Program Specific Additional Coverages		Limit of Insurance
Bucket Limit of Insurance		
<ul style="list-style-type: none"> • Tenants Improvements & Betterments • Emergency Response Service Charge • Personal Effects of Others Coverage Extension • Valuable Papers & Records Coverage Extension • Accounts Receivable Coverage Extension • Outdoor Property Coverage Extensions • Fine arts Additional Coverage • Fire Extinguisher and Automatic Extinguishing System Recharge Additional Coverage • Lock Replacement Additional Coverage 		\$500,000
Business Personal Property Additional Coverage		
Fine Arts		\$50,000
	Fine Arts Unscheduled Per Item Max	\$10,000



Business Personal Property Additional Coverage		
Fine Arts	\$50,000	
Fine Arts Unscheduled Per Item Max	\$10,000	
Property Off-Premises Additional Coverage		
Exhibition, Fair or Trade Show Coverage	\$50,000	
Property at Other Locations	\$100,000	
Property in Transit Additional Coverage		
Property in Transit	\$50,000	
Loss Expense and Protection Coverages		
Catastrophe Allowance Coverage - Annual Aggregate	\$50,000	
Expediting Expense Coverage	\$50,000	
Extra Expense	\$100,000	
Fire Extinguisher and Automatic Extinguishing System Recharge Additional Coverage	\$25,000	
Lock Replacement Coverage	\$10,000	
Reward Coverage	\$50,000	
Soft Costs	\$25,000	
Business Income (and Extra Expense) Coverages		
Additional Coverages	Limit of Insurance	
Contractual Penalties	\$50,000	
Interruption of Computer Operations	\$50,000	
Time Element Claims Expenses Coverage	\$25,000	
Coverage Extensions	Limit of Insurance or Period of Coverage	
Dependent Properties	\$250,000	
Lessee's Leasehold Interest Coverage	\$25,000	
Lessor's Lease Cancellation Coverage	\$25,000	
Lessor's Tenant Relocation Expense Coverage	\$25,000	
Newly Acquired Locations-Business Income & Extra Expense Coverage Period	\$250,000 180 Days	



Causes of Loss – Special Form		
Additional Coverages		Limit of Insurance or Period of Restoration
Fungus, Wet Rot and Dry Rot – Annual Aggregate		\$15,000
Fungus, Wet Rot and Dry Rot Period of Restoration		30 Days
Fungus, Wet Rot and Dry Rot Extended Period of Restoration		30 Days
Additional Coverages		
Electronic Data Cyber Incident Additional Coverages		Policy Level, Annual Aggregate Limit of Insurance*
Electronic Data Cyber Incident Coverage		\$50,000
Electronic Data Cyber Incident Business Income and Extra Expense Coverage		\$50,000
Green Upgrades Additional Coverages		Limit of Insurance
Green Upgrades Limit of Insurance		\$50,000
Green Upgrades Percentage		10%
Utility Services Coverages		
Utility Services – Direct Damage		\$50,000
Overhead Transmission Lines		Not Included
Utility Services – Business Income and Extra Expense		\$50,000
Overhead Transmission Lines		Not Included

Inland Marine Schedule

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Coverage	Limit	Deductible
Portable Equipment	Guaranteed Replacement Cost	\$1,000
Portable Equipment Rental Expense	\$ 2,500	\$1,000

Supplemental Coverages:

Unscheduled Property Including Outdoor & Watercraft	\$300,000
Newly Acquired Miscellaneous Articles	\$ 50,000
Pollutant Clean-Up	\$ 25,000
Debris Removal	\$ 25,000
Preservation of Property – Expense Coverage	\$ 10,000
Days	30
Inventory or Appraisals	\$ 10,000

Commercial Crime

Insurance Company: The Ohio Casualty Insurance Company
Policy Term: 5/1/2022 - 5/1/2025

Coverage	Limit	Deductible
Employee Dishonesty	\$100,000	\$1,000
Forgery or Alteration	\$100,000	\$1,000
Computer Fraud	\$100,000	\$1,000
Funds Transfer Fraud	\$100,000	\$1,000
Fraudulently Induced Transfers	\$100,000	\$5,000
Claims Expense	\$5,000	\$0
Includes Directors, Trustees, and Board Members		
Includes Faithful Performance of Duty		

General Liability

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Coverage	Limit
General Aggregate	\$10,000,000
Products/Completed Operations Aggregate	\$10,000,000
Personal/Advertising Injury Limit	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Rented Premises	\$1,000,000
Medical Expense Limit	\$10,000
Sexual Abuse Each Occurrence	\$1,000,000

Included Coverages:

- Defense costs in addition to policy limits
- Broad Definition of bodily injury and property damage
- Blanket Additional Insureds
- Blanket Waiver of Subrogation
- Broadened Named Insured
- Medical Directors insured
- Fellow Employee or Volunteer Worker
- Commandeered equipment defined
- Drones and Unmanned Aircraft Systems
- General Aggregate Limit per location and per insured
- Liquor Liability
- Expected or Intended Injury – use of reasonable force to protect people or property.
- Special Events/Fundraising Activities – such as parades; open houses; dances; fireworks; athletic games (spectators only); Fire prevention Week & Safe Kids Week activities; preparation/serving of food;
- Supplementary Payments:
 - Bail Bonds
 - Costs of any required appeal bond
 - Extra Expenses – loss of earnings

Management Liability

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Professional Liability Policy Coverages		
Coverage	Limit	Deductible
Public Officials Errors & Omissions	03/23/2011 Retro date	
Each Wrongful Act	\$1,000,000	\$0
Aggregate	\$10,000,000	
Employment Practices Liability	03/23/2011 Retro date	
Each Wrongful Act	\$1,000,000	\$0
Aggregate	\$10,000,000	
Employee Benefits Administration Liability	03/23/2011 Retro date	
Each Wrongful Act	\$1,000,000	\$0
Aggregate	\$10,000,000	
Defense Expense for Injunctive Relief		
Each Wrongful Act	\$50,000	Included
Aggregate	\$100,000	

Coverage Features:

- Defense cost in addition to policy limits
- Coverage applies to members, employees and volunteers
- Broad 'Who is an Insured' provision
- Physician serving as medical director is an insured
- Claims made or occurrence forms available
- Defense expense for Injunctive Relief
- EEOC Defense
- Employee Harassment
- ERISA, COBRA, OSHA, WARN and NLRA Act violations and other federal employment laws
- Loss of earnings expense - \$1,000
- Right and duty to defend
- Third Party Harassment

Cyber Liability

Insurance Company: Houston Casualty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Limits of Liability per Member:

Third Party Insuring Agreements

Multimedia Liability	\$1,000,000
Security and Privacy Liability	\$1,000,000
Privacy Regulatory Defense and Penalties	\$1,000,000
PCI DSS Liability	\$1,000,000
TCPA Defense	\$1,000,000

First Party Insuring Agreements

Breach Event Costs	\$100,000
BrandGuard®	\$100,000
System Failure	\$100,000
Cyber Extortion	\$100,000
Cyber Crime	\$25,000
Reward Expenses	\$100,000
Court Attendance Costs	\$100,000

Maximum Aggregate Limit of Liability Per Member: \$1,000,000
Per Claim Retention: \$10,000

Retro Date: 03/23/2021

Commercial Automobile

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Coverage	Limit	Per
Bodily Injury & Property Damage	\$1,000,000	CSL Each Accident
Medical Payments	\$5,000	Each Person
Uninsured Motorist	\$1,000,000	Each Accident
Underinsured Motorist	\$1,000,000	Each Accident
Physical Damage		
Comprehensive Deductible	\$1,000	
Collision Deductible	\$1,000	
Coverage	Applicable To	
Liability	Any Auto	
Medical Payments	All Owned Autos	
Uninsured Motorist	All Owned Autos	
Underinsured Motorist	All Owned Autos	
Comprehensive	All Owned Autos	
Collision	All Owned Autos	
Additional Coverages		
Towing and Labor		
Full Glass Coverage		
Rental Reimbursement Included		
Garagekeepers Legal Liability \$50,000 Limit		
Comprehensive Deductible \$500/ \$2,500 Max Per Occurrence		
Collision Deductible \$500 Deductible		

Additional Features:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Blanket Additional Insured – automatic status when required by contract or agreement • Elected or Appointed Officials, Employees, Members and Volunteers as Insureds • Owner of Commandeered Autos included • Fellow Employee Included • Bodily Injury includes Mental Anguish • Newly Acquired or Formed Organizations – 180 days • Primary Liability for Members Autos • Expected or intended injury exception – reasonable force to protect persons property • Care, Custody or Control for Emergency Services Activities • Waiver of Subrogation • Supplementary Payments:

Bail Bonds - \$3,500 / Loss of Earnings - \$500 per day | <ul style="list-style-type: none"> • Towing - \$2,500 • Transportation Expenses \$300 per day / \$10,000 Limit • Loss of Use Expenses - \$1,000 per accident • Employee or Volunteer Worker Owned Autos • Waived Deductible for Glass • Rental Reimbursement • Airbag Discharge • Customized Vehicle Coverage • Physical Damage Members Owned Autos • Freezing of Emergency Vehicles • Electronic Equipment – installed audio, visual or communications equipment • Waved Deductible up to \$1,000 when loss applies to (2) or more lines of coverage • Substitute Autos |
|---|---|

Auto Schedule

No.	Year	Make	Model	VIN	Amount	Valuation
1	1955	Chevy	Antique	H2-55J-005526	\$10,000	Stated Amount
2	1993	Ford	Rescue Heavy	2FDLF47M6PCA93939	\$300,000	Agreed Amount
3	1997	E-One	Aerial	4EN3ABA83W1008509	\$1,200,000	Agreed Amount
4	2004	E-One	Pumper	4EN6AAA8741008372	\$639,000	Agreed Amount
5	2005	Ford	F350 Super	1FTWW31565EB31299	\$300,000	Agreed Amount
6	2009	E-One	Pumper	4EN6AAA8791005026	\$900,000	Agreed Amount
7	2012	Dodge Ram	4500 S AMB	3C7WDKCL4CG180215	\$329,910	Agreed Amount
8	2013	Ford	F150	1FTFW1EFXDFD27696	\$35,635	Agreed Amount
9	2015	Ford	F350	1FT8W3B68FEC16159	\$70,000	Agreed Amount
10	2016	Ford	Explorer	1FM5K8AR5GGA19054	\$60,000	Agreed Amount
11	2017	Ford	Explorer	1FM5K8AR9HGD06186	\$60,000	Agreed Amount
12	2019	Ford SUV	Police Interceptor	1FM5K8AR5KGA16518	\$60,000	Agreed Amount
13	2018	Ford	F550 AMB	1FDUF5HT6JED03263	\$329,910	Agreed Amount
14	2020	Pierce	Enforcer	4P1BAAFF0LA021976	\$900,000	Agreed Amount
15	2021	Ford	Escape	1FMCU9G64MUA41967	\$30,000	Stated Amount

Umbrella

Insurance Company: US Specialty Insurance Company
Policy Term: 5/1/2024 - 5/1/2025

Umbrella Limits of Liability	Limit
Each Occurrence	\$5,000,000
Annual Aggregate	\$10,000,000
Retention	\$0

Underlying Liability Limits	Limit
Automobile Liability – Combined Single Limit	\$1,000,000
General Liability	
General Aggregate	\$10,000,000
Products Completed Operations Aggregate	\$10,000,000
Occurrence	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Professional Liability	
General Aggregate	\$10,000,000
Per Claim Aggregate	\$1,000,000
Employee Benefits Liability	
Each Employee	\$1,000,000
Aggregate	\$10,000,000
Employers Liability	
Bodily Injury by Accident	\$3,000,000 Each Accident
Bodily Injury by Disease	\$3,000,000 Policy Limit
Bodily Injury by Disease	\$3,000,000 Each Employee

Premium Summary

Insured: Warrenville Fire Protection District
Policy Term: 5/1/2024 - 5/1/2025

Package Annual Premium – Atlantic Specialty Insurance Company	\$34,904
Cyber Liability Annual Premium – Houston Casualty Insurance Company	\$1,282
Crime Annual Premium – The Ohio Casualty Company of America	\$688
AHPI Annual Premium – AXIS Insurance Company (Provident)	\$2,433
Workers Compensation Annual Premium – IPRF	\$181,753
Total Annual Premium	\$221,060



Illinois Public Risk Fund

Workers' Compensation Information Page

Policy Number: P0267-2024

Named Insured and Mailing Address:

Warrenville Fire Protection District
3S472 Batavia Road
Warrenville, IL 60555

The policy period is from: **05/01/2024 to 05/01/2025**
12:01 a.m. Standard Time of the Insured's mailing address

Coverage:

Part One of the policy applies to the Workers Compensation Law of the State of Illinois.

Part Two of the policy applies to Employers Liability in the State of Illinois: The limits of our Liability under Part Two are:

Bodily Injury by Accident	\$3,000,000 each accident
Bodily Injury by Disease	\$3,000,000 policy limit
Bodily Injury by Disease	\$3,000,000 each employee

This Policy includes these endorsements and schedules:

See listing of endorsements – Extension of Information Page

Broker Name and Address:

Total Estimated Premium:	\$176,459.00
Administrative Fee:	\$5,294.00
Total Estimated Cost:	\$181,753.00

Cancellation: In the event that the Policy is Cancelled prior to the expiration date, then the total annual premium stated on page 2 will be 100% fully earned

Terms and Conditions: The premium for this policy will be determined by our rules, classifications, rates and rating plans. All required information is subject to verification and change by audit at policy expiration.

As per Safety National Casualty Corp. Excess policy, and Illinois Public Risk Fund's By-Laws and Pooling Agreement.



<p style="text-align: center;">EXTENSION OF INFORMATION PAGE ENDORSEMENT SCHEDULE</p>
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IPRF WC 00 001 18	Broad Form All States for Employee Travel
IPRF WC 00 002 18	Federal Employers' Liability Act Coverage
IPRF WC 00 003 18	Foreign Voluntary Workers' Compensation and Employers' Liability For Traveling Employees
IPRF WC 00 004 18	Longshoremen's and Harbor Workers' Compensation Act Coverage
IPRF WC 00 005 18	Maritime Coverage
IPRF WC 00 006 18	Voluntary Compensation



ILLINOIS PUBLIC RISK FUND

Cost Control Through Cooperation Since 1985

0267

Warrenville Fire Protection District

3S472 Batavia Road

Warrenville, IL 60555

The premium for this policy will be determined by Illinois Public Risk Fund rules, classifications, rates and rating plans. All information required is subject to verification and change by Audit.

<u>Class Code</u>	<u>Description</u>		<u>Payroll</u>		<u>Rate/100</u>		<u>Premium</u>
0092	Fire Prevention	\$	107,243	\$	3.231	\$	3,465
7710	Firefighters	\$	2,209,840	\$	6.059	\$	133,894
7711	Volunteer Firefighters	\$	642,060	\$	6.059	\$	38,902
8385	Mechanics	\$	1,000	\$	3.611	\$	36
8810	Clerical	\$	120,070	\$	0.135	\$	162
					Subtotal:	\$	176,459
					3% Administrative Fee:	\$	5,294
					TOTAL:	\$	181,753

Selected payment plan: 12 Equal Monthly Installments

Prepared on: Mon March 4 12:35:12 2024



ILLINOIS PUBLIC RISK FUND
Cost Control Through Cooperation Since 1985

Installment Schedule

0267
 Warrenville Fire Protection District
 3S472 Batavia Road
 Warrenville, IL 60555

12 Equal Monthly Installments

Due Date	Amount Due
05/01/2024	\$15,147
06/01/2024	\$15,146
07/01/2024	\$15,146
08/01/2024	\$15,146
09/01/2024	\$15,146
10/01/2024	\$15,146
11/01/2024	\$15,146
12/01/2024	\$15,146
01/01/2025	\$15,146
02/01/2025	\$15,146
03/01/2025	\$15,146
04/01/2025	\$15,146



ILLINOIS PUBLIC RISK FUND

Cost Control Through Cooperation Since 1985

0267

Warrenville Fire Protection District
3S472 Batavia Road
Warrenville, IL 60555

Policy Term: 5/1/23 to 5/1/24

The premium for this policy will be determined by Illinois Public Risk Fund rules, classifications, rates and rating plans. All information required is subject to verification and change by Audit.

<u>Class Code</u>	<u>Description</u>		<u>Payroll</u>		<u>Rate/100</u>		<u>Premium</u>
0092	Fire Prevention	\$	105,625	\$	3.673	\$	3,880
7710	Firefighters	\$	1,867,150	\$	6.427	\$	120,002
7711	Volunteer Firefighters	\$	747,500	\$	6.427	\$	48,042
8385	Mechanics	\$	1,000	\$	3.886	\$	39
8810	Clerical	\$	112,000	\$	0.138	\$	155
					Subtotal:	\$	172,118
					3% Administrative Fee:	\$	5,164
					TOTAL:	\$	177,282

Selected payment plan: 12 Equal Monthly Installments

Prepared on: Thu March 2 14:08:48 2023

Illinois Public Risk Information

You will be receiving your invoice from IPRF approximately the last week of November.

Have you applied for your 2023 Safety Grant? The deadline for application is December 1st, 2023.

IPRF has the ability to accept ACH payments. Please complete and return the Vendor ACH Form to Greg Palumbo at gpalumbo@iprf.com.

We have included a PEDDA quotation and pertinent information pertaining to this coverage, if eligible.

Thank you.

VENDOR ACH FORM

Listed below is the information to be utilized in order for you to submit ACH payments to Illinois Public Risk Fund.

If your bank should require a different format, please contact our office as indicated below.

VENDOR INFORMATION

Company Name: Illinois Public Risk Fund

Company Phone: (708) 429-6300

Company Contact: Greg Palumbo

Contact E-Mail: gpalumbo@iprf.com

CHECKING ACCOUNT INFORMATION

Vendor Name: Illinois Public Risk Fund

Bank Name: Old National Bank

Address of Bank: 12600 S. Harlem Avenue

City, State, Zip Code: Palos Heights Illinois 60463

ABA # or Routing #: 086300012

Account Number: 8100377848



Cost Control Through Cooperation Since 1985

AAA FINANCIAL RATING

Based on Demotech's review of audited financial statements, actuarial reports and related financial information, IPRF has received the highest financial stability rating AAA Unsurpassed.

IPRF GRANT PROGRAM GIVES BACK

Designed to ease the burden of safety related expenses, the grant program covers products that have been identified by our Loss Control agents that will assist in reducing injuries and or illnesses. To date, over \$62 million dollars in dividends/grants have been given back to our members.

IPRF/LEXIPOL GRANT PLUS PROGRAM

Beginning in 2018, IPRF members will receive a 10% discount off of Lexipol training products. In addition, IPRF will reimburse our members 25% up to their allotted grant amount. Members will also receive a complimentary 12-hour introductory Agency Assistance Plan (an \$1,800 value) and a 25% discount on selected professional services.

The Illinois Public Risk Fund has over 740 members comprised of Illinois local governmental entities and public agencies.

IPRF COVERAGE

Employee Liability \$3,000,000

Volunteers Coverage

Broad Form All States Coverage

**Longshoreman's & Harbor
Workers' Compensation Act**

**Approved Physical Fitness &
Training Programs**

7851 W. 185th Street Tinley Park, IL 60477 Phone: (708) 429-6300
(800) 289-IPRF Fax: (708) 429-6488 www.iprf.com





ILLINOIS PUBLIC RISK FUND

LOSS CONTROL



Cost Control Through Cooperation Since 1985

ONLINE COMMUNITY FORUM

Every IPRF member has the ability to access the online Community Forum. The forum is designed to allow members to connect with IPRF staff and other IPRF members to ask questions or gain insights on topics related to safety, loss control, claims or other relevant subjects.

MONTHLY SAFETY REMINDERS

Risk Reminders are sent out each month for employers to share with employees to help manage risk. Risk Reminders cover topics within different classifications such as police, fire, schools, public works and more. IPRF also publishes a bi-monthly loss control newsletter.

WEB TRAINING

IPRF provides members with a monthly training program model and an online loss control manual. Online training is free and includes over 100 available courses. It can be delivered whenever it is convenient for employees and is effective. Some training modules are also available in Spanish.

ADDITIONAL BENEFITS

Simulator Training

Firearms safety, fire extinguisher safety and driver safety

Loss Control Mobile App

Quick reference guide and digital library of safety information including fillable forms and checklists

Gap Analysis

Provided by classification such as fire departments, park districts and public works

OSHA Compliance

Provide an on-site, in-depth evaluation to determine the effectiveness of current occupational health and safety efforts

7851 W. 185th Street Tinley Park, IL 60477
(800) 289-IPRF Fax: (708) 429-6488

Phone: (708) 429-6300
www.iprf.com





Cost Control Through Cooperation Since 1985

DEDICATED CLAIMS TEAM

IPRF member Claims Teams consist of : Three (3) Adjusters, a Medical Only Adjuster, a Supervisor and a Claims Assistant.

CLAIMS REPORTING SYSTEM

Our claims reporting system includes a First Notice of Loss 800 number that is available 24/7/365. This service will feed data directly into the IPRF claim system. Next step instructions are provided to the member at the close of each call.

IPRF CLAIM PORTAL (iCE) and CLAIMVIEW

As an employer, you want to know the status of a claim. Through the IPRF Claim Portal employers can report claims, view claim status, claim notes and download OSHA reports all in real-time. Conversely, there is also a mobile friendly portal, CLAIMVIEW, for injured workers in which they can view lost time payments, upload documents via photo and communicate with their adjuster.

IPRF HEALTH NAVIGATOR

When an injured worker's claim is reported, IPRF generates and emails a Health Navigator that gives the employee all the details they need regarding medical providers, pharmacy information and the One Call Care system. One Call Care is your one-stop shop for the scheduling of additional appointments including home health, physical therapy, diagnostic services and more.

ADDITIONAL BENEFITS

In-House Nurse

Available to discuss medical issues with members and assist adjusters

PPO/Managed Care Services

Over 10,000 physicians and facilities throughout Illinois

NPS First Fill Scripts

Avoid out-of-pocket costs using First Fill for all work-related injury prescriptions

Aggressive Subrogation

Includes member out-of-pocket expenses

Attorney Selection

IPRF members can select their own defense counsel subject to IPRF's litigation management process and approval

7851 W. 185th Street Tinley Park, IL 60477 Phone: (708) 429-6300
(800) 289-IPRF Fax: (708) 429-6488 www.iprf.com





\$5 MILLION DOLLARS!






IPRF understands the importance of safety equipment and products in reducing workplace injuries. We have \$5 MILLION dollars available to our members to assist in purchasing safety products that will help them reduce loss. Simply review our list of over 100 safety products and submit a grant request. The grant submission process will officially open January 4, 2024.

IPRF also offers a Grant Plus program. This program is a partnership between IPRF and Lexipol that provides IPRF members with some amazing benefits including:



- Reimbursement of 25%, through the Grant Plus Program, up to their allotted grant amount
- 10% discount on Lexipol's policy manual
- 10% discount on Professional Services

NEW OFFERINGS FROM LEXIPOL INCLUDE:

- 15% discount online learning programs:
 - PoliceOne Academy 
 - FireRescue1 Academy 
 - EMS1 Academy 
 - Corrections1 Academy 
 - LocalGovU LocalGov 
- 5% discount on Cordico Wellness Solution excluding Cordico Launch
- 10% discount on Grant Finder and Grant Services annual subscription



Find out even more about these amazing programs!

www.iprf.com

(800) 289-IPRF (4773)



If you have any questions regarding the IPRF Grant Program or the IPRF/LEXIPOL Grant Plus Program, please contact:
Melissa Buss, Grant Administrator

ILLINOIS PUBLIC RISK FUND

Accomplishments...

- ✓ Telemedicine
- ✓ 24/7/365 Claim reporting.
- ✓ In house nurse case management.
- ✓ Dedicated claims team.
- ✓ Prescription drug programs.
- ✓ Aggressive subrogation program which will include members out of pocket expenses.
- ✓ Loss Control training and support that includes an extensive library of online training courses, simulator training and sample safety guides.
- ✓ IPRF members can select their own defense counsel subject to IPRF's litigation management process and approval.
- ✓ Last, and most important, we work with local independent agents who we feel provide the on-site services our members deserve.

These features along with too many others to list, reflect our efforts to the Best Workers' Compensation Source for Illinois Public Entities.

MEASURE US AGAINST THE REST...

Dividends/Grants

- ✓ Since 1985, IPRF has given back millions of dollars in dividends/grants to our governmental entity and public agency members.

Reinsurance

- ✓ \$3,000,000 Employer Liability
- ✓ Primary Reinsurer = "A+" Best's Rating

Additional Coverages

- ✓ Volunteers included
- ✓ Broad Form All States Coverage
- ✓ USL&H
- ✓ Maritime
- ✓ Approved Physical Fitness and Training Programs

Financial Stability

- ✓ Annual Audited Financial Statements
- ✓ G.A.S.B. 10 Standards

Assessment Provision

- ✓ Capped at 10% maximum of members annual premium (3 year minimum/maximum – State Regulated)

2023 - 2024 Financial Stability Rating®



ILLINOIS PUBLIC RISK FUND

Cost Control Through Cooperation since 1985

AAA
Unsurpassed
"Demotech's Highest Rating"

Analysis Prepared By:



Illinois Public Risk Fund is an intergovernmental joint insurance pool providing for the defense and payment when due to all compensation and other benefits under the Illinois Workers' Compensation Act and the Illinois Workers' Occupational Diseases Act on behalf of governmental entity and public agency members.

To assure professional day to day administration, the IPRF Board of Trustees have contracted with CCMSI for claims administration and loss control services.

IPRF'S PURPOSE:

- Deliver consistent, high quality service and performance to our governmental entity and public agency members.
- Focus greater attention on the iteration of risk management with incident management at all levels including strategic, technical and planning responsibilities.
- Utilize available technology wherever possible to produce higher levels of health and safety.
- Enhance the personal and organizational accountability for health and safety throughout the organization.

Financial Stability Rating®

Based upon Demotech's review of the Illinois Public Risk Fund's audited financial statements, actuarial reports and related financial information and discussions with representatives of the Illinois Public Risk Fund, we are able to assign a Financial Stability Rating® of:

**AAA
Unsurpassed**

RATING CATEGORIES	
AAA	Unsurpassed
AA+	Exceptional
AA	Exceptional
A+	Above Average
A	Above Average
BBB+	Average
BBB	Average
BB+	Acceptable
BB	Acceptable
B	Fair
C	Below Average
D	Likely to Default



Demotech, Inc.

2715 Tuller Parkway Dublin, Ohio 43017-2310
Tel: 614 761-8602 800 354-7207 Fax: 614 761-0906
www.demotech.com

FINANCIAL DATA

Illinois Public Risk Fund Balance Sheets
December 31, 2022 and 2021

ASSETS		
	2022	2021
CASH AND CASH EQUIVALENTS	\$48,383,505	\$57,331,758
Cash on Deposit	522,019	475,995
RECEIVABLES		
Premiums, less allowance for doubtful accounts of \$0 in 2022 and 2021	2,006,471	313,748
Producer Commissions/Agent Fees	-	96,664
Deductible Recoverables from Members	12,772,455	7,330,749
Reinsurance recoverables on paid losses	248,932	207,363
Interest	561,967	475,716
Net Premiums Due from Members	-	-
PREPAID EXPENSES	-	-
INVESTMENTS	125,552,776	137,507,669
CAPITAL ASSETS		
Office furniture and equipment less accumulated depreciation of \$189,202 and \$183,598 at December 31, 2022 and 2021, respectively	3,272	8,877
TOTAL ASSETS	190,056,416	203,748,539
LIABILITIES		
Accounts Payable	412,795	-
Net Premiums Due to Members	-	200,000
Accrued Expenses	132,194	265,509
Advance Premiums Received	8,917,931	8,658,345
Unpaid Losses and Loss Adjustment Expenses	120,994,758	118,555,837
TOTAL LIABILITIES	130,457,678	127,679,691
NET EQUITY	59,598,738	76,068,848



**ILLINOIS PUBLIC RISK FUND
GRANT PROGRAM**

WARRENVILLE FIRE PROTECTION DISTRICT

the Illinois Public Risk Fund has reserved

\$20,171

Congratulations!

Your organization has qualified for a Preferred Loss Ratio Grant of \$11,435 which is included in the above amount.

Please visit www.iprf.com
for additional information and to complete the Grant Application.

Grant deadline is December 1, 2024.

(subject to the program terms and conditions.)

PEDA SUPPLEMENT COVERAGE NOW AVAILABLE!

How can Illinois Public Risk Fund (IPRF) help you?

Effective January 1, 2023, Illinois Public Risk Fund now provides our brokers with the opportunity to add an affordable PEDA (Public Employee Disability Act) Supplement Coverage to their current IPRF members.

What is PEDA?

The Illinois Public Employee Disability Act (PEDA) is a law providing financial protection for qualifying first responders who suffer the misfortune of being injured in the line of duty and are unable to return to work.

The employer is required to pay the disabled employee on the same basis as they were paid before the injury.

PEDA SUPPLEMENT COVERAGE

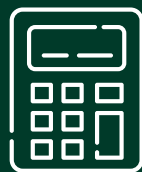
- For **FULL-TIME** first responders injured in the line of duty.
- Zero-day elimination.
- Benefits available for up to 52 weeks.
- 100% replacement when combined with IPRF benefit.
- Partial disability included
- Coverage for groups down to two lives.
- Easy application process, direct billing, and dedicated KCL account representative.



WHAT DOES THIS MEAN FOR YOU?



PEDA Claims have no effect on the Client Experience Mod!



Rate Prospects In House With A Simple Calculation



KCL Dedicated Claims/Service Team



More Lines of Coverage Means Greater Satisfaction and Retention

For more information, please contact our office at (800) 289-4773



Warrenville FPD

**PEDA Supplement Coverage
Quote Estimate**

Please include full-time annual payroll for the eligible classes.

7705 – Ambulance	\$ 0
7710 – Firefighters	\$ 2,209,840
7720 – Policemen	\$ 0
Approximate monthly premium:	\$ 1,401.04

This quotation is for illustrative purposes only. Please refer to the attached flyer for more information on the benefits provided.

If coverage is desired, please have the member complete the following information for a formal quotation:

- Kansas City application
- Census enrollment
- W-2 Election form



KANSAS CITY LIFE

GROUP BENEFITS

Application for Group Insurance

Kansas City Life Insurance Company
3520 Broadway, Kansas City, MO 64111
877-266-6767

Legal Name of Applicant (Policyholder)	Federal Tax ID No.
---	---------------------------

Nature of Business	Standard Industrial Classification (SIC)	Type of Business
		<input type="checkbox"/> Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> LLC <input type="checkbox"/> Other

Street Address, City, State, Zip

Name of Subsidiaries, Divisions, or Affiliates to be Covered

Name and Title of Plan Administrator (Corporate Officer)	Phone No.	E-mail	Fax
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Name and Title of Correspondent (Routine Accounting Matters)	Phone No.	E-mail	Fax
---	------------------	---------------	------------

Billing Address(es) - If Different From Street Address

Proposed Effective Date of Insurance	Advance Payment of \$ _____ is submitted with this application to be applied by the Company on premiums for insurance when and if issued.
---	---

If the insurance applied for replaces, or is in addition to, any similar group or wholesale insurance now or previously in force, provide:

Carrier Name	Type of Coverage	Date to be Discontinued
---------------------	-------------------------	--------------------------------

This application must be accompanied by a copy of the inforce carrier policy or certificate with benefit schedule. If Dental, also include a current month's Dental billing from current carrier.

Coverage Applied For (Check all that apply.)

- | | | |
|---|---|---|
| <input type="checkbox"/> Basic Term Life Insurance | <input type="checkbox"/> Short-Term Disability (STD) | <input type="checkbox"/> Accident Insurance |
| <input type="checkbox"/> Accidental Death & Dismemberment | <input type="checkbox"/> Long-Term Disability (LTD) | <input type="checkbox"/> On the Job and Off the Job Accident |
| <input type="checkbox"/> Dependent Life Benefit | <input type="checkbox"/> Dental Insurance | <input type="checkbox"/> Off the Job Accident only |
| | <input type="checkbox"/> Vision Insurance | <input type="checkbox"/> Spouse and Child(ren) Coverage |
| <input type="checkbox"/> Voluntary Term Life Insurance | <input type="checkbox"/> Critical Illness Insurance | <input type="checkbox"/> Wellness Benefit |
| <input type="checkbox"/> Accidental Death & Dismemberment | <input type="checkbox"/> Wellness Benefit | <input type="checkbox"/> Hospital Confinement due to Sickness |
| <input type="checkbox"/> Spouse and Children Life Benefit | <input type="checkbox"/> HSA-Compatible (Critical Illness Procedures not included in plan.) | |

Schedule of Benefits

Please attach a copy of the proposal(s) of benefits sold. Only complete the following if benefits applied for are different from those proposed.

Additional Options to be included:

For Accident Insurance Plans: Low Plan Medium Plan High Plan Other

Annual Enrollment period: Month/Day ____/____ to ____/____

Premium

What percentage does the employer contribute towards the premium?

% Basic Term Life % Dependent Life % Voluntary Term Life
 % **Short-Term Disability (STD)** STD Gross-Up Plan % Long-Term Disability (LTD) LTD Gross-Up Plan

(For Voluntary/Contributory STD and LTD only, is the employee paid portion of premium pre-tax basis or post-tax basis?)

Dental Insurance % Employee % Dependents Vision Insurance % Employee % Dependents

Accident Insurance % Employee % Dependents Critical Illness Insurance % Employee % Dependents

(For Voluntary/Contributory Accident and Critical Illness only, is the employee paid portion of premium pre-tax basis or post-tax basis?)

Eligibility

Eligible Classes:

Basic Term Life Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Voluntary Term Life Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Short-Term Disability (STD) <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Long-Term Disability (LTD) <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>
Dental Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Vision Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Accident Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>	Critical Illness Insurance <input type="checkbox"/> All Full-Time Employees working <input type="text"/> hours/week <input type="checkbox"/> Other <input type="text"/>

Probationary Waiting Period:

Basic Term Life <input type="text"/> days/months	Voluntary Term Life <input type="text"/> days/months	Short-Term Disability (STD) <input type="text"/> days/months	Long-Term Disability (LTD) <input type="text"/> days/months
Dental <input type="text"/> days/months	Vision <input type="text"/> days/months	Accident <input type="text"/> days/months	Critical Illness <input type="text"/> days/months

If Probationary Waiting Period differs by class, specify here: _____

Does this apply to current employees hired on or before the effective date? If no, all currently enrolled employees will be covered on the policy effective date regardless of employment date. Yes No

Coverage to be effective the first of the month following completion of probationary waiting period? Yes No

Number of eligible and enrolled individuals:

Basic Life/Dependent Life # eligible <input type="text"/> / <input type="text"/> # enrolled <input type="text"/> / <input type="text"/>	Voluntary Life # eligible <input type="text"/> # enrolled <input type="text"/>	Short-Term Disability # eligible <input type="text"/> # enrolled <input type="text"/>	Long-Term Disability # eligible <input type="text"/> # enrolled <input type="text"/>
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Number of eligible and enrolled individuals (continued):

Dental	Vision	Accident	Critical Illness
# eligible _____	# eligible _____	# eligible _____	# eligible _____
# enrolled _____	# enrolled _____	# enrolled _____	# enrolled _____
Are any individuals currently disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide:			
<u>Full Name</u>	<u>Diagnosis/Prognosis</u>	<u>Estimated Return to Work Date</u>	
Are any former employees and/or dependents currently on continuation coverage provided by the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1985? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list names of the enrollees, qualifying event, and date of event.			
<u>Full Name</u>	<u>Qualifying Event</u>	<u>Date of Event</u>	<u>COBRA End Date</u>

Dental / Vision Verification of Eligibility and Enrollment

Participation requirements are a condition of coverage. These requirements may vary depending upon the plan selected. Statements may be used to contest a claim or the validity of the policy only if they are contained in the application. See the policy for further information. Please complete the following section to verify eligibility and enrollment.

	<u>Dental Insurance</u>	<u>Vision Insurance</u>
1. Total number of employees on the payroll.	_____	_____
2. Total number of part-time employees including temporary or seasonal employees. (Employees working less than your group's definition of full-time; minimum of 30 hours per week.)	_____	_____
3. Total number of employees who have not completed the probationary waiting period.	_____	_____
4. Number of full-time employees (subtract #2 and #3 from #1).	_____	_____
If the employer pays 100% of the employee's cost, skip to number 8 below.		
5. Are there other dental plans to be offered concurrently with your Kansas City Life group dental plan? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, how many employees are enrolled in your other dental plans?	_____	Not applicable
6. Total number of employees who have waived because they are covered by their spouse's plan.	_____	Not applicable
7. Number of eligible employees (subtract #5 and #6 from #4). If #5 and #6 combined are more than 50% of #4, underwriting review is required.	_____	(same as #4)
8. Number of enrolled employees.	_____	_____
9. Number of COBRA participants.	_____	_____

For Dental Insurance, this application must be accompanied by a copy of an inforce certificate and benefit schedule, a current month's billing from the current carrier, as well as proof of the effective date for each employee (and dependents, if insured).

**KANSAS CITY LIFE GROUP BENEFITS
 CENSUS ENROLLMENT FOR
 PEDDA - GROUP NAME HERE**



KANSAS CITY LIFE

GROUP BENEFITS

Last Name	First Name	Email Address	Date of Hire	Date of Birth	Salary	Occupation	# Hours/week	SSN	M/F	STD
Example: Doe	John	John.Doe@abccompany.com	3/18/1980	01/0/1967	40000.00	Accountant	40.00	111-22-3333	M	Yes



Dear Employer:

One of the policyholder services that Kansas City Life proudly offers is the option to prepare, at no cost to you, W-2 forms for sick pay benefits that we pay to your employees. W-2 forms are required for employees whose disability benefits are taxable and nontaxable.

To determine if benefits are taxable, the Internal Revenue Service uses the following rules:

- If the employer pays the entire premium for Disability Insurance, the benefits paid to the employees are taxable.
- If the employees pay all of the cost of the coverage, the benefits are nontaxable. Nontaxable disability benefits are reported on the W-2 form as nontaxable.
- If the employer and employee share the cost of Disability Insurance, the portion of the benefit that matches the percent of the employer's contribution is taxable. The remainder is nontaxable.
- Employee contributions made on a pre-tax basis (such as through a Section 125 or cafeteria plan) are considered employer paid dollars for tax purposes.

Please contact your payroll/personnel department and determine who will produce your Disability W-2 forms. If your company uses an external payroll vendor, please contact the vendor to determine if Kansas City Life should produce your W-2 forms for third party sick pay. Complete the information below and mail or fax to:

Kansas City Life, Attn: Bill Feeney, One Riverfront Plaza, Westbrook, ME 04092-9700

Fax: 207-591-3248.

If you do not return this form we will assume the responsibility of the W-2 preparation will be handled by the employer.

W-2 ELECTION

- Yes, I would like Kansas City Life to prepare W-2 forms for employees who receive Disability benefits. This election will remain in effect until amended or canceled in writing.
- No, I do not want Kansas City Life to prepare W-2 forms. This election will remain in effect until amended or canceled in writing.

Employer Name

Group Number

Street Address, City, State and Zip

Coverage (Circle one): Short Term Disability Long Term Disability

Print Name

Signature

Date

If you or your vendor are preparing your W-2 forms, Kansas City Life will send you, by January 15, an annual report of benefits paid for the prior year. You should use this report to prepare your W-2 forms indicating the portion of the benefits which are taxable and non-taxable.

When Kansas City Life prepares your W-2 forms, Kansas City Life or its Third party vendor is responsible for all government reporting that is necessary relative to W-2 forms for disability benefits paid by Kansas City Life. Kansas City Life will maintain the necessary records so that Kansas City Life can answer any questions from you, your disabled employees or governmental agencies concerning these W-2 forms.

PLEASE NOTE:

- A separate election must be authorized for each unique group policy.
- If you make employer-matching FICA contributions and Kansas City Life prepares your W-2 forms, we highly recommend that you prepare and submit a "Third-Party Sick Pay Recap" W2 and W3 form. These recap forms are needed to reconcile the sick pay shown on your Form 941.
- If you request that Kansas City Life prepare your W-2 forms for third party sick pay benefits paid to your employees, you agree that such forms will be prepared using Kansas City Life's name and employer identification number or its Third party vendor.
- This election will remain in effect until amended or canceled in writing.

If you have any questions, please feel free to contact Bill Feeney at 207-591-3282.

Thank you for your business.

Sincerely,

Kansas City Life