

WARRENVILLE FIRE PROTECTION DISTRICT  
AGENDA FOR TRUSTEE BOARD MEETING

June 18, 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 05/15/2024
- b) Financial Reports
- c) Approval of Bills
- d) Other Finance
- e) Closed Session
  - 1. Personnel
  - 2. 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

**8. UNFINISHED BUSINESS**

- a) Discussion and possible action on capital cost reimbursement
- b) Status update on WFPD strategic plan project

**9. NEW BUSINESS**

- a) Receive Fire Commission Annual Report
- b) Discussion and possible action on Fire District Trustee appointment

**10. ADJOURN**

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

**Minutes of Trustee Meeting  
May 15, 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, Secretary Jeff Carstens, Fire Chief Andy Dina, Assistant Chief Joe Levy, Financial Analyst Amber Nadeau, and Administrative Assistant Jenna Reavy. Absent was Trustee Al Thompson. Former Trustee Joe Rogers resigned prior to this meeting.

Guests were Fire Marshal Carl Voda (left at 1814 hours, returned at 1854 hours), Captain Jeff Fiene (left at 1814 hours), Captain Nic Tosto (left at 1814 hours), Lieutenant Mike Vaughn (left at 1814 hours), FF/PM Dave Koelper (left at 1814 hours), FF/PM Kevin Sheahan (left at 1814 hours), FF/EMT Drew Miller (left at 1814 hours), FF/PM Alec Stump (arrived at 1711 hours, left at 1758 hours), Brian LeFevre from Sikich (left at 1724 hours), and Mike Karl (left at 1814 hours, returned at 1854 hours).

**APPROVAL OF AGENDA**

A motion was made by Trustee Carstens, seconded by Trustee Pertell, to approve the agenda with the following items moved to after public comments: Sikich presentation, budget hearing at 1715 hours, discussion for union grievance, and discussion for Trustee Secretary position.

3 AYES      1 ABSENT      MOTION CARRIED

**PUBLIC COMMENTS**

None.

**FINANCIAL REPORTS**

Brian LeFevre from Sikich presented the fiscal year end reports for 04/30/2024. He reviewed a few financial reports including the Summary of Cash, Revenue and Expenses Compared to Budget, and Fund Balance Analysis.

Mr. LeFevre said the revenues received were over \$340,000 higher than expected. For expenses, personal services were about \$570,000 less than budgeted, contractual services were about \$28,000 less than budgeted, and commodities were about \$40,000 less than budgeted. Including the \$2,150,000 transfer that was approved last month, the overall net revenue over expenses was over \$1 million.

Mr. LeFevre noted personal services were underspent mostly in salaries and health insurance, which Chief Dina concurred is due to staffing shortages. Mr. LeFevre added that he is not concerned about individual budget line items, but rather the overall categories. He said that the District is in line with other fire agencies, but some are able to be more consistent on putting more towards their Capital Fund. He said the actuals for this fiscal year as well as the proposed budget for next fiscal year show that the finances are being managed well.

**PUBLIC HEARING FOR ORDINANCE 24-01, BUDGET AND APPROPRIATION FY24-25**

At 1715 hours, a motion was made by Trustee Pertell, seconded by Trustee Carstens, to start the public hearing for Ordinance 24-01, BUDGET AND APPROPRIATION FOR FY24-25.

3 AYES      1 ABSENT      MOTION CARRIED

President Perkins said the public can ask questions or make comments about the budget during this hearing. The public hearing notice was published in the Daily Herald newspaper and the budget was available for inspection for 30 days. The packet includes the proposed budget for FY24-25. Chief Dina commented that there was a lot of hard work that went into creating the budget and the numbers are straightforward. President Perkins commented that the forecasting done to create the budget seems to be going well since the actual expenses for the fiscal year end were almost 100% of the budgeted amounts. There were no comments from the public.

At 1717 hours, a motion was made by Trustee Pertell, seconded by Trustee Carstens, to end the public hearing for Ordinance 24-01, BUDGET AND APPROPRIATION FOR FY24-25.

3 AYES      1 ABSENT      MOTION CARRIED

**FINANCIAL REPORTS**

Mr. LeFevre from Sikich continued his presentation. The District has a Fund Balance policy to maintain 10%-40% of annual budgeted expenditures in the corporate fund balance. Mr. LeFevre reviewed the Fund Balance Analysis report that shows the District is estimated to have a 39.90% fund balance as of the end of April 2025.

Mr. LeFevre said the audit work has started for the fiscal year that just ended. The goal for audit completion is the Trustee meeting in August. Financial Analyst Nadeau commented that this will be the District's first year filing for the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting award. The audit report will include additional reports as well as a transmittal letter and statistical section.

**PERSONNEL**

There was a discussion about a Step 3 grievance from the Union regarding the new stretching policy. President Perkins explained that the conversation in open session will be between the Board of Trustees and the Union Executive Board. The Board of Trustees will have a follow-up conversation in closed session and will provide a letter to the Union within ten business days with the determination.

The Union explained the District did not originally provide a 10-day review period for the stretching policy. Once that was grieved, the District re-issued the policy with a 10-day review period. The Union grieved the policy stating a change to working conditions which gives the Union the right to bargain it with the District, but they were denied.

The Union provided recommended changes to the policy. The Union said the policy requires stretching multiple times a day with pre-shift and pre-training stretching, which limits the Shift Commander’s scope to carry out the daily schedule. President Perkins noted that the current union contract states stretching is to be done during the morning meeting. The Union asked for a face-to-face meeting to bargain the policy before putting it into effect. The Board of Trustees will discuss the matter in closed session and provide a letter to the Union within ten business days with the determination.

**TRUSTEES**

A motion was made by President Perkins, seconded by Trustee Pertell, to nominate Jeff Carstens for interim Trustee Secretary.

3 AYES      1 ABSENT      MOTION CARRIED

**APPROVAL OF MINUTES**

A motion was made by Trustee Pertell, seconded by Trustee Carstens, to approve the regular minutes of the regular meeting on April 17, 2024 and special meeting on May 1, 2024.

3 AYES      1 ABSENT      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 \$6,015,635.48 and an ending cash balance of \$5,670,112.23 as recorded in the April 2024 financial reports.

Chief Dina noted the April ambulance revenues were \$70,370.64. He commented that the fees paid directly to Paramedic Billing Services (PBS) did not cover the monthly commission the District owed, so there was a check issued to PBS. This doesn’t normally happen, but Chief Dina predicts this will happen more in the future due to the collection process. The Fire Recovery revenue was negative \$14,387.64. This was due to a hazmat incident that involved surrounding agencies. The District billed and collected all of the fees. The revenue was passed on respectively to the partner agencies. The Fire Bureau revenue was \$4,992.18.

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

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

**APPROVAL OF BILLS**

Chief Dina said he is working on scheduling the GIS consulting that was approved at a previous Trustee meeting.

Chief Dina said the cardiac monitors are on a replacement schedule in the Capital Plan. This request is for the next cardiac monitor that is due to be replaced this year. After this one, there is a three-year gap before the next one needs to be replaced. The \$52,000 quote includes the service and warranty plan. The purchase is budgeted to come out of the Capital Fund.

A motion was made by Trustee Pertell, seconded by Trustee Carstens, to approve the purchase of a cardiac monitor from Zoll Medical not to exceed \$52,000.

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

Chief Dina said the District currently owns two stair chairs, which have tracks that use friction and can only go down a flight of stairs. The quotes are to replace both stair chairs with motorized models that can go up and down a flight of stairs. This is especially useful when trying to get a medical patient out of a basement. It will also help reduce injuries. Chief Dina noted that one stair chair would get purchased using the EMS budget and the other one would get purchased with the \$20,000 IPRF grant. There was a discussion about selling the old stair chairs separately to get more money for them rather than doing a trade-in with the vendor. There was also a discussion about possibly keeping one or both of the old stair chairs as backup if their resale value was low.

A motion was made by President Perkins, seconded by Trustee Carstens, to approve the purchase of two stair chairs without the vendor trade-in credit not to exceed \$33,500 total.

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

Chief Dina said there was an RFP for HR services. He contacted two companies directly to let them know about the RFP. There were two notices put in the newspaper about the RFP. There was only one bid received for the bid opening. It is from a company called Humani HR. Chief Dina said the District budgeted \$20,000. The bid was just under that amount. Chief Dina also noted that the company is located in Tennessee and all work would be done remotely.

A motion was made by President Perkins, seconded by Trustee Carstens, to approve the bid from Humani HR for HR Services not to exceed \$20,000.

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

**OTHER FINANCE**

A motion was made by Trustee Carstens, seconded by Trustee Pertell, to approve Ordinance 24-01, BUDGET AND APPROPRIATION FOR FY24-25.

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

**CLOSED SESSION**

At 1814 hours, a motion was made by Trustee Pertell, seconded by Trustee Carstens, to go into closed session to discuss personnel matters and collective negotiating matters in accordance with 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(2).

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

Guests left during the closed session.  
Closed session ended at 1851 hours.

After a brief recess, the meeting resumed at 1854 hours.

**APPROVAL OF MINUTES**

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

3 AYES      1 ABSENT      MOTION CARRIED

**FIRE CHIEF'S REPORT**

Chief Dina reported there were 151 calls for service in the month of April 2024, which included 93 EMS calls and 58 fire and rescue calls.

Chief Dina reported there was one significant incident in Warrenville for April, which was a structure fire that started as an oven fire.

The District hosted FF/PM candidate testing. Out of the twelve eligible applications, there were six that showed up to take the test, and three passed the test.

The District provided a letter of support to Northwestern Medicine in support of the purchase of a new Mobile Stroke Unit. The current unit is seven year sold.

Administrative Assistant Jenna Reavy attended the Illinois Fire Service Administrative Professionals (IFSAP) conference in Galena, IL.

Chief Dina attended the Congressional Fire Services Institute Symposium in Washington, DC with a delegation of Chiefs from Illinois to network with Chief Officers from across the country and advocate for positive change in the fire service.

The District opened sealed bids for HR services. One bid was received and the information was shared with the Board of Trustees for their approval.

Personnel attended a demonstration of the new FLAIM virtual fire training system.

Crews provided station coverage (ambulance) for the Aurora Fire Department while they attended funeral services for one of their members.

Chiefs and Administrative Professional Nadeau and Reavy attended the Metropolitan Fire Chiefs Administrative Professionals luncheon at Medinah Shriners Center.

Personnel dropped off gifts from the District at DU-COMM for the dispatchers during National Public Safety Telecommunicators Week.

#### **TRUSTEES**

Trustee Carstens requested to have the Apparatus Report include an out of service time chart. Assistant Chief Levy said he will work on this.

#### **FIREFIGHTERS' APPRECIATION**

None.

#### **ATTORNEY**

None.

#### **LOGISTICS**

Assistant Chief Levy presented the Logistics Report.

#### **TRAINING**

Assistant Chief Levy presented the Training Report. April had 860 training hours.

#### **EMS**

Assistant Chief Levy presented the EMS Report.

#### **APPARATUS**

Assistant Chief Levy presented the Apparatus Report.

#### **FIRE BUREAU**

Fire Marshal Voda presented the Fire Bureau Report. Part-time Fire Inspector Mike Landers resigned in April due to family matters. Part-time fire inspector, Kevin O'Hare, started in April.

**PERSONNEL**

There was no further discussion regarding the union grievance.

**UNFINISHED BUSINESS**

Chief Dina continues to work with the City of Warrenville for the capital cost reimbursement. Chief Dina is working on scheduling a meeting with the City and attorneys to discuss the plan.

Chief Dina provided an update on the District’s strategic plan project. The vendor is having trouble posting the public-facing plan. Chief Dina will notify the internal and external stakeholders when it is available. President Perkins asked what was gained by going through the process to create a strategic plan. Chief Dina said it collected everyone’s input and built a roadmap for the District to follow going forward.

**NEW BUSINESS**

President Perkins said the term for Fire Commissioner, Tim Gornik, is coming to an end. The position is appointed by the Board of Trustees.

A motion was made by President Perkins, seconded by Trustee Carstens, to appoint Tim Gornik for another term to the Board of Fire Commissioners.

3 AYES      1 ABSENT      MOTION CARRIED

President Perkins said the term for Pension Board member, Terese Krafcheck, is coming to an end. This appointment is chosen solely by the Trustee Board President and is not something that needs approval from the Board of Trustees. President Perkins informed the Board of Trustees that she re-appointed Terese Krafcheck to the Pension Board.

There was discussion about the process for the appointment for the Fire District Trustee position. There is a notice being put in the Hometown Happenings newsletter. President Perkins requested to have the information posted on the District’s website and Facebook page. Chief Dina suggested sending an email to all District personnel and retirees, which the Board of Trustees agreed was a good idea. The deadline for candidates to submit applications is June 10th. The term will be now through May 2025. President Perkins and Trustee Carstens will do the interviews, which can start at any time. They will make a recommendation to the Board for approval. The District has sixty days to fill the position, so the deadline is July 1st.

Chief Dina said the City of Warrenville’s Batavia Road resurfacing project is underway soon. It is being completed using TIF funds. Since the fire station is partially in the TIF district, the cost to replace the front apron would be partially paid for by the City of Warrenville. The District has the apron replacement scheduled in the Capital Plan for this fiscal year. The District would be responsible for \$40,275.00. Approval is required through an intergovernmental agreement (IGA) between to the two parties.



A motion was made by Trustee Carstens, seconded by Trustee Pertell, to approve the IGA with the City of Warrentonville for the Batavia Road Resurfacing Project.

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

**ADJOURNMENT**

At 1926 hours, a motion was made by Trustee Carstens, seconded by Trustee Pertell, to adjourn the meeting.

3 AYES      1 ABSENT      MOTION CARRIED

Present at the end of the meeting were President Kate Perkins, Treasurer Denise Pertell, Secretary Jeff Carstens, Fire Chief Andy Dina, 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 and Mike Karl.

The meeting adjourned at 1926 hours.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

**Warrenville Fire Protection District**  
**Cash Activity**  
**May 2024**

Beginning Cash Balance		5,670,112.23
Revenues:		
Receipts from the Monthly Receipts report	505,850.06	
PAYA Write Off	-	
Interest Income IL Funds account	2,189.07	
Interest Income 5/3 Money Market account	11,548.39	
Foreign Fire Revenues	-	
Total Revenues		519,587.52
Expenses:		
Vendor checks from the Check Register report	(50,807.31)	
Payroll disbursements and fees from the Precision payroll reports	(190,650.54)	
Auto Disbursements	(35,140.13)	
Foreign Fire Disbursements	-	
Foreign Fire Disbursements Paid on 5/3 Credit Card and reimbursed to District	-	
Bank fee 5/3 Checking Account	-	
Bank fee Hinsdale Lockbox Account	-	
Bank fee Money Market	-	
Credit Card Processing Fee	(84.18)	
Ambulance Billing Fee	-	
Total Expenses		<u>(276,682.16)</u>
Ending Cash Balance		<u><u>5,913,017.59</u></u>
Bank Account Balances at month end:		
* Fifth-Third Checking		637,828.01
Fifth-Third Money Market (2.99%)		4,732,134.10
The Illinois Funds Investments (4.64%)		477,573.13
Fifth-Third Lockbox Checking		-
Hinsdale Bank and Trust Co Lockbox		822.08
Fifth Third Foreign Fire Tax		64,660.27
		<u><u>5,913,017.59</u></u>

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

Warrenville Fire Protection District  
 Summary of Cash  
 May 31, 2024

ASSETS

Corporate Fund

Fifth-Third Checking Pooled	\$	42,130.94	
Hinsdale Lockbox Checking		822.08	
The Illinois Funds Investments		477,573.13	
Fifth-Third Money Market		1,593,478.82	
Total Corporate Fund			2,114,004.97

Audit Fund

Fifth-Third Checking Pooled		3,978.12	
Total Audit Fund			3,978.12

Liability Insurance Fund

Fifth-Third Checking Pooled		3,231.43	
Total Liability Insurance Fund			3,231.43

Workers Compensation Fund

Fifth-Third Checking Pooled		95,631.23	
Total Workers Compensation Fund			95,631.23

Foreign Fire Fund

Fifth-Third Foreign Fire Tax		64,660.27	
Total Foreign Fire Fund			64,660.27

Capital Projects Fund

Fifth-Third Pooled Checking		492,856.29	
Fifth-Third Money Market		3,138,655.28	
Total Capital Projects Fund			3,631,511.57

Total Cash	\$	5,913,017.59	

**Warrenville Fire Protection District**  
**Account Reconciliation**  
**As of May 31, 2024**  
**01-00-1000-00 - Fifth-Third Pooled Checking**  
**Bank Statement Date: May 31, 2024**

Filter Criteria includes: Report is printed in Detail Format.

Beginning GL Balance		526,935.29
Add: Cash Receipts		387,574.88
Less: Cash Disbursements		(85,947.44)
Add (Less) Other		(190,734.72)
Ending GL Balance		<u>637,828.01</u>
Ending Bank Balance		668,801.20
Add back deposits in transit		
Total deposits in transit		
(Less) outstanding checks		
	Feb 21, 2024 11231	(100.00)
	Apr 2, 2024 11268	(150.00)
	Apr 18, 2024 11280	(1,908.48)
	May 16, 2024 11311	(1,914.00)
	May 30, 2024 11313	(21,673.75)
	May 30, 2024 11314	(140.00)
	May 30, 2024 11315	(41.00)
	May 30, 2024 11316	(378.03)
	May 30, 2024 11317	(910.00)
	May 30, 2024 11318	(339.05)
	May 30, 2024 11319	(3,314.00)
	Jan 19, 2024 16092	(104.88)
Total outstanding checks		(30,973.19)
Add (Less) Other		
Total other		
Unreconciled difference		<u>0.00</u>
Ending GL Balance		<u><u>637,828.01</u></u>

**Warrenville Fire Protection District**  
**Monthly Receipts**  
**For the Period From May 1, 2024 to May 31, 2024**

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

<b>Date</b>	<b>Account ID</b>	<b>Transactio</b>	<b>Line Description</b>	<b>Debit Amnt</b>	<b>Credit Am</b>
5/13/24	10-00-1290-00 01-00-1000-00	300024322	Invoice: FP24-20 US Alliance Fire Protection, Inc.	525.00	525.00
5/13/24	10-00-4350-00 01-00-1000-00	56526	Fire Recovery - Corp Fire Recovery USA LLC	1,781.86	1,781.86
5/15/24	10-00-1290-00 01-00-1000-00	DIVFZKTW	Invoice: FP24-22 Interforum Development	525.00	525.00
5/23/24	10-01-6700-00 01-00-1000-00	1796	Reim for Training Class-Corp - Refund IFSAP conference for Nadeau Illinois Fire Service Admin Prof.	275.00	275.00
5/23/24	10-00-4100-00 01-00-1000-00	AC5506918	Replacement Tax-Corporate Illinois State Comptroller/Treasuer Off	11,109.00	11,109.00
5/24/24	10-00-4000-00 30-00-4000-00 40-00-4000-00 50-00-4000-00 10-00-4050-00 01-00-1000-00	05242024	Property Tax-Corporate Property Tax-Audit Property Tax-Liability Insur Property Tax-Work Comp Property Tax - Corp Emer&Rescu DuPage County Treasurer	373,359.02	307,050.15 840.17 3,231.43 17,966.73 44,270.54
5/31/24	10-00-4310-00 10-00-1031-00	05312024-1	Amb Billing Fund 10 Amb Deposits Fund 10	118,275.18	118,275.18
				<b>505,850.06</b>	<b>505,850.06</b>

**Warrenville Fire Protection District**  
**Aged Receivables**  
**As of May 31, 2024**

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

<b>Customer Bill To Contact</b>	<b>0-30</b>	<b>31-60</b>	<b>61-90</b>	<b>Over 90 days</b>	<b>Amount Due</b>
Northwestern Medicine	824.00				824.00
Ridge Construction & Plumbing				192.50	192.50
	<b>824.00</b>			<b>192.50</b>	<b>1,016.50</b>

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

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<b>Date Paid</b>	<b>Invoice Number</b>	<b>Customer Name</b>	<b>Amount Paid</b>
5/13/2024	FP24-20	US Alliance Fire Protection, Inc.	525.00
5/15/2024	FP24-22	Interforum Development	525.00
Total FMB cash received			\$ 1,050.00
Minus invoices recorded as revenue at 4/30/24			(525.00)
Total current month revenue in account 10-00-4250-20			<u>\$ 525.00</u>

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

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

<b>Payee</b>	<b>Check</b>	<b>Amount</b>	<b>Account ID</b>	<b>Account Description</b>
Illinois Public Risk Fund	11306	15,147.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Marandvic, LLC	11307	6,000.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Byers, Nelda	11309	159.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
City of Warrenville	11310	442.79	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
MABAS Division 16	11311	1,914.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Nicor Gas	11312	348.23	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Du-Comm	11313	21,673.75	10-00-2000-00 10-00-2000-00 01-00-1000-00	Accounts Payable Accounts Payable Fifth-Third Pooled Checking
Electrical Solutions Service	11314	140.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Gloodt, Zachary	11315	41.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Konica Minolta Premier Fina	11316	378.03	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Lauterbach & Amen, LLP	11317	910.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
PROMOS 911	11318	339.05	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Sikich, LLP - Accounting	11319	3,314.00	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
<b>Total</b>		<b>50,807.31</b>		



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

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

<b>Payee</b>	<b>Check</b>	<b>Amount</b>	<b>Account ID</b>	<b>Account Description</b>
Aflac	702	749.46	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	703	31,125.22	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Blue Cross Blue Shield of Ill	704	714.41	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
Guardian Dental Plan	705	1,243.02	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
IMRF - IL Municipal Retirem	706	1,308.02	10-00-2000-00 01-00-1000-00	Accounts Payable Fifth-Third Pooled Checking
	<b>Total</b>	<b>35,140.13</b>		

**Warrenville Fire Protection District**  
**Purchase Journal**  
**For the Period From May 1, 2024 to May 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
Aflac	5/1/24	10-00-2160-00	Insurance - Aflac Payable	Accident insurance for April	749.46	
Aflac	5/1/24	10-00-2000-00	Accounts Payable	Aflac		749.46
Blue Cross Blue Shield of Illinois	5/1/24	10-01-5200-00	Insurance-Health	Health insurance for May	31,125.22	
Blue Cross Blue Shield of Illinois	5/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		31,125.22
Blue Cross Blue Shield of Illinois	5/1/24	10-01-5200-05	Insurance-Vision	Vision insurance for May	231.69	
Blue Cross Blue Shield of Illinois	5/1/24	10-01-5200-20	Insurance-Life	Life insurance for May	482.72	
Blue Cross Blue Shield of Illinois	5/1/24	10-00-2000-00	Accounts Payable	Blue Cross Blue Shield of Illinois		714.41
Byers, Nelda	5/7/24	10-01-6700-50	Training - Fire Commissioner	Reim for IFPCA conference mileage	159.46	
Byers, Nelda	5/7/24	10-00-2000-00	Accounts Payable	Byers, Nelda		159.46
City of Warrenville	5/10/24	10-01-6800-20	Utilities-Water	Water utility for 02/29-04/30	442.79	
City of Warrenville	5/10/24	10-00-2000-00	Accounts Payable	City of Warrenville		442.79
Du-Comm	5/1/24	10-01-6110-00	DuComm Dispatch	Dispatch facility lease share 05/01-07/31	862.50	
Du-Comm	5/1/24	10-00-2000-00	Accounts Payable	Du-Comm		862.50
Du-Comm	5/1/24	10-01-6110-00	DuComm Dispatch	Dispatch usage share 05/01-07/31	20,811.25	
Du-Comm	5/1/24	10-00-2000-00	Accounts Payable	Du-Comm		20,811.25
Electrical Solutions Services LLC	5/23/24	10-01-6500-00	Maintenance Buildings-Stat 1	Installed shore lines	140.00	
Electrical Solutions Services LLC	5/23/24	10-00-2000-00	Accounts Payable	Electrical Solutions Services LLC		140.00
Gloodt, Zachary	5/28/24	10-01-6700-05	Training-Certification Classes	Reim for EMS license renewal	41.00	
Gloodt, Zachary	5/28/24	10-00-2000-00	Accounts Payable	Gloodt, Zachary		41.00
Guardian Dental Plan	5/1/24	10-01-5200-10	Insurance-Dental	Dental insurance for May	1,243.02	
Guardian Dental Plan	5/1/24	10-00-2000-00	Accounts Payable	Guardian Dental Plan		1,243.02
Illinois Public Risk Fund	5/1/24	50-00-5400-00	Worker's Compensation Exp	Workers comp insurance for May	15,147.00	
Illinois Public Risk Fund	5/1/24	10-00-2000-00	Accounts Payable	Illinois Public Risk Fund		15,147.00
IMRF - IL Municipal Retirement Fund	5/1/24	10-00-2163-00	IMRF Payable - Employee	Employee pension contributions for April	543.51	
IMRF - IL Municipal Retirement Fund	5/1/24	10-01-5200-27	IMRF District Contribution	Employer pension contributions for April	764.51	
IMRF - IL Municipal Retirement Fund	5/1/24	10-00-2000-00	Accounts Payable	IMRF - IL Municipal Retirement Fund		1,308.02
Konica Minolta Premier Finance	5/19/24	10-01-7100-00	Office Supplies	Copier lease and usage for 05/12-06/12	378.03	
Konica Minolta Premier Finance	5/19/24	10-00-2000-00	Accounts Payable	Konica Minolta Premier Finance		378.03
Lauterbach & Amen, LLP	5/17/24	30-00-6005-00	Audit Fees	Annual audit OPEB report	910.00	
Lauterbach & Amen, LLP	5/17/24	10-00-2000-00	Accounts Payable	Lauterbach & Amen, LLP		910.00
MABAS Division 16	5/1/24	10-01-6010-00	Dues	Annual dues	1,914.00	
MABAS Division 16	5/1/24	10-00-2000-00	Accounts Payable	MABAS Division 16		1,914.00
Marandvic, LLC	5/8/24	10-01-6700-00	Training-Seminars/Lecture	Annual DEI training for all personnel	6,000.00	
Marandvic, LLC	5/8/24	10-00-2000-00	Accounts Payable	Marandvic, LLC		6,000.00
Nicor Gas	5/8/24	10-01-6800-10	Utilities-Gas	Gas utility for 04/05-05/07	348.23	
Nicor Gas	5/8/24	10-00-2000-00	Accounts Payable	Nicor Gas		348.23
PROMOS 911	5/23/24	10-01-6745-00	Public Education	Promotional items for Bike Rodeo event	339.05	
PROMOS 911	5/23/24	10-00-2000-00	Accounts Payable	PROMOS 911		339.05
Sikich, LLP - Accounting	5/16/24	10-01-6000-00	Accounting-Sikich	Accounting services for April	3,314.00	
Sikich, LLP - Accounting	5/16/24	10-00-2000-00	Accounts Payable	Sikich, LLP - Accounting		3,314.00
					<b>85,947.44</b>	<b>85,947.44</b>

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

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

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Name	Date	Account ID	Account Description	Line Description	Trans Amount
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Credit card payments were made on 04/01/2024, 04/30/2024, and 06/01/2024.  
As a result, there is no data to report for the month of May.

This report contains no data.

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	\$ 307,050.15	\$ 307,050.15	\$ 3,425,202.00	3,118,151.85	91.04
10-00-4010-00	Property Tax Revenue - Pension	46,926.22	46,926.22	562,053.00	515,126.78	91.65
10-00-4050-00	PropTax Rev - Emer&Rescue Fund	44,270.54	44,270.54	493,970.00	449,699.46	91.04
10-00-4100-00	State Replacement Tax Revenue	11,109.00	11,109.00	70,000.00	58,891.00	84.13
10-00-4250-20	FMB-Plan Review	525.00	525.00	20,000.00	19,475.00	97.38
10-00-4310-00	Ambulance Service Fees	118,275.18	118,275.18	1,060,000.00	941,724.82	88.84
10-00-4350-00	Fire Recovery	1,781.86	1,781.86	10,000.00	8,218.14	82.18
10-00-4500-00	Grant Revenue	0.00	0.00	21,000.00	21,000.00	100.00
10-00-4700-00	Other Income	0.00	0.00	3,000.00	3,000.00	100.00
10-00-4800-00	Interest Income	6,077.83	6,077.83	40,000.00	33,922.17	84.81
	<b>Total Revenues</b>	<b>536,015.78</b>	<b>536,015.78</b>	<b>5,705,225.00</b>	<b>5,169,209.22</b>	<b>90.60</b>
<u>Expenses</u>						
<u>Personal Services</u>						
10-01-5000-00	Payroll-Full Time Firefighters	145,337.96	145,337.96	2,200,000.00	2,054,662.04	93.39
10-01-5005-00	Payroll-Part Time Firefighters	23,326.00	23,326.00	500,000.00	476,674.00	95.33
10-01-5010-00	Payroll-Office & Staff	8,958.32	8,958.32	125,000.00	116,041.68	92.83
10-01-5015-00	Payroll-Part Time Supervisory	2,255.00	2,255.00	27,000.00	24,745.00	91.65
10-01-5020-00	Overtime	1,248.58	1,248.58	100,000.00	98,751.42	98.75
10-01-5022-00	Payroll-Special-Rate	609.45	609.45	10,000.00	9,390.55	93.91
10-01-5025-00	Payroll-Holiday Pay	0.00	0.00	59,000.00	59,000.00	100.00
10-01-5030-00	Payroll-Fireman POC	5,000.00	5,000.00	115,000.00	110,000.00	95.65
10-01-5080-00	Trustee Compensation	1,143.15	1,143.15	16,875.00	15,731.85	93.23
10-01-5090-00	Fire Commissioner Compensation	249.99	249.99	3,000.00	2,750.01	91.67
10-01-5100-00	Payroll Taxes	5,696.64	5,696.64	114,000.00	108,303.36	95.00
10-01-5200-00	Insurance-Health	28,933.62	28,933.62	365,000.00	336,066.38	92.07
10-01-5200-05	Insurance-Vision	231.69	231.69	2,800.00	2,568.31	91.73
10-01-5200-10	Insurance-Dental	1,243.02	1,243.02	13,500.00	12,256.98	90.79
10-01-5200-20	Insurance-Life	482.72	482.72	6,000.00	5,517.28	91.95
10-01-5200-25	VEBA	0.00	0.00	43,000.00	43,000.00	100.00
10-01-5200-26	457 District Contribution	0.00	0.00	1,600.00	1,600.00	100.00
10-01-5200-27	IMRF District Contribution	764.51	764.51	11,000.00	10,235.49	93.05
10-01-5300-00	Health & Wellness	0.00	0.00	33,000.00	33,000.00	100.00
10-01-5500-00	Pension Contribution	46,926.22	46,926.22	562,053.00	515,126.78	91.65
	<b>Total Personal Services</b>	<b>272,406.87</b>	<b>272,406.87</b>	<b>4,307,828.00</b>	<b>4,035,421.13</b>	<b>93.68</b>

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 31, 2024

	Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
<u>Contractual Services</u>					
10-01-6000-00 Accounting-Sikich	3,314.00	3,314.00	35,000.00	31,686.00	90.53
10-01-6000-10 Accounting-Lauterbach & Amen	0.00	0.00	1,500.00	1,500.00	100.00
10-01-6010-00 Dues	1,914.00	1,914.00	6,730.00	4,816.00	71.56
10-01-6020-00 Firefighters Appreciation Fund	0.00	0.00	12,000.00	12,000.00	100.00
10-01-6030-00 General Insurance	0.00	0.00	2,610.00	2,610.00	100.00
10-01-6040-00 Legal	0.00	0.00	33,000.00	33,000.00	100.00
10-01-6045-00 Payroll Service Fee	337.56	337.56	5,000.00	4,662.44	93.25
10-01-6060-00 GEMT 50% Payment Expense	0.00	0.00	190,000.00	190,000.00	100.00
10-01-6080-00 Other Professional Services	0.00	0.00	20,000.00	20,000.00	100.00
10-01-6110-00 DuComm Dispatch	21,673.75	21,673.75	88,095.00	66,421.25	75.40
10-01-6115-00 Ambulance Billing Fees	0.00	0.00	48,000.00	48,000.00	100.00
10-01-6120-00 Haz-Mat Equipment	0.00	0.00	5,000.00	5,000.00	100.00
10-01-6130-00 Dive/Water Rescue	0.00	0.00	11,000.00	11,000.00	100.00
10-01-6140-00 Technical Rescue Equipment	0.00	0.00	2,500.00	2,500.00	100.00
10-01-6145-00 TEMS - (SWAT)	0.00	0.00	2,000.00	2,000.00	100.00
10-01-6150-00 SCBA Maintenance and Parts	0.00	0.00	20,000.00	20,000.00	100.00
10-01-6160-00 Hose and Appliances	0.00	0.00	6,000.00	6,000.00	100.00
10-01-6170-00 GIS Maintenance	0.00	0.00	800.00	800.00	100.00
10-01-6180-00 Credit Card Processing Fees	84.18	84.18	1,000.00	915.82	91.58
10-01-6200-00 Comm/Radio Equipment	0.00	0.00	20,000.00	20,000.00	100.00
10-01-6500-00 Maintenance Buildings-Stat 1	140.00	140.00	36,000.00	35,860.00	99.61
10-01-6510-00 Maintenance-Equipment	0.00	0.00	2,000.00	2,000.00	100.00
10-01-6520-00 Maintenance-Apparatus	0.00	0.00	70,000.00	70,000.00	100.00
10-01-6530-00 Small Tools	0.00	0.00	4,000.00	4,000.00	100.00
10-01-6600-00 IT Hardware	0.00	0.00	14,000.00	14,000.00	100.00
10-01-6600-05 IT Computer Software	0.00	0.00	34,000.00	34,000.00	100.00
10-01-6600-10 IT Support Services	0.00	0.00	36,000.00	36,000.00	100.00
10-01-6700-00 Training-Seminars/Lecture	5,725.00	5,725.00	11,000.00	5,275.00	47.95
10-01-6700-05 Training-Certification Classes	41.00	41.00	40,000.00	39,959.00	99.90
10-01-6700-10 Training-Books/Manuals	0.00	0.00	2,200.00	2,200.00	100.00
10-01-6700-15 Training-Building Mat/Props	0.00	0.00	6,200.00	6,200.00	100.00
10-01-6700-20 Training-Audio Visual/Comp	0.00	0.00	3,200.00	3,200.00	100.00
10-01-6700-25 Training- Per Diem	0.00	0.00	4,500.00	4,500.00	100.00
10-01-6700-40 Training-Supplies	0.00	0.00	5,500.00	5,500.00	100.00
10-01-6700-48 Career Training	0.00	0.00	40,000.00	40,000.00	100.00
10-01-6700-50 Training - Fire Commissioners	159.46	159.46	4,800.00	4,640.54	96.68
10-01-6710-00 Fire Prevention Bureau	0.00	0.00	4,000.00	4,000.00	100.00
10-01-6730-00 Testing and Promotion	0.00	0.00	24,600.00	24,600.00	100.00
10-01-6745-00 Public Education	339.05	339.05	6,500.00	6,160.95	94.78
10-01-6750-00 Travel/Hotel Expense	0.00	0.00	6,500.00	6,500.00	100.00
10-01-6770-00 Client Relations Expense	0.00	0.00	4,500.00	4,500.00	100.00

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 31, 2024

		Current Month Actual	Year to Date Actual	Annual Budget	Remaining Balance	Percent Available
10-01-6800-00	Utilities-Electric	0.00	0.00	13,000.00	13,000.00	100.00
10-01-6800-10	Utilities-Gas	348.23	348.23	12,000.00	11,651.77	97.10
10-01-6800-20	Utilities-Water	442.79	442.79	3,000.00	2,557.21	85.24
10-01-6810-00	Telephone-Land Line	0.00	0.00	15,000.00	15,000.00	100.00
10-01-6810-10	Telephone-Cell Phones	0.00	0.00	11,500.00	11,500.00	100.00
10-01-6830-00	Alarm Expense	0.00	0.00	4,000.00	4,000.00	100.00
10-01-6840-00	Cable	0.00	0.00	750.00	750.00	100.00
		<hr/>	<hr/>	<hr/>	<hr/>	
	Total Contractual Services	34,519.02	34,519.02	928,985.00	894,465.98	96.28

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	0.00	32,000.00	32,000.00	100.00
10-01-7010-00 Operating Supplies	0.00	0.00	2,500.00	2,500.00	100.00
10-01-7100-00 Office Supplies	378.03	378.03	8,500.00	8,121.97	95.55
10-01-7110-00 Cleaning Supplies	0.00	0.00	4,000.00	4,000.00	100.00
10-01-7200-00 Firefighters Pers Prot Equip	0.00	0.00	30,000.00	30,000.00	100.00
10-01-7220-00 Uniforms-Employees	0.00	0.00	32,000.00	32,000.00	100.00
10-01-7220-90 Uniforms-Other	0.00	0.00	6,000.00	6,000.00	100.00
10-01-7230-00 Fire & Rescue Equipment	0.00	0.00	20,000.00	20,000.00	100.00
10-01-7300-00 Medical Supplies	0.00	0.00	51,600.00	51,600.00	100.00
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Commodities	378.03	378.03	186,600.00	186,221.97	99.80
<u>Other</u>					
10-01-9500-60 Transfers to Capital Projects	200,000.00	200,000.00	200,000.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Other	200,000.00	200,000.00	200,000.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Expenses	507,303.92	507,303.92	5,623,413.00	5,116,109.08	90.98
	<hr/>	<hr/>	<hr/>	<hr/>	
Net Revenue over Expenses	\$ 28,711.86	\$ 28,711.86	\$ 81,812.00	53,100.14	64.91
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	\$ 840.17	\$ 840.17	\$ 9,415.00	8,574.83	91.08
	Total Revenues	840.17	840.17	9,415.00	8,574.83	91.08
<u>Expenses</u>						
30-00-6005-00	Audit Fees	910.00	910.00	9,415.00	8,505.00	90.33
	Total Personal Services	910.00	910.00	9,415.00	8,505.00	90.33
	Net Revenue over Expenses	\$ (69.83)	\$ (69.83)	\$ 0.00	69.83	0.00
<u>Liability Insurance Fund</u>						
<u>Revenues</u>						
40-00-4000-00	Property Tax Revenue	\$ 3,231.43	\$ 3,231.43	\$ 36,214.00	32,982.57	91.08
	Total Revenues	3,231.43	3,231.43	36,214.00	32,982.57	91.08
<u>Expenses</u>						
40-00-6035-00	Liability Insurance	0.00	0.00	36,214.00	36,214.00	100.00
	Total Personal Services	0.00	0.00	36,214.00	36,214.00	100.00
	Net Revenue over Expenses	\$ 3,231.43	\$ 3,231.43	\$ 0.00	(3,231.43)	0.00



Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	\$ 17,966.73	\$ 17,966.73	\$ 200,630.00	182,663.27	91.04
	Total Revenues	<u>17,966.73</u>	<u>17,966.73</u>	<u>200,630.00</u>	<u>182,663.27</u>	91.04
<u>Expenses</u>						
50-00-5400-00	Worker's Compensation Expense	<u>15,147.00</u>	<u>15,147.00</u>	<u>200,630.00</u>	<u>185,483.00</u>	92.45
	Total Personal Services	<u>15,147.00</u>	<u>15,147.00</u>	<u>200,630.00</u>	<u>185,483.00</u>	92.45
	Net Revenue over Expenses	<u>\$ 2,819.73</u>	<u>\$ 2,819.73</u>	<u>\$ 0.00</u>	<u>(2,819.73)</u>	0.00

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	\$ 0.00	\$ 35,000.00	35,000.00	100.00
	Total Revenues	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>35,000.00</u>	100.00
<u>Expenses</u>						
55-01-5150-00	Foreign Fire Tax	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>35,000.00</u>	100.00
	Total Personal Services	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>35,000.00</u>	100.00
	Net Revenue over Expenses	<u><u>\$ 0.00</u></u>	<u><u>\$ 0.00</u></u>	<u><u>\$ 0.00</u></u>	<u><u>0.00</u></u>	0.00

Warrenville Fire Protection District  
Revenues and Expenses  
Compared with Budget  
For the One Month Ending May 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	\$ 7,659.63	\$ 7,659.63	\$ 8,000.00	340.37	4.25
60-00-4900-10	Transfers from Corp Fund	<u>200,000.00</u>	<u>200,000.00</u>	<u>200,000.00</u>	<u>0.00</u>	0.00
	Total Revenues	<u>207,659.63</u>	<u>207,659.63</u>	<u>208,000.00</u>	<u>340.37</u>	0.16
 <u>Expenses</u>						
60-01-8010-00	Capital Outlay - Building	0.00	0.00	120,000.00	120,000.00	100.00
60-01-8015-00	Capital Outlay - Apparatus	0.00	0.00	281,000.00	281,000.00	100.00
60-01-8020-00	Capital Outlay - Operating Equ	<u>0.00</u>	<u>0.00</u>	<u>40,000.00</u>	<u>40,000.00</u>	100.00
	Total Expenses	<u>0.00</u>	<u>0.00</u>	<u>441,000.00</u>	<u>441,000.00</u>	100.00
	Net Revenue over Expenses	<u>\$ 207,659.63</u>	<u>\$ 207,659.63</u>	<u>\$ (233,000.00)</u>	<u>(440,659.63)</u>	189.12



# 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

Trustee – Secretary

**Jeff Carstens**  
Trustee

**Alasdair Thompson**  
Trustee

**Andrew Dina**  
Fire Chief

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

For the month of May we responded to 193 calls for service. This is 42 more calls than we responded to in the previous month. May reports indicated that 124 of the calls were for Emergency Medical Service requests and 69 were fire and rescue related.

### Specialty Team Call Outs/Significant Incidents

1. May 19 – Warrenville Tower 11 responded to a building fire in the 100 block of Main Street in West Chicago. Warrenville crews conducted primary and secondary searches of the structure with no victims being located.
2. May 30 - Warrenville Tower 11 and Assistant 11 responded to the 2200 block of Abbeywood Drive in the Lisle-Woodridge Fire Protection District for the Box Alarm fire. Tower 11 staged and was returned shortly after. Assistant 11 was assigned as the staging officer as part of the Incident Management Assistant Team.

### Other Items of Interest

1. The Junior Road Rally was held at the Park District. For its first year this was a successful event. Thank you to the Warrenville Firefighters Auxiliary for sponsoring this event and supplying handouts.
2. Warrenville shift personnel along with AC Levy attended the Bower Elementary School Bike to School Day. This was Ms. Pam's last Bike to School Day before her retirement. AC Levy presented her with a gift from the Warrenville Fire Protection District in recognition of her service.
3. We hosted our first annual Diversity, Equity, and Inclusion training for all operational and administrative employees as well as elected, and appointed officials. The training was successful and included break out team building sessions.
4. Assistant Chief Levy and Chief Dina attended an Autism Friendly City initiative planning meeting along with City of Warrenville, Warrenville Parks, and Warrenville Library. The end goal is to achieve an Autism Friendly City designation by April 1, 2025.
5. We hosted City of Warrenville police and Emergency Management Agency personnel for CPR training in our training room.

6. The Board of Fire Commissioners met with AC Levy and Chief Dina to approve the initial and final eligibility register for the position of full-time firefighter/paramedic. The final list has three eligible people and we have begun processing them for hire.
7. Lieutenant Mia Ingram, Firefighters Nadia Slates, Evan LeMaster, and Chief Dina attended the College of DuPage Basic Operations Firefighter graduation to congratulate our two graduates Genevieve LeMaster and Austin Slocum. They are both paid on call firefighter/EMT's.
8. We assisted the police department with their Cop on a Rooftop Special Olympics Illinois fundraiser from 5:00 am until noon. We also placed ground ladders on each Dunkin location in Warrenville so the police could access the roof.
9. Chief Dina attended the Illinois Fire Chiefs Symposium in Peoria. This was a three day event which focused on leadership, recruitment, and decision making, and networking with Chiefs from the State of Illinois.
10. Warrenville personnel attended and assisted with the City of Warrenville Bike Rodeo.
11. Annual medical examinations began in May and will run through June.



Previous Month ▾ May 1, 2024 - May 31, 2024 ▾

**36%**

**FIRE**  
Percentage of Total Incidents

**64%**

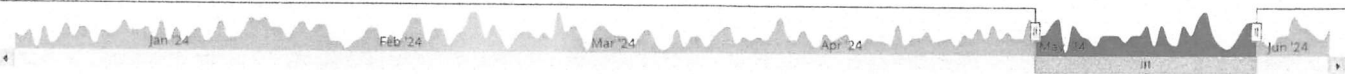
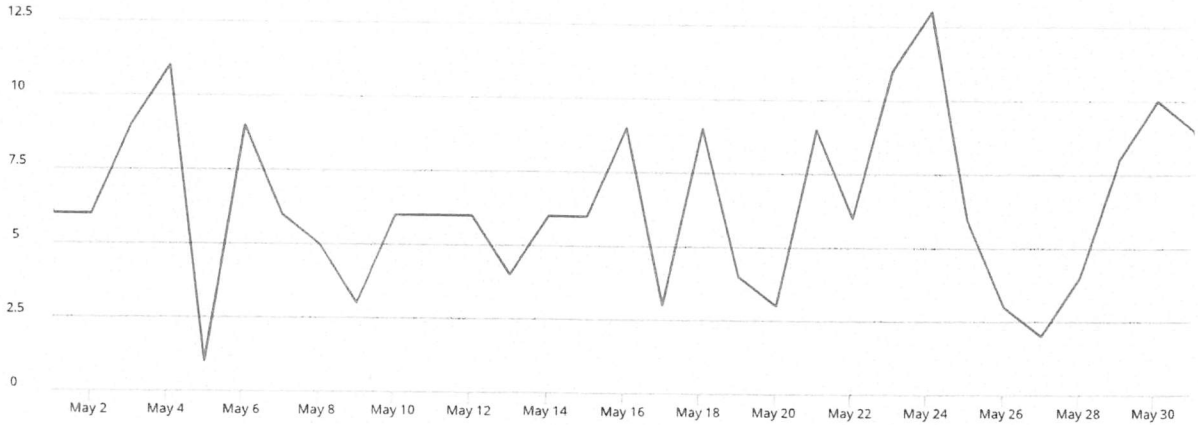
**EMS**  
Percentage of Total Incidents

**193**

**INCIDENTS**  
In Selected Time Slice

**31**

**DAYS**  
In Selected Time Slice



	Counts	% Rows	% Columns	% All										
Week Ending	5/5/24	5/12/24	5/19/24	5/26/24	6/2/24	6/9/24	6/16/24	6/23/24	6/30/24	7/7/24	7/14/24	7/21/24	7/28/24	Total
(11) Structure Fire		1	1		2									4
(15) Outside rubbish fire		1												1
(16) Special outside fire		1												1
(31) Medical assist	1			1										2
(32) Emergency medical service (EMS) incident	22	20	28	29	22									121
(38) Rescue or EMS standby	1													1
(41) Combustible/f. spills & leaks	1	2	1	2										6
(44) Electrical wiring/equipm. problem		1		3	1									5
(51) Person in distress			1	1										2
(55) Public service assistance	2	1		5	2									10
(57) Cover assignment, standby at fire station, move-up			2											2
(61) Dispatched and canceled en route	2	1					1							4
(62) Wrong location, no emergency found	1													1
(65) Steam, other gas mistaken for smoke		1	1											2

Week Ending	5/5/24	5/12/24	5/19/24	5/26/24	6/2/24	6/9/24	6/16/24	6/23/24	6/30/24	7/7/24	7/14/24	7/21/24	7/28/24	Total
(73) System or detector malfunction		1	2	1	1									5
(74) Unintentional system/detect... operation (no fire)	3	4	5	9	4									25
(91) Citizen complaint		1												1
<b>Total</b>	<b>33</b>	<b>35</b>	<b>41</b>	<b>51</b>	<b>33</b>									<b>193</b>

Previous Month ▾ May 1, 2024 - May 31, 2024 ▾

**01:00**

MM:SS  
Average Turnout Time

**59%**

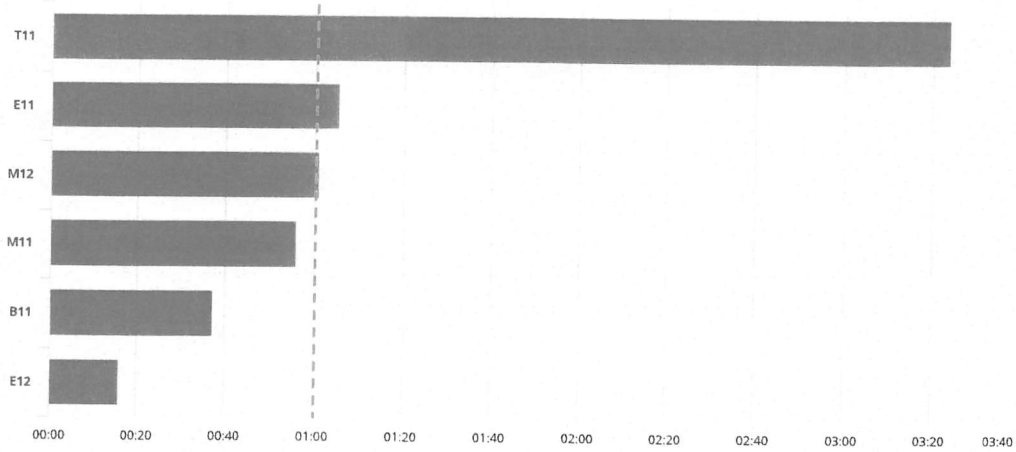
Of Responses  
Turnout Time < 01:00

**193**

Incidents  
In Selected Time Slice

**31**

DAYS  
In Selected Time Slice



	Counts	% Rows	% Columns	% All						Total		
					00:00 - 00:29	00:30 - 00:59	01:00 - 01:29	01:30 - 01:59	02:00 - 02:59	03:00 - 04:59	05:00 - 09:59	
B11	5	8	1	1								15
E11	30	43	37	18	7	2	1					138
E12	6		1									7
M11	29	53	32	9	9					1		133
M12	5	4	1	4					1			15
T11								2	1			3
<b>Total</b>	<b>75</b>	<b>108</b>	<b>72</b>	<b>32</b>	<b>18</b>	<b>4</b>	<b>2</b>					<b>311</b>
Exceptions												55





# 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

Jeffrey Carstens  
Trustee – Secretary

Alasdair Thompson  
Trustee

Andrew Dina  
Fire Chief

## Logistics Officer's Report to the Trustees - June 2024

### Station Maintenance:

- Pending Projects:
  - Shore line GFCI repair, & 3 GFCI installation into spare shore lines – awaiting opening in electrician's 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 replacement –awaiting administration approval
  - Water filter system in kitchen unrepairable, needs replacement – awaiting administration approval for replacement. Please note filter system is partially functional.
- Completed Projects:
  - Bay (garage) doors serviced

### Personal Protective Equipment & Other Assigned Gear:

Please note, logistics does not assist with SCBA equipment.

- Disposed
  - 1 XL gloves – damaged and unserviceable
  - 1 L gloves – damaged and unserviceable
  - 1 particulate hood – damaged and unserviceable
  - 3 turnout coats – end of service life
  - 2 turnout pants – end of service life
  - 1 turnout pants – repair costs exceed remainder of service life
- Pending Repairs
  - 2 firefighter pants – repair estimate approved, awaiting return from service
  - 1 pair pants – being sent for repair estimate
- Repaired
  - None
- Ordered
  - None
- Other
  - None



**BOARD OF TRUSTEES:**

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President

**Denise Pertell**  
Trustee – Treasurer

**Jeffrey Carstens**  
Trustee – Secretary

**Al Thompson**  
Trustee

**Vacant Position**  
Trustee

**Andrew Dina**  
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**

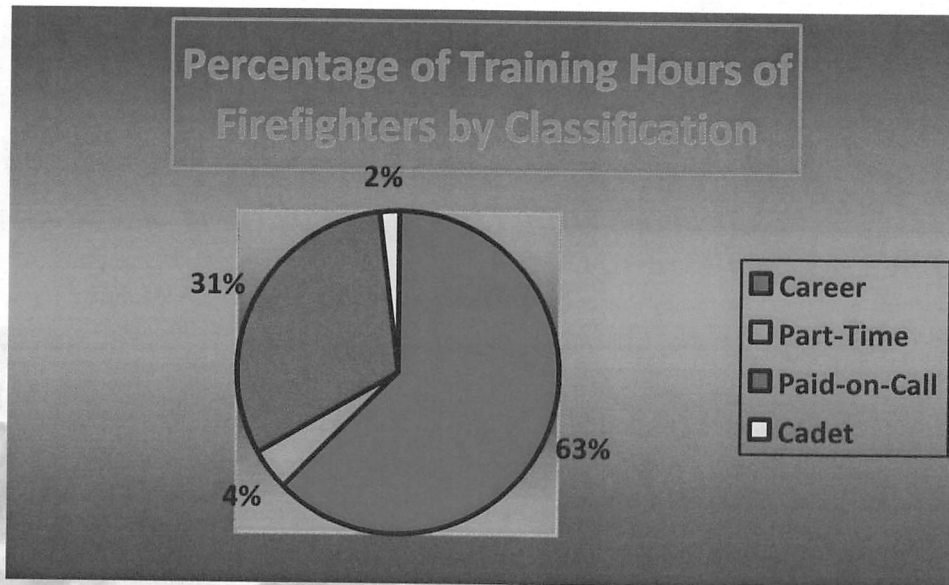
May 2024

The month of May was a very busy training month. The Monthly MABAS Fire Training was Swift Water in Yorkville, Water Rescue Team members attended. All 3 Shifts attended Life Fire Training with Fermi-Lab and Argonne National Labs in West Chicago. Our 2 fire academy candidates graduated and wrapping up some state fire marshal exams. The Cadets have been working on Rapid Intervention and Wildland/Brush Fires. The weekly training for the Paid-on-Call was Swift Water Rescue, Diversity/Equity & Inclusion, and Live Fire Training. We have applications for 3-4 new cadets and sponsoring 3 people for the fall COD fire academy. Orientation scheduling for fire academy graduates, new cadets, and fire academy attendants is being finalized.

### Notable Events:

- FF Janiec completed Fire Service Vehicle Operator Certification.
- FF Gloodt, FF Reavy, and FF Volpe completed blended on-line and 3 weeks of in person class for the Company Fire Officer Certification, Working on the Task-book for full certification.
- FF Wiedmyer completed Vehicle & Machinery Technician Course.
- Lt. LaForge Completed Leadership, Development and Decision-making (LDDM-Officer)
- FF Reavy Completed ICS 300 & 400.
- Roof Prop Build is Completed (Thanks for everyone's help).

## District Training Data:



### ISO Training Hours:

<u>Types of Hours</u>	<u>Quantity</u>	<u>Percentage</u>
Firefighter/Company/SCBA	677	68%
Driver/Operator	186	19%
Officer/Fire Prevention	38	4%
Hazardous Materials	75	7%
Special Operations	9	1%
Probationary	10	1%
<b>Total</b>	<b>995</b>	<b>100%</b>

### Monthly Training Hour Leaders:

<b>Career</b>	<i>Bill Zabler</i>	<b>83</b>
<b>Paid-on-Call</b>	<i>Nadia Slates</i>	<b>65</b>
<b>Part-Time</b>	<i>Drew Miller</i>	<b>27</b>

### Total Training Hours by Month:

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
1076	810	819	860	995								<b>4560</b>





# WARRENVILLE FIRE PROTECTION DISTRICT

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**BOARD OF TRUSTEES:**

**Kathleen Perkins**  
President

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Trustee – Treasurer

**Joseph Rogers**  
Trustee – Secretary

**Jeffrey Carstens**  
Trustee

**Alasdair Thompson**  
Trustee

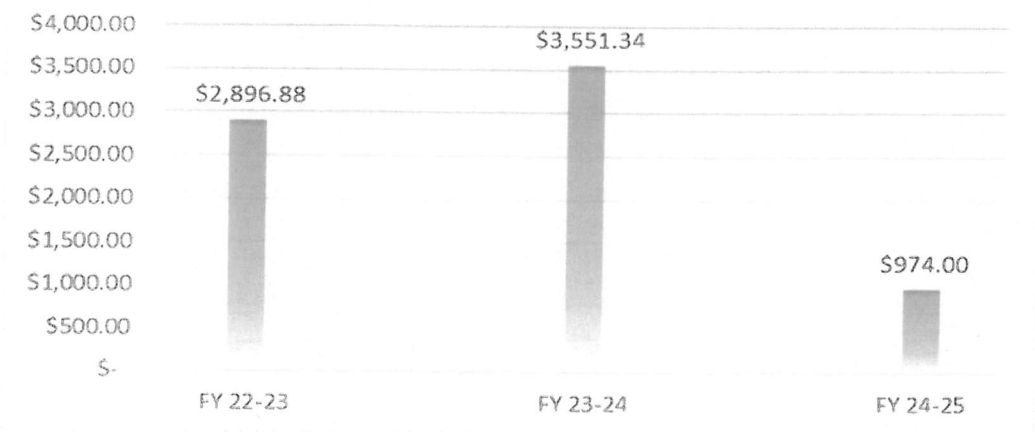
**Andrew Dina**  
Fire Chief

## May Apparatus Report

- 2020 Pierce Engine (E1976) – Repair Seat Belt

<b>2020 Pierce Engine (E1976)</b>	<b>\$ 974.00</b>
<b>Current Month Total</b>	<b>\$ 974.00</b>
<b>Fiscal Year-to-Date Total</b>	<b>\$ 974.00</b>
<b>Fiscal Year 23-24 Budget</b>	<b>\$ 70,000.00</b>

### MONTHLY COST COMPARISON BY FISCAL YEAR



### Apparatus Out-of-Service Time

- M12
  - May 18, 2024 – 18.5 Hours – Staffing

#### *Other Items of Interest*

- Ford Ambulance (M3263)
  - Power Cot Repair
- 1998 E-One (T11)
  - Emergency Lights (Front & Side Strobes)
- 2019 Ford Explorer (C11)
  - Battery Replacement



## Fire Prevention Bureau Report May 2024

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

### PUB EDUCATION EVENTS

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

### COMMUNITY RISK REDUCTION

	Senior smoke detector installed
	Senior KNOX BOX installed
	Senior Event S.A.L.T.
7	School Talks/Programs (Bower, Johnson, Waldorf, 5 <sup>th</sup> grade.)
	Preschool Talks
1	WYFS Quest Hot Shots
19	CPR PD & EMA

### FIRE BUREAU

3	Plan Reviews
	Annual Inspections
27	Re-inspections
1	Pre-Application Meeting
1	Sprinkler hydrostatic test & above ceiling inspections
13	Fire Alarm Test (new, existing and repaired)
1	Final Occupancy permit issued
4	KNOX BOX installed/keys acquired or replaced
	Fire Drills
1	Ansul Hood Test
3	Refer to Bureau
95	TCE Reports Reviewed
1	New Businesses Inspected

Respectfully,

*Carl Voda*

Carl Voda  
Fire Marshal

**Warrenville Fire Protection District  
Fire Commission Annual Report  
June, 2024**

This is the fifth annual report for the Warrenville Fire Commission. The commission is currently comprised of Tim Gornik, Nelda Byers and Ryan McIntyre.

July, 2023

Did next round of candidate testing – Test 1 for this Fiscal Year (7 Candidates).

August, 2023

Met internally to discuss ways to increase retention.

Interview took place for FF candidates:

- Zachary Gloodt
- Alec Stump

Conditional offer was extended to both.

September, 2023

Next test date was set for December 2023.

Received probationary reviews for FF Sheahan and FF Koelper (6 month).

November, 2023

WFPD continued to keep testing budget to include 2 tests per year.

Trustees approved removing the employee repayment contract for future hires.

December, 2023

Did next round of candidate testing – Test 2 for this Fiscal Year.

Interview took place for FF candidates:

- Eddie Clark

Conditional offer was extended to him.

Motion made to strike candidates from current list and terminate current list – Test 1 List Terminated.

Motion made to approve initial eligibility register from December testing – Test 2 (6 Candidates).

Set up testing for April/May 2024 – Test 3.

January, 2024

Test 3 date set for April 20.

Motioned to approve final eligibility roster for December testing – Test 2.

Had 1 FF submit resignation (Kloska).

February, 2024

Interview took place for FF candidates:

- Jordan Isaacs
- Sean Warren

Conditional offer was extended to Jordan Isaacs.

March, 2024

Discussion around dropping the Basic Operations Firefighter (BOF) requirement for candidates for next round of testing – offering to put candidates through Academy as a move to attract more talent.

Looking to September for next round of testing already.

May, 2024

District is still sitting with 3 FTE Vacancies.

Motion made to strike candidates from current list and terminate current list – Test 2 List Terminated.

Test 3 List – Final Eligibility List approved (3 Candidates).

Test 1 of next Fiscal Year set for August 17 (almost 4 tests in a year timespan)

Meeting Schedule for upcoming year (all times 5:30pm CT)

- Tuesday, July 9
- Tuesday, September 10
- Tuesday, November 12
- Tuesday, January 14
- Tuesday, March 11
- Tuesday, May 13

In Review

This year we:

- Interviewed 5 candidates
- Extended offers to 4 candidates and had 4 accept those offers
  - Of those 4 candidates, 3 are still with us
  - Probationary FF Isaacs resigned
- We had 1 resignation - FF Kloka – from the previous year's hiring

We continue to hire without the Associates Degree requirement, which is helping draw in more candidates. We are further driving for an exception to the BOF at time of hiring – a cost that the WFPD is looking to take on to try and expand candidates. Finally, we are looking at potentially using an online testing provider instead of iOS moving forward to make testing easier for candidates.

We have seen list sized drop over the past 3 tests and are looking at ways to do things differently to attract and retain that talent moving forward.

We thank the Trustees for their support, the review of this report and as always, let us know if you have comments or questions.

Respectfully submitted,



For the Board of Fire Commissioners  
Ryan J McIntyre  
Chairman