



TRI-COM BOARD OF DIRECTORS REGULAR MEETING
Regular Meeting Agenda
Wednesday, March 13, 2019

Location: Tri-Com Central Dispatch, 3823 Karl Madsen Drive, St. Charles, IL 60175
Time: 8:00 AM

Call Meeting to Order: Roll Call

Old Business:

- 1) Consent Agenda.
 - A) Approve the minutes from the January 9, 2019 Regular Board Meeting and the January 23, 2019 Special Board Meeting. In addition, approve the revised minutes of the January 10, 2018 Regular Board Meeting.
 - B) Approve the December 31, 2018 and January 31, 2019 Financial Reports
- 2) Update by Radio Sub-Committee
- 3) Update on Staffing
- 4) Update by Consolidation Sub-Committee
- 5) Update by Hiring and Training Sub-Committee
- 6) Update by Intergovernmental Agreement Sub-Committee

Public Comment:

New Business:

- 1) Approval of Resolution 2019-02: Directing Tri-Com to Distribute Funds from the Capital Reserves
- 2) Contract Agency Representative to the Board of Directors
- 3) Authorize an Memo of Understanding (MOU) with the Illinois State Police for the Ability to Program Five Radio Talk Groups.

CLOSED SESSION:

- 1) For the purpose of discussing:
 - A) Employment/Appointment Matters
 - B) Legal Matters
 - C) Business Matters
 - D) Security/Criminal Matters
 - E) Miscellaneous Exceptions to the Open Meetings Act

Adjournment:

Next Regular Meeting: Wednesday, May 8, 2019 at 8:00 A.M.

Tri-Com Central Dispatch
BOARD OF DIRECTORS

Regular Meeting Minutes from January 10, 2018

Chairman Passarelli called the meeting to order at 8:02 A.M. at the Tri-Com Central Dispatch training room.

Roll Call:

Members Present:

St. Charles: Chief Jim Keegan, Chief Joe Schelstreet, Alderman William Turner
Geneva: Chief Eric Passarelli, Chief Mike Antenore
Batavia: Chief Dan Eul, Chief Randy Deicke
South Elgin: Chief Jerry Krawczyk
Contracted Agencies: Chief Pat Rollins

Members Absent:

St. Charles: None
Geneva: Alderman Mike Bruno
Batavia: Alderman Susan Stark
South Elgin: None
Contract Agencies: None

Others Present:

Nicole Lamela, Director, Tri-Com
Sarah Stoffa, Deputy Director, Tri-Com
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

Others present listed on sign in sheet.

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the November 8, 2017 Regular Board Meeting was made by Chief Schelstreet and seconded by Alderman Turner. Motion passed unanimously.

Motion to approve the General Ledger Distribution Reports of November 2017 and December 2017 was made by Alderman Turner and seconded by Chief Eul. The motion passed unanimously by roll call vote.

Update on Consolidation:

Chief Schelstreet reported that Aurora accepted the check from the Kane County ETSB. He sent an email to Roger Fahnestock regarding the consolidation study. He also stated that, due to the percentage increase on phone revenue, the state said they would pay for phone lines. They are now saying Tri-Com has too many lines.

Director Lamela stated that Tri-Com has 3 wireless lines and 6 other lines. The state asked AT&T to do a study. They found that one line had not been receiving calls for at least a year. They want to take down all 3 wireless lines and see if that is enough to handle all wireless and hardwire calls. Jerry Bleck was concerned because the study was being done in winter when call volumes are lower.

Chief Deicke stated the concern is for many calls at one time. Director Lamela stated that she ran reports and it should be enough. The concern would be if Tri-Com grows. Chief Schelstreet stated that this should be discussed at ETSB. In response to questions from Chief Antenore, Director Lamela stated that many calls go to Kane County because of the cell towers they are hitting. Those are transferred. This makes KaneComm's call volume higher.

Chief Schelstreet suggested talking about this at ETSB and suggesting that the state agree that if consolidation occurs, the agency remaining keeps the phone lines from the dissolving agency. Currently, Tri-Com has 11 trunks (3 wireless, 6 at Geneva, 2 at Lombard) and KaneComm has 12.

Update on Staffing:

Director Lamela reported that a new Training Coordinator will be starting on January 16th. She should be fully trained by May. One Telecommunicator completed training in December. One of the new trainees resigned and the other is doing well.

Update Radio Assessment Study:

Director Lamela stated that Andy Baumann completed the radio study. There are several faulty antennas. There is a spare at the Tri-Com tower, but another would still need to be purchased at approximately \$2,000 + \$600-\$800 for a tower climb. 2020 is the end of life for the Motorola equipment and each time a repair is needed; it is costing \$1,000-\$2,000.

A lot of the equipment is obsolete and parts for repairs are difficult to find. Andy's recommendation is to not replace equipment at all 14 sites and go to Starcom. In answer to a question by Chief Antenore, Director Lamela stated that antennas can go bad due to weather, lightning, and aging. Chief Eul stated that they have lots of communication issues near the Kirk/Fabyan tower north of Country House. He would like that one replaced soon.

Chief Keegan asked how we knew antennas were bad. Director Lamela replied that we did not. Andy had to test all of them to find that they were not working properly. Much of the equipment is from 1996. Newer equipment includes diagnostic and alerts you via email when there is a failure. When there are issues on the Tri-Com and Sugar Grove towers, you don't know unless you go to the site.

Chief Schelstreet stated that the qantars have end of life. There is no indication of costs, but servicing them is \$1,200-\$1,500. Director Lamela stated that redundancy was built in for St. Charles, Geneva, and Batavia, but not for Sugar Grove and Elburn. Equipment is no longer supported.

Alderman Turner asked how long it would be to implement Starcom. He stated that this is important and we need to replace it. Chief Eul agreed and stated that we need to have our own infrastructure and repair it until everything is in place. He stated that needs must be prioritized.

Director Lamela stated that we need to have a special meeting for the estimate and prioritizing. The Geneva RFP for auditing also needs to be approved at the special meeting. Chief Passarelli stated that, as a board, if we are going to Starcom, there are also other radios available.

Alderman Turner questioned if other brands of radios would be able to handle Motorola upgrades. He also stated that everyone is used to Motorola. Chief Sikora didn't think it would matter because they would need to learn to use a new radio either way.

Chief Schelstreet stated that he recommends police switching over first and fire later. He is not in favor of building our own system. He stated that we need to solve the issues for our south agencies. The city administrators are concerned with funding and are okay with the police moving first, then fire.

Director Lamela stated that we need a decision for budgeting. There was some discussion regarding building our own system. Chief Lambert stated that Aurora ended up spending three times what they thought they would to build their own system.

Chief Keegan stated that the board voted previously to move the police first and then fire later. We need to pay for infrastructure first. We need to look at call volume, give funds to all, and have each decide how to use those funds. We need to come up with a formula.

Chief Passarelli stated that Ravi from Motorola stated that negotiations take 6-8 months. Chief Deicke asked about paying for air time. The intention is to have one bill to Tri-Com that is billed out to each agency for fees. Chief Keegan stated that ILEAS just put out a grant. Chief Eul will be added to negotiating committee. He asked about calls for service numbers. A 3-year average would be used.

Chief Schelstreet made a motion to allow the negotiating committee to work with Motorola. The motion was seconded by Chief Antenore. The motion passed unanimously.

NEW BUSINESS

Draft Budget:

Director Lamela stated that this is an early budget and does not include numbers from the City of Geneva and Human Resources. Jerry Bleck told her that the funds could go up to \$1.6 million. She budgeted \$1.3 million. Chief Antenore stated that the City of Geneva is starting to do a 2-year budget. Director Lamela stated that the first increased wireless revenue check will be in May.

Director Lamela stated that the legal fees were higher last year for negotiations. Chief Sikora asked if more would be needed for StarCom negotiations. Chief Keegan asked if the attorney will also want an IGA for that.

Director Lamela did not anticipate much more for labor legal issues. Chief Schelstreet asked what was used last year. Director Lamela stated that about \$3,000 was used.

Director Lamela stated that the CAD funding was

Director Lamela has some funds for the security system. This year the janitorial services contract is done and will be going out to bid. The City of Geneva said to add a 5% increase to use as a placeholder for this.

Chief Keegan asked about the phone costs of almost \$300,000. He asked about the microwave to lower this cost. Chief Schelstreet agreed that he would like to see the microwave. Chief Keegan stated that we are going to have StarCom towers and it may cost just as much to buy radios for fire as it is to go to the microwave. Chief Deicke stated that if we go to StarCom, we don't need the microwave. Chief Antenore asked if we can get rid of some of these when police go to StarCom. Director Lamela stated that there are 14 sites for police. She stated that most of the cost, more than 70%, will go away with StarCom.

Chief Keegan asked if it is resilient and robust enough until fire goes to StarCom. Director Lamela stated that for one year it is fine. For three years, she would switch out the lines for T1. T1 requires a 3-year commitment. South is entirely on microwave. Chief Eul asked if, even with StarCom, some lines would need to be maintained for VHF. Director Lamela stated that they would need to be able to send out dispatches and transmit on IFERN.

Chief Keegan asked if we switched to T1 instead of analog for fire, how much would it be. Director Lamela stated that it would go down 25-50% depending on where the T1 is. Chief Eul stated that even if they used it for 2-years and ate the cost for the last year, it would still save money. Chief Deicke stated that we should just do it. Director Lamela stated that she would get T1 costs for fire lines.

Chief Keegan stated that he would also like a T1 line for South Elgin. He is still not comfortable with how South Elgin is being dispatched. He asked if we could get a T1 line from Downers Grove to get them off of a mobile. Director Lamela stated that they have to do the infrastructure. If the core is here, then the fiber would go to Downers Grove. Chief Keegan stated that they have been dispatching them for a year this way and if we are 6 months to a year from switching to Tri-Com. That would be almost 2 years for South Elgin being dispatched. He also stated that if T1 lines are going in for fire, maybe they can also run one for South Elgin. Director Lamela will ask Ravi from Motorola about how that works.

Director Lamela asked if she could add a full-time GIS person at a \$55,000 salary. Chief Deicke asked if it could be a larger part-time position to see if it is needed. Director Lamela stated that the CAD system is operated off of maps. The GIS needs are much greater. Chief Antenore stated that he agreed with Chief Deicke. Jumping from 6 hours a week to 40 hours is a big jump. This will be discussed in close session.

Chief Deicke asked about the reserves. Director Lamela stated that a \$159,200 for replacement costs for hardware for in 5 years, \$125,000 contribution to reserves. Chief Antenore asked how much is set aside for CAD currently. Director Lamela stated there is \$100,000. The \$178,000 from ETSB was set aside for the CAD funds.

Director Lamela stated that we do not have a fund balance policy. The City of Geneva wants us to develop one. Chief Keegan asked if the auditor gave any recommendation for this. Director Lamela stated that they did not. Chief Schelstreet said he would look at the auditor's report. Chief Antenore stated that the City of Geneva fund balance is a 90-day expense. Director Lamela stated that Rita Kruse of Geneva Finance was not comfortable with the 90 days because so much of the funding comes from wireless funds.

Chief Schelstreet stated that this would be a part of the IGA revision. Chief Krawczyk stated that we need to plan for catastrophes as well. Chief Deicke asked about the contributions. There is a number that says, "less revenue" where did it come from. Director Lamela stated that it came from the wireless 9-1-1 funds, and

additional revenues (\$47,000 from Jerry and the extra \$60,000 from the fund balance left over from the CAD). This did not add up correctly. Director Lamela will look at them and email him.

Chief Sikora asked how close these numbers will be for their budgets. Director Lamela stated that she will double check with the City of Geneva on HR numbers and will get back to him. Chief Sikora will need numbers before February.

Chief Keegan stated that we should have a better idea of how much funding we get with the increase in wireless funds in May. We can make a decision on how we allocate the refunds. Chief Schelstreet stated that the ETSB switched from the 70/30 to the 80/20 split.

Director Lamela stated that she checked with St. Charles, Geneva, and Batavia on their vehicle allowances. She put in a \$6,000 amount for a vehicle allowance for herself. They agreed that this was fine since the Tri-Com car was given up.

AFG Grant and Committee Approval:

Chief Schelstreet stated that they were looking for grants for the StarCom project. They found a grant that another fire agency received. He got all the information from them. The grant proposal is due on February 2nd. The first two grant writers approached were not available.

Chief Schelstreet made a motion that the chairman be authorized to appoint a committee and allocate an amount not to exceed \$8,000 for a grant writer for the AFG grant. Alderman Turner seconded the motion. Motion passed unanimously by roll call vote.

Chief Antenore stated that Tri-Com cannot apply. Chief Schelstreet stated that St. Charles will apply as a regional grant. A person from each agency will be on the committee.

PUBLIC COMMENT

NONE.

Closed Session:

A motion was made by Alderman Stark and seconded by Chief Eul to enter into closed session for the purpose of discussing collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5 ILCS 120/2(c)(2).

Motion passed unanimously. The Board entered into closed session at 9:02 A.M.

A motion was made by Alderman Turner and seconded by Chief Schelstreet to return to open session. Motion passed unanimously. Board returned to open session at 9:44 A.M.

Adjournment:

With no further business to discuss, Chief Schelstreet motioned to adjourn the meeting. Chief Keegan seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 9:45 A.M.

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, March 14, 2018 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez

Tri-Com Administrative Assistant



Tri-Com Central Dispatch

BOARD OF DIRECTORS

Regular Meeting Minutes from January 9, 2019

Chairman Deicke called the meeting to order at 8:00 A.M. at the Tri-Com Central Dispatch training room.

Roll Call:

Members Present:

St. Charles: Chief James Keegan, Chief Joe Schelstreet
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno
Batavia: Chief Dan Eul, Chief Randy Deicke, Alderman Susan Stark
Contracted Agencies: Chief Pat Rollins

Members Absent:

St. Charles: Alderman William Turner
Geneva: Alderman Mike Bruno
Batavia: Alderman Susan Stark
South Elgin: Chief Jerry Krawczyk

Others Present:

Nicole Lamela, Director, Tri-Com
Sarah Stoffa, Deputy Director, Tri-Com
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

Others present listed on attached sign in sheet.

OLD BUSINESS

Consent Agenda:

Motion to approve the Board Meeting Minutes from the November 14, 2018 Regular Board Meeting, the December 13, 2018 Special Board Meeting, and the General Ledger Distribution Reports of November 2018 and December 2018 was made by Chief Schelstreet and seconded by Chief Passarelli. Motion passed unanimously by roll call vote.

Update on Radio Committee:

Director Lamela reported that all radios have been delivered. Motorola started the initial work for the templates yesterday. She is looking for guidance regarding encrypting channels. The Fire Operations Committee will be discussing talk groups. Meeting with the police on Friday. If we stay on track, Motorola should receive the templates for the talk groups by the January 17th.

Chief Sikora asked how it would work with the police radios encrypted. Chief Antenore stated that it is a cost of \$500 per radio to encrypt them and the fire agencies did not add that onto their budget. None of the DUCOMM radios have encrypted radios. Director Lamela stated that she spoke with Elgin dispatch and they have a Kane County channel that everyone switches to that is not encrypted. There could be a Tri-Com channel that is limited to the Tri-Com police agencies. Chief Antenore stated that he thought this was discussed. The police were going to encrypt certain talk groups. Fire listens to the police channels get an early warning if they will be needed. By encrypting channels, it loses valuable time. He understands the need to keep things encrypted.

Chief Eul stated that they put encryption into their budget for StarCom. They purchased encryption for all their radios to operate across all channels. He understands the value of fire being able to hear police and get the information early. He asked if some fire radios could be encrypted. Chief Eul stated that he understands the value to fire, but the encryption is for officer safety on primary channels. They have spent a lot of money for the encryption devices.

Chief Sikora asked if South Elgin was encrypted. Director Lamela stated that their radios are encrypted. Their primary dispatch channel and TAC channels are not encrypted. Chief Schelstreet stated that, due to the government shut down, the grant website is down. Director Lamela stated that South Elgin's radios are encrypted. Chief Keegan stated that Elgin has the ability to. In answer to a question by Chief Keegan, Director Lamela stated that DUCOMM radios are not encrypted. Northwest Central is encrypted.

Chief Passarelli was concerned that we led fire astray. In the initial discussions, we discussed operating on non-encrypted channels, the TAC channel would be encrypted, and we would move to those channels for sensitive communication. That may have dictated how they ordered their radios.

Chief Eul said he may have had a different interpretation. He stated that 90% or more of the communication, for them, is on a primary channel. One of the goals for moving to StarCom was to keep people from breaking into a channel. Chief Keegan stated that Ravi from Motorola is coming out on Friday. He suggested that they talk to him and ask these questions. Director Lamela stated that she would ask Ravi to bring the Motorola tech person.

Chief Keegan asked about the infrastructure. Director Lamela stated that she asked Motorola for specifications for the Sugar Grove site. There are no other issues. Sugar Grove is working on the legal agreement.

Update on Staffing:

Tiffany Myers reported on staffing. She stated that there was an orientation and testing on November 11th. She is looking into doing the next one on a Saturday in hopes of attracting people on a weekend.

Chief Deicke asked where it is being advertised. Director Lamela stated that she is looking at using Waubensee Community College and making it a hiring event and include any of our agencies. She stated that it will be advertised in all the city outlets, other agencies HRs, and social media. A full-time

dispatcher has resigned and may possibly be considering working part-time. Another full-time dispatcher is on FMLA leave.

Ms. Myers reviewed the staffing levels and expected new hires. By the end of March, there should be 15 dispatchers and 4 trainees. Chief Deicke asked if any of the candidates are able to work the radio. Director Lamela stated that she is proposing that trainees in the fire dispatch phase stay in training, but be allowed to work overtime shifts as call takers or police dispatchers. Director Lamela stated that this was a management decision.

Chief Eul asked if she felt confident having the trainees work on call taking or police dispatch. Director Lamela stated that she did. She stated that the union president has resigned. She stated that someone has stepped up to take a trainee and others have had conversations with Sarah stating that they just want more help.

Update on Consolidation Sub-Committee:

Chief Schelstreet stated that the consultant, Mission Critical Partners, will begin on 01/15/19 at Kane County. They will interview board members and others. Chiefs Cluchey, Schelstreet, Krawczyk and Alderman Bruno are on the committee.

Update on Hiring/Training Sub-Committee:

Chief Antenore stated that he is waiting for the union grievances to be completed before moving forward.

Approve Dispersing StarCom21 Rebate Funds to Fire Agencies, Resolution at March Board Meeting:

Director Lamela stated that the rebate is for fire. Chief Schelstreet stated that it would be the proportionate share of the funds. Chief Antenore has already had a check cut to the City of St. Charles. Director Lamela stated that the City of Geneva is requesting that we cut a check back to each agency so it is cleaner for the audits. Director Lamela stated that she just wanted to be sure this was okay with everyone.

Chief Keegan stated that if we have to make a decision on encryption, we may need to look at this. Chief Schelstreet stated that we all agreed to the rebate in September and everyone's fire budget was done with this in mind. Chief Antenore stated that not all the fire equipment could be purchased without this. Chief Deicke originally thought this was the fire district's had to pay and were not given money for radios. Chief Rollins they are still paying for radios. Chief Schelstreet stated that this is an issue that came up because it was originally only switching police over. If not for the grant, this would not be done simultaneously. Chief Keegan stated that there are lots of costs for maintaining VHF and having to do the microwave system. He asked how much the 10% was. Chief Antenore stated that it would be the \$140,000.

Director Lamela stated that the reserves are very good right now. She stated that, if we had to, there would be enough money to get some radios encrypted. Assistant Chief Haley stated that initially they talked about only encrypting some radios. Chief Eul stated that in the beginning it was a different discussion because fire was not switching over. He also stated that it doesn't make sense to not have all the radios encrypted because they would have to switch back and forth.

Chief Schelstreet stated that they need to separate these issues. We need to approve the rebate and discuss sources to pay for encryption. Chief Schelstreet asked Director Lamela to give them the exact dollar amounts

and the reserves. She stated that she has that for the budget. Chief Deicke asked for a consensus on the rebate. All stated that they were for the rebate.

PUBLIC COMMENT

None

NEW BUSINESS

Approval of FY20 Budget:

Director Lamela stated that Rita helped with budget. She thanked Rita. There were some changes. We will need to meet again to approve the final budget before January 29th. Did not change what would be owed to Tri-Com. She forgot about the Motorola loan and Rita reminded her. Some salary changes were made by Human Resources. Instead of the \$1.3 million in wireless revenue, it has gone up to \$2.7 million. We went conservatively and budgeted for \$2.4 million.

Chief Schelstreet stated that the ETSB funding is now being split with 30% to ETSB and the remaining 70% to the agencies. It will go back to 80/20 split in the following fiscal year. Once the bond is paid, the only administrative costs will be for Jerry Bleck and the accountant. We should be seeing more money from ETSB.

Rita Kruse stated that the Motorola loan could be paid down early as well. If the interest we are making on the reserves is less than the interest we are paying on the loan, we may want to pay off the loan early.

Director Lamela stated that the budget is higher this year with the Motorola purchase and she put in for a 21st dispatcher. She is trying to keep the budget the same each year. A capital replacement fund has been started as well. CAD maintenance and StarCom fees will go up. Chief Schelstreet stated that because ETSB is passing money through, we will have to set money aside for projects. Chief Antenore stated that the City of Geneva is currently doing a facilities assessment. Salaries went up slightly due to part-time to full-time Administrative Assistant and an additional dispatcher. Chief Deicke asked if this included a 2% increase. Director Lamela stated that there are some of us that are below midpoint.

Director Lamela stated that 2 additional servers need to be added for GIS. Insurance and IMRF pensions went down. Chief Antenore wanted to confirm the fund balance is 3 months operating expenses. Director Lamela stated that contractual services are higher with StarCom airtime. If you did not tell her about the radios, those airtime charges are not included. The airtime charges could go up depending on what radios you have.

Chief Deicke stated he met with Director Lamela and asked questions. He asked why the overtime budget was only \$70,000 which will not cover it, but that along with budgeting for 21 dispatchers will cover it. A significant increase in contracted services covers airtime and Motorola maintenance contract. The increase in equipment is for the GIS servers. The administrative salaries increased because the Training Coordinator was moved to administration from dispatch.

A special meeting to approve the budget on January 23rd at 8:00 A.M.

Intergovernmental Agreement – ETSB Funding & Budget:

Chief Schelstreet stated that Attorney Chuck Radovich was concerned that there was an overreliance on ETSB funding for Tri-Com. 56% of the budget is based on ETSB funding. He wanted to update the IGA to reflect this. Chief Deicke stated that the original does state that the agencies are responsible for funding.

Director Lamela stated that she would send the draft out to everyone today.

Discuss StarCom Project Change Order and Milestone Approval:

Director Lamela stated that, at the design review, she was asked to sign off on a milestone. Chief Antenore stated that Motorola has taken the cash in, but they cannot recognize it as revenue until the milestones are passed. Chief Deicke stated that he didn't have a problem with Director Lamela signing milestones and reporting on them to the board. Chief Schelstreet stated that we should have the attorney look at it. Chief Antenore suggested the attorney review and then she sign off. All agreed.

Director Lamela stated that they also asked about change orders. If something comes up, not involving costs, what should be done. Chief Keegan suggested that they follow the Geneva policies. Chief Antenore stated that if they have any monetary changes, they require board approval. Director Lamela will find out more about it on Friday. Chief Keegan suggested speaking with Ravi about this as well.

Authorize the Director and Tri-Com Attorney to Create Memos of Understanding with Tri-Com Agencies Regarding the Purchase of Radios:

Director Lamela stated that because the whole project is being paid for through Tri-Com. She wanted an MOU with all involved. Chief Antenore stated that funding comes from ETSB and dispatch fees. He asked to see a sample of those used by other agencies. Chief Schelstreet stated that if we took out a loan, may need to have an MOU that states what would happen with the date if an agency left.

Closed Session:

A motion was made by Chief Eul and seconded by Chief Antenore to enter into closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body 5 ILCS 120/2(c)(1).

Motion passed unanimously. The Board entered into closed session at 9:19 A.M.

A motion was made by Chief Keegan and seconded by Chief Deicke to return to open session. Motion passed unanimously. Board returned to open session at 10:00 A.M.

Adjournment:

With no further business to discuss, Chief Rollins motioned to adjourn the meeting. Chief Passarelli seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 10:01 A.M.

Next Meeting:

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, March 13, 2019 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez

Tri-Com Administrative Assistant

Tri-Com Central Dispatch
BOARD OF DIRECTORS

Special Meeting Minutes from January 23, 2019

Chairman Deicke called the special meeting to order at 8:00 A.M. at the Tri-Com Central Dispatch training room.

Roll Call:

Members Present:

St. Charles: Chief Jim Keegan, Chief Joe Schelstreet, Alderman William Turner
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno
Batavia: Chief Dan Eul, Chief Randy Deicke
South Elgin: Chief Jerry Krawczyk (8:04)
Contracted Agencies: Chief Pat Rollins (8:15)

Members Absent:

St. Charles: None
Geneva: None
Batavia: Alderman Susan Stark
South Elgin: None
Contracted Agencies: None

Others Present:

Nicole Lamela, Director, Tri-Com
Sarah Stoffa, Deputy Director, Tri-Com
Shevon Sherod-Ramirez, Administrative Assistant, Tri-Com

All other attendees listed on sign in sheet.

OPEN SESSION

Discussion of Intergovernmental Agreement Revision Draft:

Chief Schelstreet moved to discuss the Intergovernmental Revision Draft prior to budget approval. Chief Passarelli seconded the motion. Motion passed unanimously.

Chief Schelstreet reported that when Aurora dispatch left the Kane County ETSB an agreement was signed that would allocate funds to Aurora for specific zip codes. Funds are distributed by zip code. The state does not share the information on how these funds are distributed. Naperville did not sign

the agreement. The funds that should have gone to Aurora did not and were coming to the Kane County ETSB instead of Naperville/Aurora. The state is withholding \$46,200 until they figure this out.

Tri-Com's budget was based on the estimated fees. The amount that was going to reserves is almost equal to the amount of money that will be due to Aurora.

Chief Antenore asked how many months of payments were received. Chief Schelstreet stated that they are unsure, but estimating about \$400-\$500,000.

Chief Deicke asked why we are obligated if they didn't sign it. Chief Schelstreet stated that there will be a negotiation process with Aurora. If Aurora goes to the state, there is a chance the state will withhold funds to be paid. Chief Deicke stated that it was not our fault and it should just be paid going forward. Chief Eul stated that it is not our money and we should just figure out what is owed to Aurora. Chief Schelstreet stated that he won't advocate for keeping money that isn't ours.

Director Lamela stated that at the end of this fiscal year, she will set aside \$1.3 million over the 3 months operating expenses. After the reserves for fire, this will leave \$989,000.

Chief Schelstreet stated that the budget can be passed as is knowing that it will change next year or we can change the budget which will change the dispatch fees.

Chief Keegan stated that the funds received are trending up. If we take this out of the equation, where would we be? Director Lamela stated that we are at \$2.4 million with the trends putting us at about \$2.7 million. The funds coming in will be \$20-30,000 less.

Rita Kruse asked if Aurora paid their portion of the bonds when they left. Chief Schelstreet stated that there was discussion at the ETSB about this and they need to check. There was a consensus that the ETSB members ask for the payment to be done over time.

Chief Eul asked if we were confident that the numbers owed are correct. Chief Schelstreet stated that it is all in the state's hands. He said that this is another reason to consolidate. The larger agency gets a larger voice.

Approval of FY2019-2020 Budget:

Motion to approve FY2019-2020 Budget was made by Alderman Turner and seconded by Chief Antenore. Motion passed unanimously by roll call vote.

Other Items:

Director Lamela introduced Andrew Kunstler, Tri-Com Supervisor, who is the newly elected union President. Mr. Kunstler stated that he would like to work on some issues. The other union representatives are: Lisa Classen - Vice President, Signe Thomas – Secretary, and Kelly Davis – Steward.

Adjournment:

With no further business to discuss, Chief Schelstreet motioned to adjourn the meeting. Chief Eul seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 8:40 A.M.

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, March 13, 2019 at 8:00 A.M. at Tri-Com, 3823 Karl Madsen Dr. in St. Charles.

Respectfully submitted,

Shevon Sherod-Ramirez

Tri-Com Administrative Assistant



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	December 31, 2018 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	March 13, 2019		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting _____
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	YES
			NO
<i>If NO, please explain how the item will be funded: N/A</i>			
Executive Summary:			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2019 through December 31, 2018 including Comments on the Financial Statements are presented.			
Voting Requirements:			
<i>This motion requires a simple majority vote.</i>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Comments on the Financial Statements • December 31, 2018 Financial Report • Investment Schedule at December 31, 2018 • Accounts Payable by G/L Distribution Report for December 2018 • Wireless 911 Revenue Graphs 			
Recommendation / Suggested Action: <i>(briefly explain)</i>			
Staff recommends acceptance of the December 2018 Financial Reports as presented.			



MEMO

Date: March 13, 2019
To: Tri-Com Board of Directors
From: Shevon Sherod-Ramirez, Administrative Assistant
Re: Financial Statement Analysis – December 31, 2018

We are currently 66.67% through the fiscal year.

Revenue Analysis:

As of the period ending December 31, 2018, \$3,563,210 has been received. This accounts for approximately 66% of the Fiscal Year 2019 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$1,964,137 or 145% of the budget has been received. Due to Kane ETSB allocation coupled with the 100% increase in 911 fees paid by phone subscribers, the monthly fee averages \$250,000.

Dispatch Services: The third of three quarterly payments were billed in November. Three quarters of the total revenue has been billed and all members have paid on-time.

Other Revenues: Total receipts in December were \$2,911 in Other Revenues. This category consists of Interest Income, Reimbursements (mainly from Kane ETSB) and Miscellaneous Revenue.

Expenditure Analysis – General Fund:

As of December 31, expenditures totaled \$3,284,705 or 61% of the amended budget of \$5,388,713. Please see the attached Income Statement report for the detail by division. Personal Services accounts for 83% of the total budget and are within the budgeted amounts.

Tri-Com Central Dispatch
Balance Sheet
As of December 31, 2018

Classification	Current YTD Balance
ASSETS	
<i>Current Assets</i>	
Cash & Investments	3,014,331
<i>Current Assets Totals</i>	3,014,331
<i>Current Receivables</i>	
A/R Invoicing	2,839
Other Receivables	0
<i>Current Receivables Totals</i>	2,839
Intergovernmental Receivables	242,578
ASSETS TOTALS	3,259,748
LIABILITIES AND FUND EQUITY	
LIABILITIES	
<i>Current Liabilities</i>	
Accounts Payable	3,114
Deferred Revenue	174,418
Compensated Absences	234,185
<i>Current Liabilities Totals</i>	411,717
LIABILITIES TOTALS	411,717
FUND EQUITY	
Fund Balance	2,569,526
APRIL 30, 2018 FUND BALANCE	2,569,526
Fund Revenues	(3,563,210)
Fund Expenses	3,284,705
CURRENT FUND BALANCE	2,848,031
LIABILITIES AND FUND EQUITY	3,259,748

Tri-Com Central Dispatch
Income Statement
For the period ending December 31, 2018

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
REVENUE					
<i>Intergovernmental Revenues</i>					
Wireless 911	1,355,524	236,982	1,964,137	(608,613)	145%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>1,355,524</u>	<u>236,982</u>	<u>1,964,137</u>	<u>(608,613)</u>	<u>145%</u>
<i>Service Charges</i>					
Dispatch Services	2,030,382	0	1,522,863	507,519	75%
<i>Service Charges Totals</i>	<u>2,030,382</u>	<u>0</u>	<u>1,522,863</u>	<u>507,519</u>	<u>75%</u>
<i>Other Revenues</i>					
Interest Income	12,000	2,736	24,947	(12,947)	208%
Reimbursed Expenditures	5,250	0	3,638	1,612	69%
Miscellaneous	47,440	175	47,625	(185)	100%
<i>Other Revenues Totals</i>	<u>64,690</u>	<u>2,911</u>	<u>76,210</u>	<u>(11,520)</u>	<u>118%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	887,430	0	0	887,430	0%
Reappropriation	1,065,000	0	0	1,065,000	0%
<i>Other Financing Sources Totals</i>	<u>1,952,430</u>	<u>0</u>	<u>0</u>	<u>1,952,430</u>	<u>0%</u>
REVENUE TOTALS	<u>5,403,026</u>	<u>239,893</u>	<u>3,563,210</u>	<u>1,839,816</u>	<u>66%</u>
EXPENSE					
<i>Administration</i>					
Personnel Services	520,111	42,281	332,455	187,656	64%
Contractual Services	103,375	6,202	71,950	31,425	70%
Commodities	2,500	21	2,113	387	85%
Total	<u>625,986</u>	<u>48,504</u>	<u>406,518</u>	<u>219,468</u>	<u>65%</u>
<i>Operations</i>					
Personnel Services	2,071,030	177,816	1,403,673	667,357	68%
Contractual Services	569,867	49,513	423,722	146,145	74%
Commodities	28,500	1,125	14,929	13,571	52%
Capital Outlay	0	0	25	(25)	0%
Other Expenditures	1,200	175	994	206	83%
Total	<u>2,670,597</u>	<u>228,629</u>	<u>1,843,343</u>	<u>827,254</u>	<u>69%</u>
<i>Debt Service</i>					
Debt Service	0	0	0	0	0%
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	1,932,930	2,979	1,034,844	898,087	54%
Other Expenditures	159,200	0	0	159,200	0%
Total	<u>2,092,130</u>	<u>2,979</u>	<u>1,034,844</u>	<u>1,057,287</u>	<u>49%</u>
EXPENSE TOTALS	<u>5,388,713</u>	<u>280,113</u>	<u>3,284,705</u>	<u>2,104,008</u>	<u>61%</u>
Fund 100 - General Fund Totals					
REVENUE TOTALS	5,403,026	239,893	3,563,210	1,839,816	66%
EXPENSE TOTALS	5,388,713	280,113	3,284,705	2,104,008	61%
Fund 100 - General Fund Net Gain (Loss)	14,313	(40,220)	278,505	264,192	

City of Geneva
Investments - Tri-Com
December 31, 2018

Purchase Date	CUSIP	Maturity Date	Description	Rate/ Yield	Cost	Fair Value/Market	Par Value/Face
Certificates of Deposit							
4/16/2018	252739	4/16/2019	CD - Beverly Bank & Trust Co	2.050%	244,900.00	244,900.00	249,920.45
4/16/2018	252738	4/16/2019	CD - Schaumburg B&TC/Advantage	2.050%	244,900.00	244,900.00	249,920.45
					<u>\$ 489,800.00</u>	<u>\$ 489,800.00</u>	<u>\$ 499,840.90</u>
U.S. Treasury							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	245,702.50	245,849.61
					<u>\$ 246,428.86</u>	<u>\$ 245,702.50</u>	<u>\$ 245,849.61</u>
U.S. Agencies							
					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
					<u>\$ 736,228.86</u>	<u>\$ 735,502.50</u>	<u>\$ 745,690.51</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 236 - Tri-Com										
Department 85 - Dispatch Services										
Division 41 - Administration										
Program 00 - General										
Account 521.10 - Group Insurance FSA Administration										
1190 - INFINSOURCE BENEFITS SERVICES	90290579	FBA Monthly Adm Fee - Oct 2018	Paid by EFT # 11623		11/09/2018	12/17/2018	12/21/2018	11/30/2018	12/21/2018	5.00
							Account 521.10 - Group Insurance FSA Administration Totals		Invoice Transactions 1	<u>\$5.00</u>
Account 521.25 - Group Insurance Life										
1062 - STANDARD INSURANCE COMPANY	120118	Life Insurance Premium - December 2018	Paid by EFT # 11462		12/01/2018	12/17/2018	12/21/2018	11/30/2018	12/21/2018	49.64
							Account 521.25 - Group Insurance Life Totals		Invoice Transactions 1	<u>\$49.64</u>
Account 541 - Accounting & Auditing Service										
4493 - BAKER TILLY VIRCHOW KRAUSE LLP	BT1329247	Auditing Services	Paid by EFT # 11415		10/30/2018	12/03/2018	12/07/2018	11/05/2018	12/07/2018	500.00
							Account 541 - Accounting & Auditing Service Totals		Invoice Transactions 1	<u>\$500.00</u>
Account 543 - Legal Service										
1013 - CLARK BAIRD SMITH LLP	10500	Legal Service Fees - Labor	Paid by Check # 153378		10/31/2018	12/03/2018	12/07/2018	11/08/2018	12/07/2018	1,640.00
1013 - CLARK BAIRD SMITH LLP	10626	Legal Fees	Paid by Check # 153450		11/30/2018	12/17/2018	12/21/2018	12/04/2018	12/21/2018	616.25
							Account 543 - Legal Service Totals		Invoice Transactions 2	<u>\$2,256.25</u>
Account 561.05 - Postage General										
2243 - SHEVON SHEROD-RAMIREZ	Sher111518	Reimburse Mileage & Postage	Paid by EFT # 11447		11/15/2018	12/03/2018	12/07/2018	11/15/2018	12/07/2018	7.25
							Account 561.05 - Postage General Totals		Invoice Transactions 1	<u>\$7.25</u>
Account 562 - Telephone										
1233 - VERIZON WIRELESS	9818838013	Wireless Phone - Nov 2018	Paid by EFT # 11408		11/21/2018	12/03/2018	11/26/2018	11/27/2018	11/26/2018	107.02
							Account 562 - Telephone Totals		Invoice Transactions 1	<u>\$107.02</u>
Account 572 - Travel & Meals										
3614 - KRISTINA ROHRBACH	Rohr111618	Reimburse Mileage Meeting	Paid by EFT # 11446		11/16/2018	12/03/2018	12/07/2018	11/16/2018	12/07/2018	9.48
2243 - SHEVON SHEROD-RAMIREZ	Sher111518	Reimburse Mileage & Postage	Paid by EFT # 11447		11/15/2018	12/03/2018	12/07/2018	11/15/2018	12/07/2018	20.11
2243 - SHEVON SHEROD-RAMIREZ	SHER120518	Reimbursement Mileage & Janitorial Supplies	Paid by EFT # 11643		12/05/2018	12/17/2018	12/21/2018	12/05/2018	12/21/2018	14.50
							Account 572 - Travel & Meals Totals		Invoice Transactions 3	<u>\$44.09</u>
Account 573 - Training & Professional Development										
1622 - ILLINOIS GOVERNMENT FINANCE OFFICERS ASSOCIATION	111518	Training	Paid by EFT # 11558		11/15/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	125.00
							Account 573 - Training & Professional Development Totals		Invoice Transactions 1	<u>\$125.00</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 236 - Tri-Com										
Department 85 - Dispatch Services										
Division 41 - Administration										
Program 00 - General										
Account 595.05 - Rentals Copier										
1169 - GORDON FLESCH CO INC	IN12443675	Copier Maintenance	Paid by EFT # 11619		11/20/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	156.15
							Account 595.05 - Rentals Copier Totals		Invoice Transactions 1	<u>\$156.15</u>
Account 599 - Other Contractual Services										
1304 - CITY OF GENEVA	2019-08008009	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 11384		11/13/2018	12/03/2018	10/31/2018	11/16/2018	11/16/2018	3,044.23
1304 - CITY OF GENEVA	2019-08008008	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 11386		11/13/2018	12/03/2018	05/31/2018	11/16/2018	11/16/2018	2,259.41
1304 - CITY OF GENEVA	2019-08008010	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 11562		12/07/2018	12/17/2018	11/30/2018	12/10/2018	12/07/2018	3,044.25
							Account 599 - Other Contractual Services Totals		Invoice Transactions 3	<u>\$8,347.89</u>
Account 631.05 - Clothing Allowance										
1197 - LANDS END BUSINESS OUTFITTERS	SIN6854442	Uniform Order	Paid by EFT # 11625		11/06/2018	12/17/2018	12/21/2018	11/19/2018	12/21/2018	20.95
							Account 631.05 - Clothing Allowance Totals		Invoice Transactions 1	<u>\$20.95</u>
							Program 00 - General Totals		Invoice Transactions 16	<u>\$11,619.24</u>
							Division 41 - Administration Totals		Invoice Transactions 16	<u>\$11,619.24</u>
Division 86 - Operations										
Program 00 - General										
Account 521.10 - Group Insurance FSA Administration										
1190 - INFINISOURCE BENEFITS SERVICES	90290579	FBA Monthly Adm Fee - Oct 2018	Paid by EFT # 11623		11/09/2018	12/17/2018	12/21/2018	11/30/2018	12/21/2018	35.00
							Account 521.10 - Group Insurance FSA Administration Totals		Invoice Transactions 1	<u>\$35.00</u>
Account 521.25 - Group Insurance Life										
1062 - STANDARD INSURANCE COMPANY	120118	Life Insurance Premium - December 2018	Paid by EFT # 11462		12/01/2018	12/17/2018	12/21/2018	11/30/2018	12/21/2018	231.37
							Account 521.25 - Group Insurance Life Totals		Invoice Transactions 1	<u>\$231.37</u>
Account 531.05 - Maintenance Service Building										
4088 - MARK MARZETTA	Marz110518	Reimburse Paint & Computer Parts	Paid by EFT # 11435		11/05/2018	12/03/2018	12/07/2018	11/05/2018	12/07/2018	54.01
1271 - FOX VALLEY FIRE & SAFETY	IN00217828	Elevator Smoke Alarm Repair	Paid by EFT # 11615		11/09/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	383.00
1531 - SKIRMONT MECHANICAL CONTRACTORS INC	181049	Replace Check Valves Sump Pump	Paid by Check # 153510		11/20/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	4,856.00
							Account 531.05 - Maintenance Service Building Totals		Invoice Transactions 3	<u>\$5,293.01</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 531.10 - Maintenance Service Equipment											
2392 - MINER ELECTRONICS CORPORATION	266789	Replace UPS Microwave Prestbury	Paid by EFT # 11630		11/29/2018	12/17/2018	12/21/2018	12/04/2018	12/21/2018	1,475.00	
2428 - RADICOM BUSINESS COMMUNICATIONS SYSTEMS	104594	Repair Microwave Link	Paid by Check # 153503		12/04/2018	12/17/2018	12/21/2018	12/05/2018	12/21/2018	675.00	
									Account 531.10 - Maintenance Service Equipment Totals	Invoice Transactions 2	\$2,150.00
Account 531.40 - Maintenance Service Computer Software											
3153 - SENDGRID	INV03621240	Email Relay Service	Paid by EFT # 11552		11/01/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	19.95	
3575 - SUPERION	218225	One Solution Mobiles Management Install	Paid by EFT # 11651		11/07/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	2,800.00	
									Account 531.40 - Maintenance Service Computer Software Totals	Invoice Transactions 2	\$2,819.95
Account 544 - Medical Service											
1076 - TYLER MEDICAL SERVICES	402002	Pre-Employment Drug Screen & Physical	Paid by EFT # 11658		11/14/2018	12/17/2018	12/21/2018	11/21/2018	12/21/2018	141.00	
									Account 544 - Medical Service Totals	Invoice Transactions 1	\$141.00
Account 546 - Janitorial Service											
3346 - CITYWIDE BUILDING MAINTENANCE	30392	Cleaning Services - December 2018	Paid by EFT # 11606		12/01/2018	12/17/2018	12/21/2018	12/04/2018	12/21/2018	1,643.92	
									Account 546 - Janitorial Service Totals	Invoice Transactions 1	\$1,643.92
Account 559 - Other Professional Services											
4530 - BACKGROUNDS ONLINE	508146	Applicant Background Check	Paid by EFT # 11551		11/01/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	239.85	
2166 - CONRAD POLYGRAPH INC	3185	Pre-Employment Polygraph	Paid by EFT # 11608		11/30/2018	12/17/2018	12/21/2018	12/03/2018	12/21/2018	130.00	
4135 - DIRECTV	35486342626	Satellite TV Service	Paid by Check # 153456		11/26/2018	12/17/2018	12/21/2018	12/04/2018	12/21/2018	63.99	
									Account 559 - Other Professional Services Totals	Invoice Transactions 3	\$433.84
Account 562 - Telephone											
1004 - CALL ONE	TriCom111518	Phone Service	Paid by EFT # 11420		11/15/2018	12/03/2018	12/07/2018	11/14/2018	12/07/2018	29,797.89	
									Account 562 - Telephone Totals	Invoice Transactions 1	\$29,797.89
Account 565 - Internet											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1909808	LEADS & Internet Service	Paid by Check # 153512		11/13/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	1,027.71	
									Account 565 - Internet Totals	Invoice Transactions 1	\$1,027.71
Account 572 - Travel & Meals											
4665 - BOSTON MARKET # 1823	970412464996	Thanksgiving Meals for Working Staff	Paid by EFT # 11560		11/22/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	218.54	
									Account 572 - Travel & Meals Totals	Invoice Transactions 1	\$218.54



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 573 - Training & Professional Development											
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	111418	IDPH Certification for EMD	Paid by Check # 153393		11/28/2018	12/03/2018	12/07/2018	11/27/2018	12/07/2018	30.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	112818	IDPH Certification for EMD	Paid by Check # 153393		11/27/2018	12/03/2018	12/07/2018	11/27/2018	12/07/2018	30.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	112718	IDPH Certification for EMD	Paid by Check # 153393		11/27/2018	12/03/2018	12/07/2018	11/27/2018	12/07/2018	30.00	
1601 - PROFILE EVALUATIONS INC	12-8150	Applicant Evaluation Tests	Paid by Check # 153417		10/25/2018	12/03/2018	12/07/2018	10/29/2018	12/07/2018	1,895.25	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	180829	IDPH Recertification	Paid by EFT # 11548		11/14/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	40.00	
3281 - ILLINOIS DEPARTMENT OF PUBLIC HEALTH	180829-1	Convenience Fees	Paid by EFT # 11549		11/14/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	2.00	
									Account 573 - Training & Professional Development Totals	Invoice Transactions 6	<u>2,027.25</u>
Account 581.05 - Utilities Electric											
1005 - CITY OF ST CHARLES	Tricom111418	Utilities - Electricity & Sewer	Paid by Check # 153377		11/14/2018	12/03/2018	12/07/2018	11/14/2018	12/07/2018	2,344.29	
									Account 581.05 - Utilities Electric Totals	Invoice Transactions 1	<u>2,344.29</u>
Account 581.10 - Utilities Natural Gas											
1373 - NICOR GAS 0632	8152828017/1119	Gas Services - 1850 South St	Paid by Check # 153495		11/20/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	60.29	
1373 - NICOR GAS 0632	9305123193/1118	Gas Services - 3823 Karl Madsen Dr	Paid by Check # 153495		11/27/2018	12/17/2018	12/21/2018	12/03/2018	12/21/2018	241.16	
									Account 581.10 - Utilities Natural Gas Totals	Invoice Transactions 2	<u>301.45</u>
Account 581.20 - Utilities Water/Sewer											
1005 - CITY OF ST CHARLES	Tricom111418	Utilities - Electricity & Sewer	Paid by Check # 153377		11/14/2018	12/03/2018	12/07/2018	11/14/2018	12/07/2018	53.66	
									Account 581.20 - Utilities Water/Sewer Totals	Invoice Transactions 1	<u>53.66</u>
Account 595.95 - Rentals Miscellaneous											
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1909808	LEADS & Internet Service	Paid by Check # 153512		11/13/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	580.00	
									Account 595.95 - Rentals Miscellaneous Totals	Invoice Transactions 1	<u>580.00</u>
Account 599 - Other Contractual Services											
1774 - MOTOROLA SOLUTIONS INC	388879282018	Starcom Radio Usage	Paid by EFT # 11438		11/01/2018	12/03/2018	12/07/2018	11/09/2018	12/07/2018	44.00	
3277 - FASTSPRING TYPING MASTER	TYP1811103618221	Applicant Typing Test	Paid by EFT # 11554		11/10/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	49.00	
4624 - GOVTEMPSUSA LLC	2660768	Human Resource Consultant 2 Hours	Paid by Check # 153471		11/15/2018	12/17/2018	12/21/2018	11/19/2018	12/21/2018	182.00	



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 599 - Other Contractual Services											
4624 - GOVTEMPSUSA LLC	2665766	Human Resource Consultant 2 Hours	Paid by Check # 153471		11/22/2018	12/17/2018	12/21/2018	11/27/2018	12/21/2018	182.00	
								Account 599 - Other Contractual Services Totals		Invoice Transactions 4	\$457.00
Account 621 - Office Supplies											
1600 - 123INKJETS.COM	25481628	Toner Cartridge	Paid by EFT # 11542		10/26/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	95.61	
1647 - HOBBY LOBBY	2715	Chalkboards & Markers	Paid by EFT # 11556		11/12/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	101.96	
1031 - OFFICE DEPOT	224080277-001	Office Supplies - TriCom	Paid by EFT # 11543		10/29/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	109.41	
1031 - OFFICE DEPOT	110918	Office Supplies - TriCom	Paid by EFT # 11545		11/09/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	22.66	
1031 - OFFICE DEPOT	228084047-001	Office Supplies - TriCom	Paid by EFT # 11553		11/06/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	63.98	
1031 - OFFICE DEPOT	74597064	Cork Board	Paid by EFT # 11555		11/12/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	20.23	
								Account 621 - Office Supplies Totals		Invoice Transactions 6	\$413.85
Account 624.95 - Operating Supplies Other Operating Supplies											
2426 - NICOLE LAMELA	Lame111318	Reimbursement - Staff Recognition	Paid by Check # 153404		11/13/2018	12/03/2018	12/07/2018	11/13/2018	12/07/2018	53.26	
1597 - AMAZON	1130248254743	Shelves	Paid by EFT # 11544		11/01/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	59.18	
1956 - HARTFORD BADGES	56918	ID Badge	Paid by EFT # 11550		10/30/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	17.50	
1647 - HOBBY LOBBY	5113	Holiday Decorations	Paid by EFT # 11559		11/23/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	26.84	
3994 - CENTURY SPRINGS	2055735	Water Service	Paid by Check # 153448		11/09/2018	12/17/2018	12/21/2018	12/03/2018	12/21/2018	58.60	
3994 - CENTURY SPRINGS	2067871	Water Service	Paid by Check # 153448		11/27/2018	12/17/2018	12/21/2018	12/03/2018	12/21/2018	65.55	
								Account 624.95 - Operating Supplies Other Operating Supplies Totals		Invoice Transactions 6	\$280.93
Account 626 - Janitorial Supplies											
1252 - LOWE'S	910221	Janitorial Supplies	Paid by Check # 153406		10/02/2018	12/03/2018	12/07/2018	10/02/2018	12/07/2018	49.32	
1597 - AMAZON	1132389521335	Trash Bin	Paid by EFT # 11541		10/30/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	59.98	



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 626 - Janitorial Supplies											
2243 - SHEVON SHEROD-RAMIREZ	SHER120518	Reimbursement Mileage & Janitorial Supplies	Paid by EFT # 11643		12/05/2018	12/17/2018	12/21/2018	12/05/2018	12/21/2018	7.16	
									Account 626 - Janitorial Supplies Totals	Invoice Transactions 3	<u>\$116.46</u>
Account 631.05 - Clothing Allowance											
1197 - LANDS END BUSINESS OUTFITTERS	SIN6894352	Uniform Order	Paid by EFT # 11625		11/17/2018	12/17/2018	12/21/2018	11/28/2018	12/21/2018	751.10	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847108	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(62.95)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847111	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(132.83)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847118	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(27.65)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847122	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(40.95)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847125	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(46.55)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847128	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(34.74)	
1197 - LANDS END BUSINESS OUTFITTERS	SCR847133	Uniform Returns - Credit	Paid by EFT # 11625		11/12/2018	12/17/2018	12/21/2018	11/25/2018	12/21/2018	(91.58)	
									Account 631.05 - Clothing Allowance Totals	Invoice Transactions 8	<u>\$313.85</u>
Account 917 - Employee Awards											
4669 - SAMANTHA MCMEEN	Tricom1	Shirts	Paid by EFT # 11628		11/26/2018	12/17/2018	12/21/2018	12/06/2018	12/21/2018	175.00	
									Account 917 - Employee Awards Totals	Invoice Transactions 1	<u>\$175.00</u>
									Program 00 - General Totals	Invoice Transactions 56	<u>\$50,855.97</u>
Program 95 - Capital Outlay											
Account 820 - Machinery & Equipment											
1252 - LOWE'S	979572	Kitchen Renovation Flooring Paint	Paid by Check # 153406		10/03/2018	12/03/2018	12/07/2018	10/03/2018	12/07/2018	2,589.73	
1252 - LOWE'S	902978	Kitchen Renovation Supplies	Paid by Check # 153406		10/26/2018	12/03/2018	12/07/2018	10/26/2018	12/07/2018	146.17	
1597 - AMAZON	1134675208933	Headset	Paid by EFT # 11546		11/13/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	49.55	
1597 - AMAZON	1136105455721	Headset Battery	Paid by EFT # 11547		11/13/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	101.97	

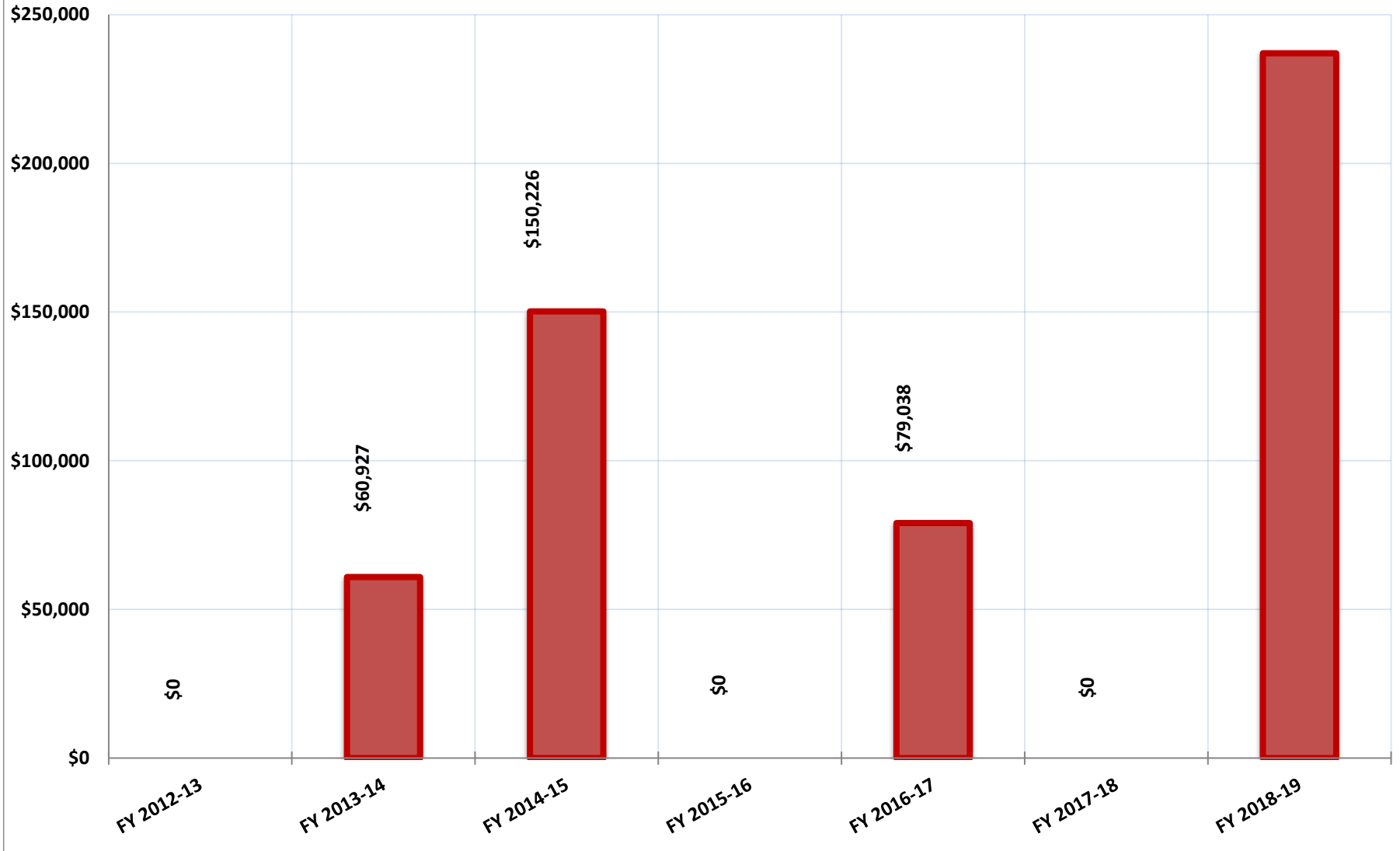


Accounts Payable by G/L Distribution Report

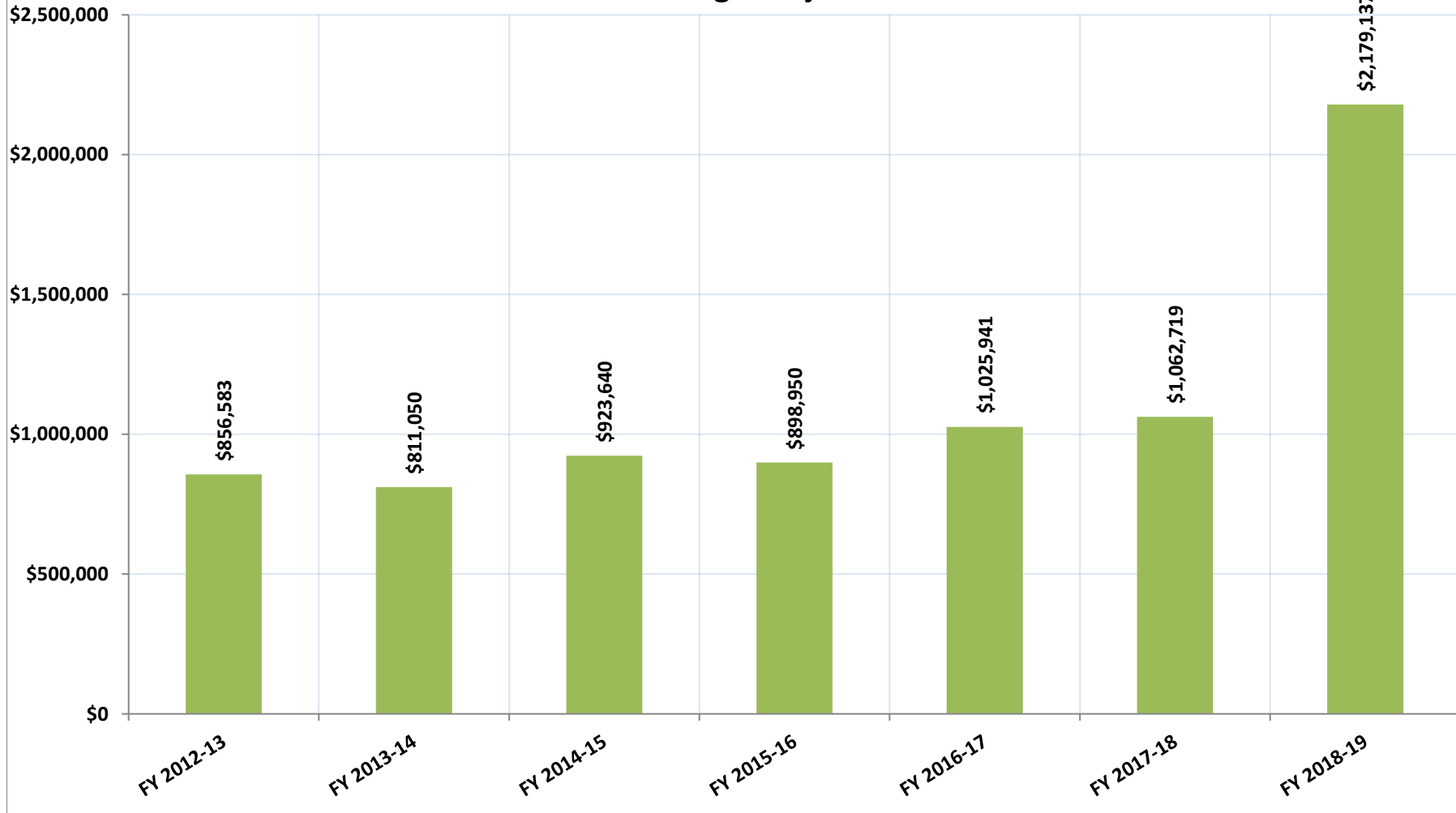
Invoice Due Date Range 12/01/18 - 12/31/18

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 95 - Capital Outlay											
Account 820 - Machinery & Equipment											
1597 - AMAZON	1130988715184	Keyboard	Paid by EFT #		11/13/2018	12/17/2018	12/21/2018	11/27/2018	12/24/2018	36.99	
	583		11557								
									Account 820 - Machinery & Equipment Totals	Invoice Transactions 5	\$2,924.41
Account 835 - Computer Equipment											
4088 - MARK MARZETTA	Marz110518	Reimburse Paint & Computer Parts	Paid by EFT #		11/05/2018	12/03/2018	12/07/2018	11/05/2018	12/07/2018	54.98	
			11435								
									Account 835 - Computer Equipment Totals	Invoice Transactions 1	\$54.98
									Program 95 - Capital Outlay Totals	Invoice Transactions 6	\$2,979.39
									Division 86 - Operations Totals	Invoice Transactions 62	\$53,835.36
									Department 85 - Dispatch Services Totals	Invoice Transactions 78	\$65,454.60
									Fund 236 - Tri-Com Totals	Invoice Transactions 78	\$65,454.60
									Grand Totals	Invoice Transactions 78	\$65,454.60

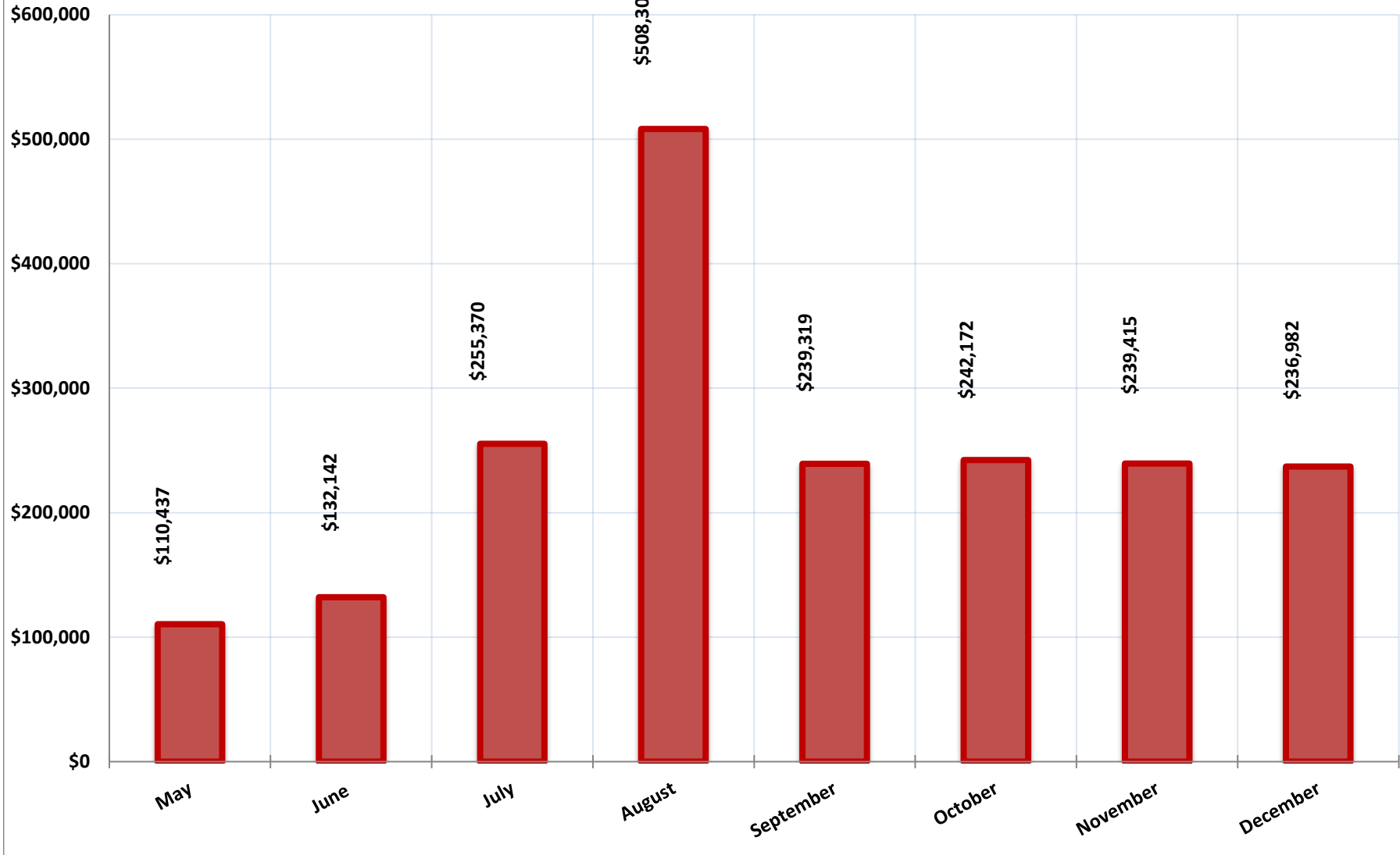
**Tri-Com Central Dispatch
Wireless 911 Revenue
Monthly Comparison for December
FY 2012-13 Through 2018-19**



**Tri-Com Central Dispatch
Wireless 911 Revenue
Annual Comparison
FY 2012-13 Through Projected 2018-19**



**Tri-Com Central Dispatch
Wireless 911 Revenue
Monthly Revenue
FY 2018-19**





AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	January 31, 2019 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	March 13, 2019		
<i>Please Check Appropriate Box:</i>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting _____
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	YES
			NO
<i>If NO, please explain how the item will be funded: N/A</i>			
Executive Summary:			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2019 through January 31, 2019 including Comments on the Financial Statements are presented.			
Voting Requirements:			
<i>This motion requires a simple majority vote.</i>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Comments on the Financial Statements • January 31, 2019 Financial Report • Investment Schedule at January 31, 2019 • Accounts Payable by G/L Distribution Report for January 2019 • Wireless 911 Revenue Graphs 			
Recommendation / Suggested Action: <i>(briefly explain)</i>			
Staff recommends acceptance of the January 2019 Financial Reports as presented.			



MEMO

Date: March 13, 2019

To: Tri-Com Board of Directors

From: Shevon Sherod-Ramirez, Administrative Assistant

Re: Financial Statement Analysis – January 31, 2019

We are currently 75% through the fiscal year.

Revenue Analysis:

As of the period ending January 31, 2019, \$3,567,502 has been received. This accounts for approximately 66% of the Fiscal Year 2019 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$1,964,137 or 145% of the budget has been received. Due to Kane ETSB allocation coupled with the 100% increase in 911 fees paid by phone subscribers, the monthly fee averages \$250,000.

Dispatch Services: The third of three quarterly payments were billed in November. Three quarters of the total revenue has been billed and all members have paid on-time.

Other Revenues: Total receipts in January were \$4,292 in Other Revenues. This category consists of Interest Income, Reimbursements (mainly from Kane ETSB) and Miscellaneous Revenue.

Expenditure Analysis – General Fund:

As of January 31, expenditures totaled \$3,552,169 or 66% of the amended budget of \$5,388,713. Please see the attached Income Statement report for the detail by division. Personal Services accounts for 83% of the total budget and are within the budgeted amounts.

Tri-Com Central Dispatch
Balance Sheet
As of January 31, 2019

Classification	Current YTD Balance
ASSETS	
<i>Current Assets</i>	
Cash & Investments	2,751,045
<i>Current Assets Totals</i>	2,751,045
<i>Current Receivables</i>	
A/R Invoicing	2,839
Other Receivables	0
<i>Current Receivables Totals</i>	2,839
Intergovernmental Receivables	242,578
ASSETS TOTALS	2,996,462
LIABILITIES AND FUND EQUITY	
LIABILITIES	
<i>Current Liabilities</i>	
Accounts Payable	3,000
Deferred Revenue	174,418
Compensated Absences	234,185
<i>Current Liabilities Totals</i>	411,603
LIABILITIES TOTALS	411,603
FUND EQUITY	
Fund Balance	2,569,526
APRIL 30, 2018 FUND BALANCE	2,569,526
Fund Revenues	(3,567,502)
Fund Expenses	3,552,169
CURRENT FUND BALANCE	2,584,859
LIABILITIES AND FUND EQUITY	2,996,462

Tri-Com Central Dispatch
Income Statement
For the period ending January 31, 2019

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
REVENUE					
<i>Intergovernmental Revenues</i>					
Wireless 911	1,355,524	0	1,964,137	(608,613)	145%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>1,355,524</u>	<u>0</u>	<u>1,964,137</u>	<u>(608,613)</u>	<u>145%</u>
<i>Service Charges</i>					
Dispatch Services	2,030,382	0	1,522,863	507,519	75%
<i>Service Charges Totals</i>	<u>2,030,382</u>	<u>0</u>	<u>1,522,863</u>	<u>507,519</u>	<u>75%</u>
<i>Other Revenues</i>					
Interest Income	12,000	4,292	29,238	(17,238)	244%
Reimbursed Expenditures	5,250	0	3,638	1,612	69%
Miscellaneous	47,440	0	47,625	(185)	100%
<i>Other Revenues Totals</i>	<u>64,690</u>	<u>4,292</u>	<u>80,502</u>	<u>(15,812)</u>	<u>124%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	887,430	0	0	887,430	0%
Reappropriation	1,065,000	0	0	1,065,000	0%
<i>Other Financing Sources Totals</i>	<u>1,952,430</u>	<u>0</u>	<u>0</u>	<u>1,952,430</u>	<u>0%</u>
REVENUE TOTALS	<u>5,403,026</u>	<u>4,292</u>	<u>3,567,502</u>	<u>1,835,524</u>	<u>66%</u>
EXPENSE					
<i>Administration</i>					
Personnel Services	520,111	41,498	373,954	146,157	72%
Contractual Services	103,375	1,897	73,847	29,528	71%
Commodities	2,500	0	2,113	387	85%
Total	<u>625,986</u>	<u>43,395</u>	<u>449,913</u>	<u>176,073</u>	<u>72%</u>
<i>Operations</i>					
Personnel Services	2,071,030	177,704	1,581,377	489,653	76%
Contractual Services	569,867	42,574	466,295	103,572	82%
Commodities	28,500	704	15,633	12,867	55%
Capital Outlay	0	0	25	(25)	0%
Other Expenditures	1,200	0	994	206	83%
Total	<u>2,670,597</u>	<u>220,981</u>	<u>2,064,325</u>	<u>606,272</u>	<u>77%</u>
<i>Debt Service</i>					
Debt Service	0	0	0	0	0%
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	1,932,930	3,088	1,037,931	894,999	54%
Other Expenditures	159,200	0	0	159,200	0%
Total	<u>2,092,130</u>	<u>3,088</u>	<u>1,037,931</u>	<u>1,054,199</u>	<u>50%</u>
EXPENSE TOTALS	<u>5,388,713</u>	<u>267,464</u>	<u>3,552,169</u>	<u>1,836,544</u>	<u>66%</u>
Fund 100 - General Fund Totals					
REVENUE TOTALS	5,403,026	4,292	3,567,502	1,835,524	66%
EXPENSE TOTALS	5,388,713	267,464	3,552,169	1,836,544	66%
Fund 100 - General Fund Net Gain (Loss)	14,313	(263,172)	15,332	1,019	

City of Geneva
Investments - Tri-Com
January 31, 2019

Purchase Date	CUSIP	Maturity Date	Description	Rate/ Yield	Cost	Fair Value/Market	Par Value/Face
Certificates of Deposit							
4/16/2018	252739	4/16/2019	CD - Beverly Bank & Trust Co	2.050%	244,900.00	244,900.00	249,920.45
4/16/2018	252738	4/16/2019	CD - Schaumburg B&TC/Advantage	2.050%	244,900.00	244,900.00	249,920.45
1/10/2019	264823	7/3/2020	CD - Country Bank	2.811%	239,600.00	239,600.00	239,600.00
1/10/2019	264824	1/1/2020	CD - Landmark Community Bank	2.742%	243,100.00	243,100.00	243,100.00
					\$ 972,500.00	\$ 972,500.00	\$ 982,540.90
U.S. Treasury							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	246,875.00	245,849.61
					\$ 246,428.86	\$ 246,875.00	\$ 245,849.61
U.S. Agencies							
					\$ -	\$ -	\$ -
					\$ 1,218,928.86	\$ 1,219,375.00	\$ 1,228,390.51



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 01/01/19 - 01/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 41 - Administration											
Program 00 - General											
Account 521.10 - Group Insurance FSA Administration											
1190 - INFINSOURCE BENEFITS SERVICES	90310525	FBA Monthly Adm Fee- December 2018	Paid by EFT # 11879		12/09/2018	01/22/2019	01/24/2019	01/24/2019	01/24/2019	5.00	
								Account 521.10 - Group Insurance FSA Administration Totals		Invoice Transactions 1	<u>\$5.00</u>
Account 521.25 - Group Insurance Life											
1062 - STANDARD INSURANCE COMPANY	010119	Life Insurance Premium- January 2019	Paid by EFT # 11858		01/02/2019	01/22/2019	01/02/2019	01/24/2019	01/02/2019	49.64	
								Account 521.25 - Group Insurance Life Totals		Invoice Transactions 1	<u>\$49.64</u>
Account 543 - Legal Service											
1049 - RADOVICH LAW OFFICE, P.C.	3/120318	Legal Services Contracts	Paid by Check # 153596		12/03/2018	01/07/2019	01/09/2019	12/07/2018	01/09/2019	775.50	
								Account 543 - Legal Service Totals		Invoice Transactions 1	<u>\$775.50</u>
Account 562 - Telephone											
1233 - VERIZON WIRELESS	9820763840	Wireless Phone - Dec 2018	Paid by EFT # 11688		12/21/2018	01/07/2019	12/30/2018	01/02/2019	01/04/2019	107.02	
								Account 562 - Telephone Totals		Invoice Transactions 1	<u>\$107.02</u>
Account 571 - Dues & Subscriptions											
1111 - ELBURN & COUNTRYSIDE FIRE PROTECTION	Tricom121318	KC Fire Chiefs Membership Dues	Paid by Check # 153560		12/13/2018	01/07/2019	01/09/2019	12/13/2018	01/09/2019	40.00	
2111 - NATIONAL EMERGENCY NUMBER ASSOCIATION	300041816	Membership Dues	Paid by EFT # 11807		10/01/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	55.00	
2089 - NATIONAL PUBLIC EMPLOYER LABOR RELATIONS ASSOC	BQ1PFBD099OF	Membership Dues	Paid by EFT # 11802		12/20/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	230.00	
								Account 571 - Dues & Subscriptions Totals		Invoice Transactions 3	<u>\$325.00</u>
Account 573 - Training & Professional Development											
1605 - APCO INTERNATIONAL	575234	CCS Instructor Upgrade	Paid by EFT # 11815		12/19/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	159.00	
1605 - APCO INTERNATIONAL	574016	FSC Instructor Upgrade	Paid by EFT # 11816		12/06/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	159.00	
1605 - APCO INTERNATIONAL	574013	CTO Instructor Upgrade	Paid by EFT # 11817		12/06/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	159.00	
								Account 573 - Training & Professional Development Totals		Invoice Transactions 3	<u>\$477.00</u>
Account 595.05 - Rentals Copier											
1169 - GORDON FLESCH CO INC	IN12471697	Copier Maintenance	Paid by EFT # 11710		12/20/2018	01/07/2019	01/09/2019	12/26/2018	01/09/2019	212.15	
								Account 595.05 - Rentals Copier Totals		Invoice Transactions 1	<u>\$212.15</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 01/01/19 - 01/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund 236 - Tri-Com										
Department 85 - Dispatch Services										
Division 41 - Administration										
Program 00 - General										
Account 599 - Other Contractual Services										
1304 - CITY OF GENEVA	2019-08008011	COG General Fund Wages Chargeable to Tri-Com	Paid by EFT # 11850		01/15/2019	01/22/2019	12/31/2018	01/16/2019	01/15/2019	3,006.60
							Account 599 - Other Contractual Services Totals		Invoice Transactions 1	<u>\$3,006.60</u>
							Program 00 - General Totals		Invoice Transactions 12	<u>\$4,957.91</u>
							Division 41 - Administration Totals		Invoice Transactions 12	<u>\$4,957.91</u>
Division 86 - Operations										
Program 00 - General										
Account 521.10 - Group Insurance FSA Administration										
1190 - INFINSOURCE BENEFITS SERVICES	90310525	FBA Monthly Adm Fee- December 2018	Paid by EFT # 11879		12/09/2018	01/22/2019	01/24/2019	01/24/2019	01/24/2019	35.00
							Account 521.10 - Group Insurance FSA Administration Totals		Invoice Transactions 1	<u>\$35.00</u>
Account 521.25 - Group Insurance Life										
1062 - STANDARD INSURANCE COMPANY	010119	Life Insurance Premium- January 2019	Paid by EFT # 11858		01/02/2019	01/22/2019	01/02/2019	01/24/2019	01/02/2019	225.25
							Account 521.25 - Group Insurance Life Totals		Invoice Transactions 1	<u>\$225.25</u>
Account 531.05 - Maintenance Service Building										
4417 - ALLEGIANT FIRE PROTECTION	SO005299	Sprinkler & Fire Pump Inspection	Paid by Check # 153539		12/03/2018	01/07/2019	01/09/2019	12/21/2018	01/09/2019	650.00
4417 - ALLEGIANT FIRE PROTECTION	SO005571	Fire Extinguisher Inspection	Paid by Check # 153539		12/13/2018	01/07/2019	01/09/2019	12/21/2018	01/09/2019	64.00
1531 - SKIRMONT MECHANICAL CONTRACTORS INC	181133	Installed Sump Pump Check Valves	Paid by Check # 153603		12/20/2018	01/07/2019	01/09/2019	12/26/2018	01/09/2019	7,473.58
							Account 531.05 - Maintenance Service Building Totals		Invoice Transactions 3	<u>\$8,187.58</u>
Account 531.10 - Maintenance Service Equipment										
2592 - ILLINI POWER PRODUCTS	SWO021851-1	Repair Logan Generator	Paid by Check # 153570		12/08/2018	01/07/2019	01/09/2019	12/17/2018	01/09/2019	435.12
2592 - ILLINI POWER PRODUCTS	SWO021875-1	Repair Logan Generator	Paid by Check # 153570		12/14/2018	01/07/2019	01/09/2019	12/19/2018	01/09/2019	1,051.40
3575 - SUPERION	219499	CAD One Solution Project Management	Paid by EFT # 11733		11/30/2018	01/07/2019	01/09/2019	12/10/2018	01/09/2019	480.00
1080 - UNITED RADIO COMMUNICATIONS	103004301-1	Repair Indicator Lights PSAP	Paid by EFT # 11739		12/06/2018	01/07/2019	01/09/2019	12/10/2018	01/09/2019	199.00
							Account 531.10 - Maintenance Service Equipment Totals		Invoice Transactions 4	<u>\$2,165.52</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 01/01/19 - 01/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 531.30 - Maintenance Service Snow Removal											
1074 - TWIN OAKS LANDSCAPING	SR880596-0001	Snow Removal & Salt Application	Paid by Check # 153612		11/26/2018	01/07/2019	01/09/2019	12/17/2018	01/09/2019	460.00	
								Account 531.30 - Maintenance Service Snow Removal Totals		Invoice Transactions 1	<u>460.00</u>
Account 531.40 - Maintenance Service Computer Software											
1821 - GODADDY.COM	1408711943	Email Upgrade	Paid by EFT # 11806		12/04/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	9.54	
3153 - SENDGRID	INV03719656	Email Relay Service	Paid by EFT # 11804		12/01/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	19.95	
								Account 531.40 - Maintenance Service Computer Software Totals		Invoice Transactions 2	<u>\$29.49</u>
Account 546 - Janitorial Service											
3346 - CITYWIDE BUILDING MAINTENANCE	30664	Cleaning Services - January 2019	Paid by EFT # 11866		01/01/2019	01/22/2019	01/24/2019	12/31/2018	01/24/2019	1,643.92	
								Account 546 - Janitorial Service Totals		Invoice Transactions 1	<u>\$1,643.92</u>
Account 559 - Other Professional Services											
1220 - STANARD & ASSOCIATES INC	SA000039485	Pre-Employment Psychological Exam	Paid by Check # 153605		11/30/2018	01/07/2019	01/09/2019	12/07/2018	01/09/2019	395.00	
4530 - BACKGROUNDS ONLINE	509170	Online Background	Paid by EFT # 11805		11/30/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	159.90	
								Account 559 - Other Professional Services Totals		Invoice Transactions 2	<u>\$554.90</u>
Account 562 - Telephone											
1004 - CALL ONE	121518	Phone Service	Paid by EFT # 11699		12/15/2018	01/07/2019	01/09/2019	12/14/2018	01/09/2019	29,788.62	
								Account 562 - Telephone Totals		Invoice Transactions 1	<u>\$29,788.62</u>
Account 563.05 - Publishing Legal Notices											
1262 - SHAW MEDIA	1605093	Publishing Board Up Notice	Paid by Check # 153602		11/30/2018	01/07/2019	01/09/2019	12/07/2018	01/09/2019	61.74	
								Account 563.05 - Publishing Legal Notices Totals		Invoice Transactions 1	<u>\$61.74</u>
Account 573 - Training & Professional Development											
1005 - CITY OF ST CHARLES	IN6599	CPR Training	Paid by Check # 153551		12/20/2018	01/07/2019	01/09/2019	12/26/2018	01/09/2019	200.00	
1605 - APCO INTERNATIONAL	573806	CTO Student Manual	Paid by EFT # 11808		12/04/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	84.53	
1605 - APCO INTERNATIONAL	575151	PST Recertification	Paid by EFT # 11814		12/19/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	30.00	
								Account 573 - Training & Professional Development Totals		Invoice Transactions 3	<u>\$314.53</u>



Accounts Payable by G/L Distribution Report

Invoice Due Date Range 01/01/19 - 01/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 581.05 - Utilities Electric											
1005 - CITY OF ST CHARLES	Tricom121718	Utilities - Electric & Sewer	Paid by Check # 153551		12/17/2018	01/07/2019	01/09/2019	12/17/2018	01/09/2019	2,048.76	
									Account 581.05 - Utilities Electric Totals	Invoice Transactions 1	\$2,048.76
Account 581.10 - Utilities Natural Gas											
1373 - NICOR GAS 0632	8152828017/1218	Gas Services - 1850 South St	Paid by Check # 153587		12/20/2018	01/07/2019	01/09/2019	12/26/2018	01/09/2019	88.12	
									Account 581.10 - Utilities Natural Gas Totals	Invoice Transactions 1	\$88.12
Account 581.20 - Utilities Water/Sewer											
1005 - CITY OF ST CHARLES	Tricom121718	Utilities - Electric & Sewer	Paid by Check # 153551		12/17/2018	01/07/2019	01/09/2019	12/17/2018	01/09/2019	53.66	
									Account 581.20 - Utilities Water/Sewer Totals	Invoice Transactions 1	\$53.66
Account 599 - Other Contractual Services											
4624 - GOVTEMPSUSA LLC	2675113	Human Resource Consultant 1 Hour	Paid by Check # 153565		12/06/2018	01/07/2019	01/09/2019	12/11/2018	01/09/2019	91.00	
1774 - MOTOROLA SOLUTIONS INC	394371112018	Starcom Radio Usage	Paid by EFT # 11718		12/01/2018	01/07/2019	01/09/2019	12/11/2018	01/09/2019	44.00	
									Account 599 - Other Contractual Services Totals	Invoice Transactions 2	\$135.00
Account 621 - Office Supplies											
1597 - AMAZON	1134275894543223	Velcro	Paid by EFT # 11801		12/05/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	7.49	
1031 - OFFICE DEPOT	242313545-001	Office Supplies - TriCom	Paid by EFT # 11809		12/04/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	39.29	
1031 - OFFICE DEPOT	246965460-001	Office Supplies - TriCom	Paid by EFT # 11812		12/13/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	12.95	
1031 - OFFICE DEPOT	246965654-001	Office Supplies - TriCom	Paid by EFT # 11813		12/13/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	35.22	
1031 - OFFICE DEPOT	249760307-001	Office Supplies - TriCom	Paid by EFT # 11818		12/20/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	11.18	
									Account 621 - Office Supplies Totals	Invoice Transactions 5	\$106.13
Account 622 - Office Equipment											
1031 - OFFICE DEPOT	249759936-001	Space Heaters	Paid by EFT # 11819		12/20/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	98.18	
									Account 622 - Office Equipment Totals	Invoice Transactions 1	\$98.18
Account 623 - Office Furniture											
2454 - WALMART # 5352	6121860956777	Coat Rack	Paid by EFT # 11810		12/09/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	16.79	
4636 - WAYFAIR.COM	2692193043	File Cabinets	Paid by EFT # 11803		12/20/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	349.98	
									Account 623 - Office Furniture Totals	Invoice Transactions 2	\$366.77

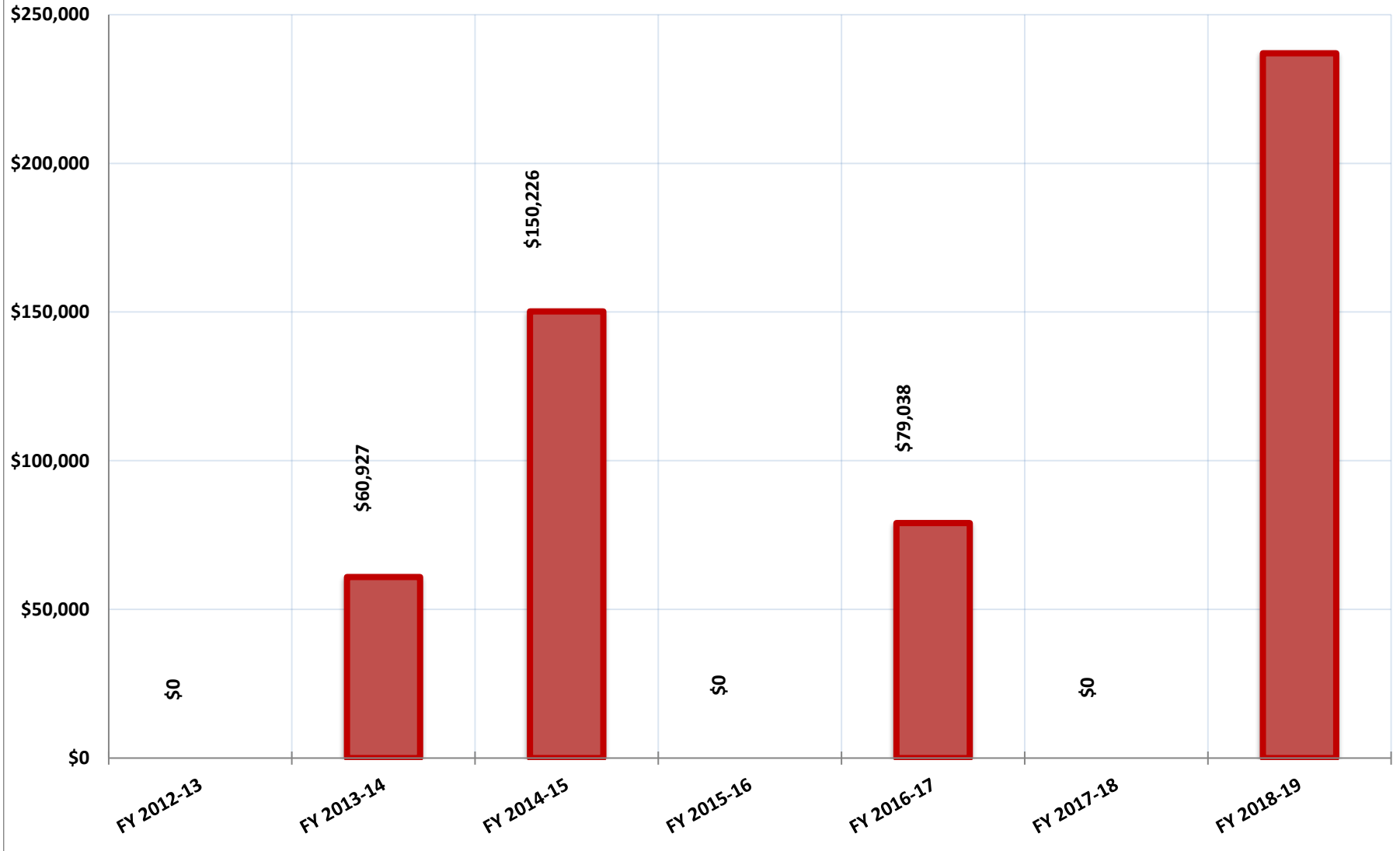


Accounts Payable by G/L Distribution Report

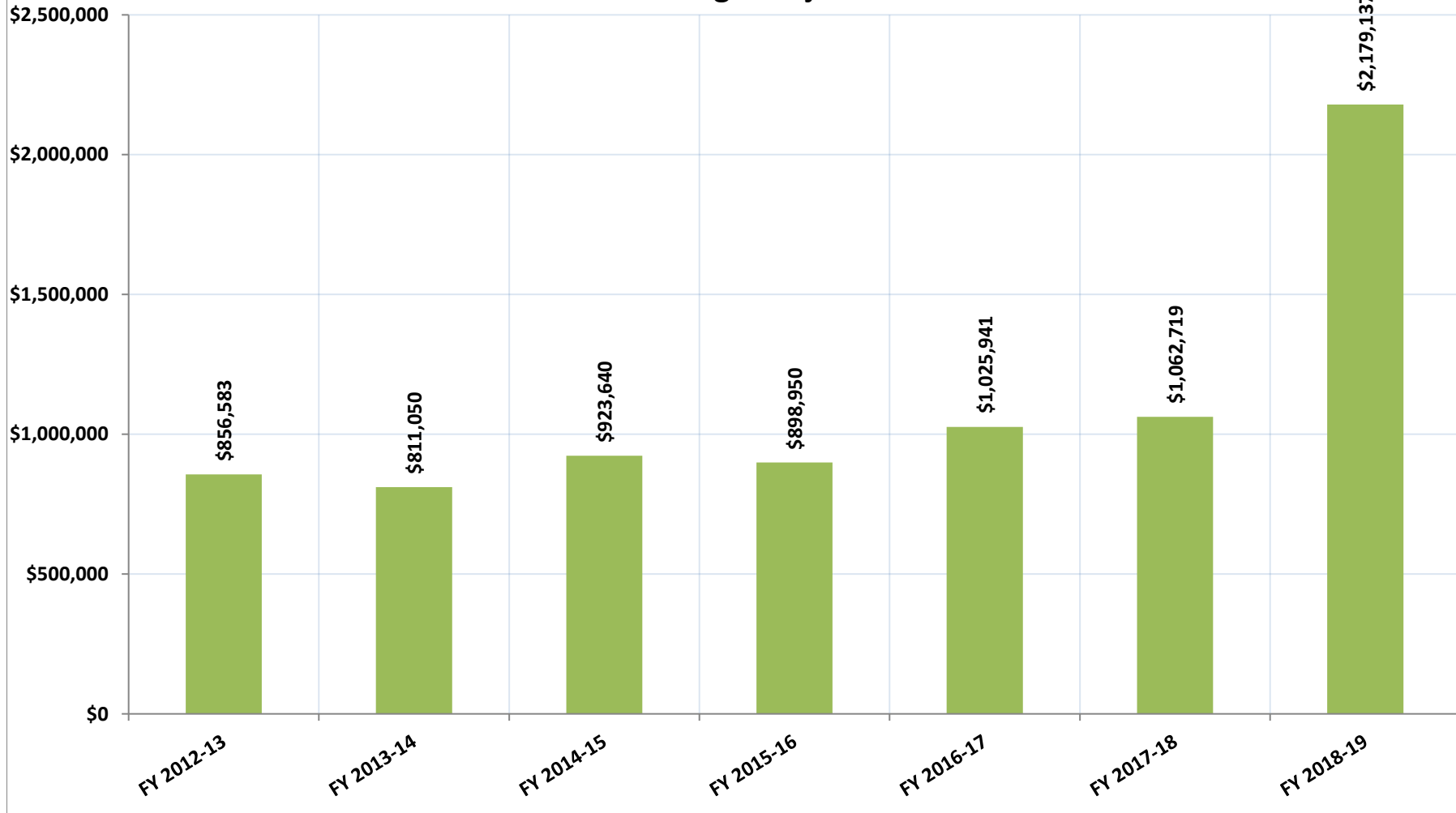
Invoice Due Date Range 01/01/19 - 01/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount	
Fund 236 - Tri-Com											
Department 85 - Dispatch Services											
Division 86 - Operations											
Program 00 - General											
Account 626 - Janitorial Supplies											
1252 - LOWE'S	910866	Janitorial Supplies	Paid by Check # 153581		11/06/2018	01/07/2019	01/09/2019	11/06/2018	01/09/2019	55.75	
									Account 626 - Janitorial Supplies Totals	Invoice Transactions 1	<u>55.75</u>
Account 631.05 - Clothing Allowance											
1392 - KOHL'S	318103	Uniform Allowance	Paid by Check # 153579		12/13/2018	01/07/2019	01/09/2019	12/13/2018	01/09/2019	10.40	
1392 - KOHL'S	318260	Uniform Allowance	Paid by Check # 153579		12/19/2018	01/07/2019	01/09/2019	12/19/2018	01/09/2019	66.97	
									Account 631.05 - Clothing Allowance Totals	Invoice Transactions 2	<u>77.37</u>
									Program 00 - General Totals	Invoice Transactions 36	<u>46,496.29</u>
Program 95 - Capital Outlay											
Account 810 - Buildings & Improvements											
1597 - AMAZON	1133579121621	Lockers	Paid by EFT # 11797		10/25/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	1,150.00	
1597 - AMAZON	1134061722741	Lockers	Paid by EFT # 11811		12/12/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	1,398.00	
									Account 810 - Buildings & Improvements Totals	Invoice Transactions 2	<u>2,548.00</u>
Account 820 - Machinery & Equipment											
1252 - LOWE'S	916813	Credit for Returned Flooring	Paid by Check # 153581		11/02/2018	01/07/2019	01/09/2019	11/02/2018	01/09/2019	(50.40)	
3676 - NEWEGG INC	263865769	Headsets	Paid by EFT # 11796		11/28/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	209.85	
3676 - NEWEGG INC	263865389	Headset Tubes	Paid by EFT # 11798		11/28/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	32.16	
3676 - NEWEGG INC	263865409	Headset Amplifier	Paid by EFT # 11799		11/28/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	219.98	
3676 - NEWEGG INC	263865429	Earset & Headset	Paid by EFT # 11800		11/28/2018	01/22/2019	01/22/2019	12/28/2018	01/22/2019	127.96	
									Account 820 - Machinery & Equipment Totals	Invoice Transactions 5	<u>539.55</u>
									Program 95 - Capital Outlay Totals	Invoice Transactions 7	<u>3,087.55</u>
									Division 86 - Operations Totals	Invoice Transactions 43	<u>49,583.84</u>
									Department 85 - Dispatch Services Totals	Invoice Transactions 55	<u>54,541.75</u>
									Fund 236 - Tri-Com Totals	Invoice Transactions 55	<u>54,541.75</u>
									Grand Totals	Invoice Transactions 55	<u>54,541.75</u>

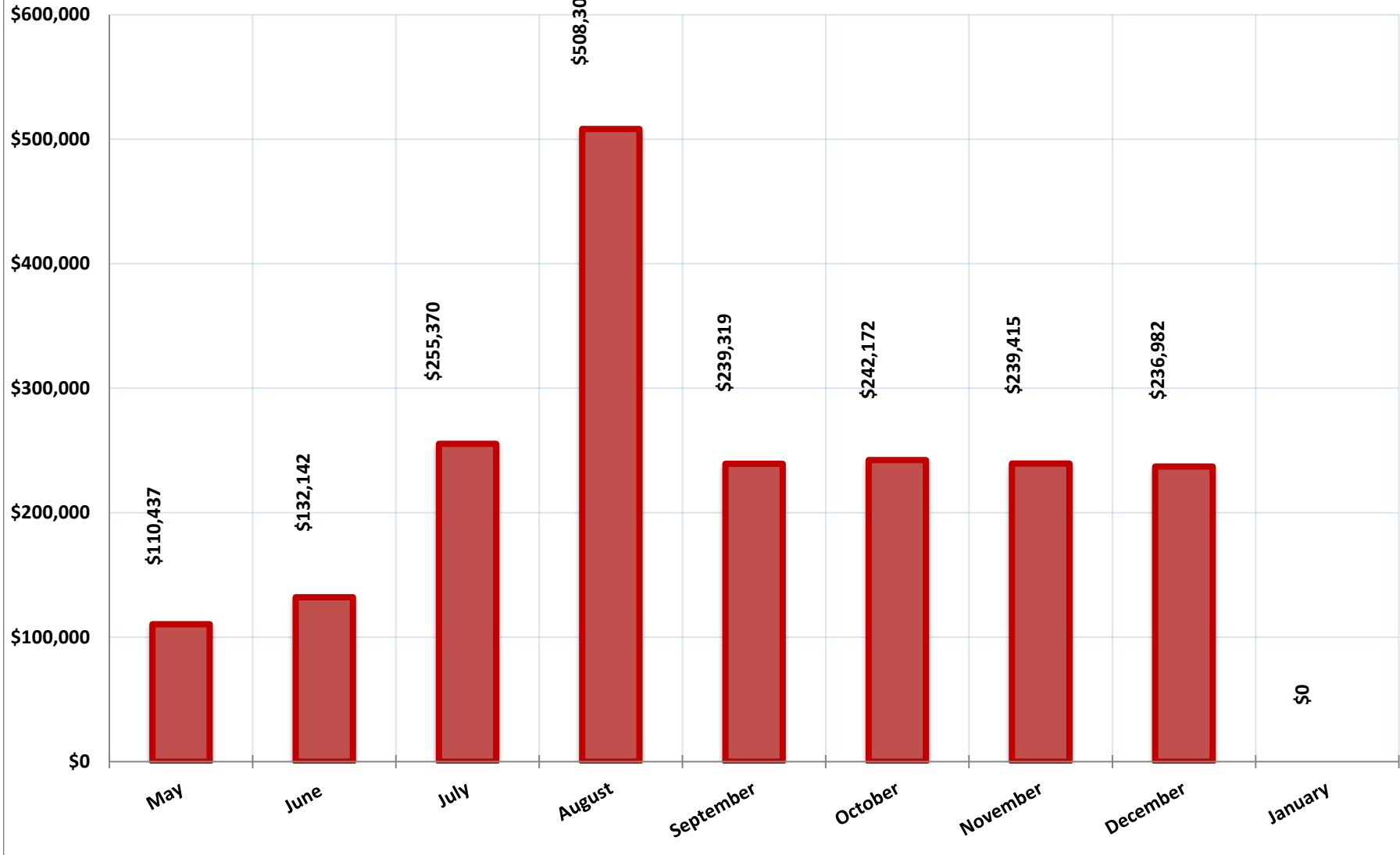
**Tri-Com Central Dispatch
Wireless 911 Revenue
Monthly Comparison for January
FY 2012-13 Through 2018-19**



**Tri-Com Central Dispatch
Wireless 911 Revenue
Annual Comparison
FY 2012-13 Through Projected 2018-19**



**Tri-Com Central Dispatch
Wireless 911 Revenue
Monthly Revenue
FY 2018-19**





AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Recommend approval of Resolution No. 2019-02 directing Tri-Com to distribute funds from the capital reserves.		
Presenter & Title:	Nicole Lamela, Executive Director		
Date:	March 13, 2019		
<i>Please Check Appropriate Box:</i>			
<input type="checkbox"/>	Regular Meeting	<input checked="" type="checkbox"/>	Special Meeting
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: \$ 295,741.79		Budgeted?	YES NO X
<i>If NO, please explain how the item will be funded:</i> The expense will be funded by the capital equipment reserves.			
Executive Summary:			
Included in this agenda item is the rebated funds to the Fire Departments for their purchase of the StarCom21 radio subscriber equipment.			
<p>On February 28, 2017 the Tri-Com Board of Directors was given a report that outlined the radio replacement issues, facts, alternatives, and a recommendation. The report proposed taking a three (3) year average of the calls for service for each agency and using that number to split Tri-Com reserve funds to assist with the financial burden of a new system. When Tri-Com signed the contract with Motorola in September of 2018, the averages were totaled again using current data from 2015, 2016, and 2017. The police departments' equipment was paid for by the reserve funds and the fire departments agreed to have their funds released at a later time.</p> <p>The payments will be made before March 31, 2019 to ensure correct accounting for all units of government.</p>			
Voting Requirements:			
<i>This motion requires a simple majority vote.</i>			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution 2019-02 • Exhibit "A" 			
Recommendation / Suggested Action: <i>(briefly explain)</i>			
Approve Resolution 2019-02 directing Tri-Com to reimburse Fire Department/Agencies for their match related to the 2017 Assistance to Firefighters Grant Program.			

RESOLUTION NO. 2019-02

**A RESOLUTION DIRECTING TRI-COM CENTRAL DISPATCH TO REIMBURSE
FIRE DEPARTMENT/AGENCIES FOR THEIR MATCH RELATED TO THE 2017
ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM**

WHEREAS, on June 7, 1976, the Cities of Batavia, St. Charles and Geneva entered into an Intergovernmental Agreement for the establishment and operation of a centralized communications services for fire, police, ambulance, and other emergency functions, which services was and has been commonly known as Tri-Com Central Dispatch; and

NOW, THEREFORE BE IT RESOLVED by the Tri Com Board of Directors, as follows:

SECTION 1. Total calls for service for the years of 2015, 2016, 2017 totaled 304,212.

SECTION 2. Tri-Com unrestricted reserves were \$1,400,000 and the following percentages of this amount were to be given to each fire department.

SECTION 3. St Charles Fire was 3.82%, Geneva Fire was 2.23%, Batavia Fire was 2.91%, Tri-City Ambulance was 7.09%, Elburn Countryside Fire Protection District was 1.74%, Sugar Grove Fire Protection District was 1.25% and North Aurora Fire Protection was 2.09%.

SECTION 4. Tri-Com previously authorized the purchase of the Tri-Com police agencies' STARCOM21 mobile and portable radios at 100% of cost.

SECTION 5. Tri-Com must issue payments to the entities for their share based upon their three year call volume. These payment must be issued before March 31, 2019. A summary is below.

Entity	3 Year Calls	Percentage	Amount Due
City of St. Charles Fire Department	11613	3.82%	\$53,443.65
City of Geneva Fire Department	6,792	2.23%	\$31,257.15
City of Batavia Fire Department	8,840	2.91%	\$40,682.16
Tri-City Ambulance	21,569	7.09%	\$99,261.70
Elburn Countryside Fire Protection District	5,287	1.74%	\$24,331.06
Sugar Grove Fire Protection District	3,799	1.25%	\$17,483.20
North Aurora Fire Protection District	6,363	2.09%	\$29,282.87

Passed by the Tri Com Board of Directors, this 13th day of March, 2019.

AYES: NAYS: ABSENT: ABSTAINING: HOLDING OFFICE: 11

ATTEST:

Chairman

Vice Chairman