



**TRI-COM BOARD OF DIRECTORS REGULAR MEETING**  
**Regular Meeting Agenda**  
**Wednesday, July 10, 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 May 8, 2019 Regular Board Meeting.
  - B) Approve the April 30, 2019 and May 31, 2019 Financial Reports
- 2) Update by Radio Sub-Committee
- 3) Update on Staffing
- 4) Update by Consolidation Sub-Committee
- 5) Update by Intergovernmental Agreement Sub-Committee

Public Comment:

New Business:

- 1) Tri-Com Contract Agency Representative to the Board FY20
- 2) Discuss Backup Communications Options After StarCom
- 3) Discuss Motorola Access to Tri-Com Radio Tower After Hours
- 4) Approval of Proposal for Subsurface Exploration and Geotechnical Engineering Services for Tri-Com Basement
- 5) Approval of Resolution 2019-005: Declaring Tri-Com Equipment as Surplus Property
- 6) Deputy Director Position Recruitment

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, September 11, 2019 at 8:00 A.M.



## *Tri-Com Central Dispatch*

# **BOARD OF DIRECTORS**

### **Regular Meeting Minutes from May 8, 2019**

Vice Chairman Keegan called the meeting to order at 7:58 A.M. at the Tri-Com Central Dispatch training room.

#### **Roll Call:**

#### **Members Present:**

St. Charles: Chief James Keegan, Chief Joe Schelstreet (8:04), Alderman William Turner  
Geneva: Chief Eric Passarelli, Chief Mike Antenore, Alderman Mike Bruno  
Batavia: Chief Dan Eul

#### **Members Absent:**

St. Charles: None  
Geneva: None  
Batavia: Chief Randy Deicke  
South Elgin: Chief Jerry Krawczyk  
Contracted Agencies: Chief Pat Rollins

#### **Others Present:**

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 March 13, 2019 Regular Board Meeting and the April 18, 2019 Special Board Meeting was made by Alderman Turner and seconded by Chief Eul. Motion passed unanimously.

Motion to approve the February 28, 2019 and March 31, 2019 Financial Reports was made by Alderman Turner and seconded by Chief Eul. Motion passed unanimously by roll call vote.

#### **Update by Radio Sub-Committee:**

Deputy Director Stoffa stated that the phone line from Tri-Com to Downers Grove was installed. They

still need to be configured. The backup consolettes and antennas on roof have been installed. Still need the console radios to be delivered before Motorola can install. All radios ordered before May 1<sup>st</sup> have been delivered. Motorola will begin programming this week or next. Once weather is better, they will climb the tower in Geneva to install equipment. Village of Sugar Grove needs to approve construction drawings for water tower. Attorney Radovich has been contacted to update the MOU for the Sugar Grove water tower equipment and the MOU template for mutual aid talk groups. Talks have started with DuComm and DuPage ETSB for the process of the MOU for police and fire agencies. Motorola is working on the MOUs with Districts 15 and 2.

Chief Keegan asked if the templates are all set. Deputy Director stated that they are. The go live date is the first week of August. Chief Eul stated that he heard recently that StarCom failed. Chief Antenore stated that he also heard this and assumed someone cut a line. He also stated that the consolettes were not programmed correctly by Miner. Motorola fixed those.

Chief Keegan stated that if the T1 lines are cut to Downers Grove, you should be able to work off the consolettes, but because they were not programmed correctly, this did not work.

Chief Eul asked if it happens again and the consolettes don't work, do we have a dedicated frequency to work off of? Chief Antenore stated that there is a 3<sup>rd</sup> backup. You would no longer trunk and you would go to an old channel. Chief Schelstreet stated that, for fire, they would go to VHF. Deputy Director Stoffa stated that Director Lamela wanted to look at a way to have redundancy.

Chief Antenore stated that they need to discuss this before the go live date. An operating guide on how this would work would be good.

### **Update on Staffing:**

Deputy Director Stoffa stated that 2 trainees were terminated in April/May and a veteran dispatcher resigned. We are down to 13 dispatchers. One trainee is in police phase. There is another dispatcher in the budget beginning May 1. This means we are down 7. Looking to hire 3 on June 3<sup>rd</sup>, 2 in July, and 2 in August. Chief Antenore stated that we are back to where we were and asked why they failed. TC Myers stated that one was performance based with direction of travel, directional at intersections, unable to enter notes in CAD appropriately, not retaining information. The other one was a no call, no show.

Chief Keegan asked about the testing. TC Myers stated that our process is very long. They have an online background, police background, polygraph, medical/drug, and psychological exam. Chief Keegan asked if there are enough people on the list right now. Ms. Ramirez stated that there are 3 with experience going through the background, 3 inexperienced with completed backgrounds, and 4 more. Interviews were two weeks ago and testing will begin again next week.

### **Update on Consolidation Sub-Committee:**

Chief Schelstreet stated that a draft of the study was received and is being reviewed and questions answered. Tri-Com had a 43.8% turnover rate last year. It is a shocking number. Mission Critical will make the adjustments and will present the report formally to the Board and the KaneComm Board. It does recommend consolidation. Both agencies have issues including staffing and facilities. Chief Eul asked what KaneComm's turnover was. Chief Schelstreet did not know.

Chief Schelstreet also stated that the funding issue with Aurora is also an issue. Aurora cannot explain the formula they used to determine the amount. The issue is still being worked out. Chief Krawczyk asked if KaneComm was going to fall under the Sheriff's Office. No one is aware of this for certain.

**Update on Hiring/Training Sub-Committee:**

Chief Antenore stated that there is no update.

**Update by Intergovernmental Agreement Sub-Committee:**

Chief Passarelli stated that we are stilling working on this with Attorney Radovich. He was out on a medical leave. Geneva's Finance department is also working with Radovich to make sure that the IGA aligns with the financial policies of Geneva. Alderman Turner asked if he was looking at Tri-Com's Personnel Manual mirroring the City of Geneva's. Chief Antenore stated that they are going to look to see if Tri-Com's needs to be different or if it can be the same.

PUBLIC COMMENT

None

NEW BUSINESS

**New Tri-Com Board Member for FY19-20:**

Chief Keegan is now the Chairman and Chief Antenore is the Vice Chairman. The contract agencies need to elect a representative. This will be formally done at the next meeting.

**Presentation of the Tri-Com Annual Report:**

Deputy Director Stoffa stated that if there were any questions to let her or Director Lamela know.

**Discussion on Phone Line Costs:**

A spreadsheet was distributed showing the phone line costs. Some of the lines have gone up exponentially. The Elburn Water Tower has increased from \$349.36 in 2016 to \$1,705.16 in 2019. Alderman Turner asked about the microwave. Chief Schelstreet stated that we were counting on some ETSB funds going towards the microwave. We are waiting on a resolution to the ETSB Aurora funds.

Chief Schelstreet stated that the county was interested in microwave also, so that might be an option. The cost savings with the microwave will not be immediate. Chief Keegan stated that there may be some money to sell back frequencies. Chief Eul stated that once we cutover to StarCom some of these costs will go away. He also stated that there wasn't interest by private companies to buy the frequencies.

Chief Keegan asked if these RTNC sites are alarmed. If they are not working sites, can we get rid of them. Deputy Director Stoffa stated that, as far as she knew, they were all working right now. Chief

Schelstreet asked that we review our agreement on non-public property to see if they are up to date. We should be inspecting those sites.

**Other Items:**

Chief Keegan stated that we need to discuss the water in the basement. It is getting close to equipment. The generator room and the radio room do not have any drainage tiles installed.

Deputy Director Stoffa stated that Trotter was out to look at the issue. The City of St. Charles came out and recommended drainage be installed around the whole building. Chief Schelstreet stated that would be the second phase that was recommended back 10 years ago and at that time cost was 7 figures. Chief Schelstreet stated that there were two wells at the corners of the building and was not sure that they were still operational.

Alderman Turner asked that if we needed to install the drainage, about \$1M, can we bond this through the cities or can Tri-Com bond this on its own. He would rather have this through bonds than deplete the reserves. Chief Antenore stated that we can discuss this with Finance. Chief Schelstreet stated the consolidation is still out about 5 years away and we need to see what the report shows. There is a lot to be determined regarding facilities. Chief Eul stated that the concern is putting a lot of money into a building that may not be here in 5 years. Chief Schelstreet stated that there are a lot of options.

Alderman Turner asked about the state mandate to consolidate. Chief Schelstreet stated that there is no mandate currently. We are looking to see if it makes sense operationally and as a cost savings.

Chief Keegan stated that we'll look at everything from Trotter and the cities regarding the water and make a decision. All went to look at blue prints and flooded area.

**Closed Session:**

None

**Adjournment:**

With no further business to discuss, Chief Passarelli motioned to adjourn the meeting. Chief Eul seconded the motion, which then passed by unanimous vote. The meeting was adjourned at 8:54 A.M.

**Next Meeting:**

The next regular meeting of the Tri-Com Board of Directors is scheduled for Wednesday, July 10, 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

# SIGN IN SHEET

If you are not on the roll call, please sign in below.

[illegible]



## **AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	April 30, 2019 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	July 10, 2019		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting _____
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	<b>YES</b> <b>NO</b>
<i>If NO, please explain how the item will be funded: N/A</i>			
<b>Executive Summary:</b>			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2019 through April 30, 2019 including Comments on the Financial Statements are presented.			
<b>Voting Requirements:</b>			
<i>This motion requires a simple majority vote.</i>			
<b>Attachments: (please list)</b>			
<ul style="list-style-type: none"> <li>Comments on the Financial Statements</li> <li>April 30, 2019 Financial Report</li> <li>Investment Schedule at April 30, 2019</li> <li>Accounts Payable by G/L Distribution Report for April 2019</li> <li>Wireless 911 Revenue Graphs</li> </ul>			
<b>Recommendation / Suggested Action: (briefly explain)</b>			
Staff recommends acceptance of the April 2019 Financial Reports as presented.			





## MEMO

Date: July 10, 2019

To: Tri-Com Board of Directors

From: Shevon Sherod-Ramirez, Administrative Assistant

Re: Financial Statement Analysis – April 30, 2019

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We are currently 100% through the fiscal year.

### **Revenue Analysis:**

As of the period ending April 30, 2019, \$5,485,245 has been received. This accounts for approximately 102% of the Fiscal Year 2019 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$2,466,292 or 182% 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 \$205,524. The decrease in this account for the month is due to allocation of funds potentially due to Aurora dispatch.

Dispatch Services: The fourth of four quarterly payments were billed in March. The total of all four quarters has been billed and all members have paid on-time.

Other Revenues: Total receipts in February were \$15,299 in Other Revenues. This category consists of Interest Income and Miscellaneous Revenue.

### **Expenditure Analysis – General Fund:**

As of April 30, expenditures totaled \$5,789,023 or 107% of the amended budget of \$5,388,713. Please see the attached Income Statement report for the detail by division. Personnel Services accounts for 95% of the total budget and exceeds the budgeted amounts.

Tri-Com Central Dispatch  
Balance Sheet  
As of April 30, 2019

Classification	Current YTD Balance
<b>ASSETS</b>	
<i>Current Assets</i>	
Cash & Investments	2,623,012
Prepaid Items	3,113
<i>Current Assets Totals</i>	<u>2,626,125</u>
<i>Current Receivables</i>	
A/R Invoicing	209,520
Other Receivables	6,118
<i>Current Receivables Totals</i>	<u>215,638</u>
Intergovernmental Receivables	242,578
<b>ASSETS TOTALS</b>	<u>3,084,342</u>
<b>LIABILITIES AND FUND EQUITY</b>	
<b>LIABILITIES</b>	
<i>Current Liabilities</i>	
Accounts Payable	349,736
Accrued Payroll	63,762
Deferred Revenue	174,418
Compensated Absences	230,677
<i>Current Liabilities Totals</i>	<u>818,592</u>
<b>LIABILITIES TOTALS</b>	<u>818,592</u>
<b>FUND EQUITY</b>	
Fund Balance	2,569,526
<b>APRIL 30, 2019 FUND BALANCE</b>	<u>2,569,526</u>
Fund Revenues	(5,485,245)
Fund Expenses	5,789,023
<b>CURRENT FUND BALANCE</b>	<u>2,265,749</u>
<b>LIABILITIES AND FUND EQUITY</b>	<u>3,084,342</u>

Tri-Com Central Dispatch  
Income Statement  
For the period ending April 30, 2019

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
<b>REVENUE</b>					
<i>Intergovernmental Revenues</i>					
Wireless 911	1,355,524	(122,872)	2,466,292	(1,110,768)	182%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>1,355,524</u>	<u>(122,872)</u>	<u>2,466,292</u>	<u>(1,110,768)</u>	<u>182%</u>
<i>Service Charges</i>					
Dispatch Services	2,030,382	507,621	2,030,484	(102)	100%
<i>Service Charges Totals</i>	<u>2,030,382</u>	<u>507,621</u>	<u>2,030,484</u>	<u>(102)</u>	<u>100%</u>
<i>Other Revenues</i>					
Interest Income	12,000	15,121	48,913	(36,913)	408%
Reimbursed Expenditures	5,250	185	4,441	809	85%
Miscellaneous	47,440	(7)	47,685	(245)	101%
<i>Other Revenues Totals</i>	<u>64,690</u>	<u>15,299</u>	<u>101,040</u>	<u>(36,350)</u>	<u>156%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	887,430	887,429	887,429	1	100%
Reappropriation	1,065,000	0	0	1,065,000	0%
<i>Other Financing Sources Totals</i>	<u>1,952,430</u>	<u>887,429</u>	<u>887,429</u>	<u>1,065,001</u>	<u>45%</u>
<b>REVENUE TOTALS</b>	<u>5,403,026</u>	<u>1,287,478</u>	<u>5,485,245</u>	<u>(82,219)</u>	<u>102%</u>
<b>EXPENSE</b>					
<i>Administration</i>					
Personnel Services	520,111	54,682	529,955	(9,844)	102%
Contractual Services	103,375	12,796	394,323	(290,948)	381%
Commodities	2,500	(150)	2,247	253	90%
<b>Total</b>	<u>625,986</u>	<u>67,329</u>	<u>926,525</u>	<u>(300,539)</u>	<u>148%</u>
<i>Operations</i>					
Personnel Services	2,071,030	208,468	2,232,324	(161,294)	108%
Contractual Services	569,867	90,678	668,484	(98,617)	117%
Commodities	28,500	4,398	23,414	5,086	82%
Capital Outlay	0	0	25	(25)	0%
Other Expenditures	1,200	245	1,239	(39)	103%
<b>Total</b>	<u>2,670,597</u>	<u>303,788</u>	<u>2,925,485</u>	<u>(254,888)</u>	<u>110%</u>
<i>Debt Service</i>					
Debt Service	0	0	0	0	0%
<b>Total</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	1,932,930	893,189	1,937,024	(4,094)	100%
Other Expenditures	159,200	0	0	159,200	0%
<b>Total</b>	<u>2,092,130</u>	<u>893,189</u>	<u>1,937,024</u>	<u>155,106</u>	<u>93%</u>
<b>EXPENSE TOTALS</b>	<u>5,388,713</u>	<u>1,264,306</u>	<u>5,789,034</u>	<u>(400,321)</u>	<u>107%</u>
<b>Fund 100 - General Fund Totals</b>					
<b>REVENUE TOTALS</b>	<u>5,403,026</u>	<u>1,287,478</u>	<u>5,485,245</u>	<u>(82,219)</u>	<u>102%</u>
<b>EXPENSE TOTALS</b>	<u>5,388,713</u>	<u>1,264,306</u>	<u>5,789,034</u>	<u>(400,321)</u>	<u>107%</u>
<b>Fund 100 - General Fund Net Gain (Loss)</b>	<u>14,313</u>	<u>23,172</u>	<u>(303,789)</u>	<u>(318,102)</u>	

**City of Geneva**  
**Investments - Tri-Com**  
**April 30, 2019**

<b>Purchase Date</b>	<b>CUSIP</b>	<b>Maturity Date</b>	<b>Description</b>	<b>Rate/ Yield</b>	<b>Cost</b>	<b>Fair Value/Market</b>	<b>Par Value/Face</b>
<b><u>Certificates of Deposit</u></b>							
1/10/2019	264823	7/3/2020	CD - Country Bank	2.811%	239,600.00	239,600.00	249,537.98
1/10/2019	264824	1/1/2020	CD - Landmark Community Bank	2.742%	243,100.00	243,100.00	249,766.48
					<u>\$ 482,700.00</u>	<u>\$ 482,700.00</u>	<u>\$ 499,304.46</u>
<b><u>U.S. Treasury</u></b>							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	247,842.50	245,849.61
					<u>\$ 246,428.86</u>	<u>\$ 247,842.50</u>	<u>\$ 245,849.61</u>
<b><u>U.S. Agencies</u></b>							
					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
					<u>\$ 729,128.86</u>	<u>\$ 730,542.50</u>	<u>\$ 745,154.07</u>



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Account <b>140.95 - Prepaid Items Other</b>										
3614 - KRISTINA ROHRBACH	ROHR040519	Reimbursement ESRI Conference Airfare	Paid by EFT # 12613		04/04/2019	04/15/2019	04/17/2019	04/05/2019	04/17/2019	504.96
Account <b>140.95 - Prepaid Items Other</b> Totals								Invoice Transactions	1	\$504.96
Department <b>00 - Revenues</b>										
Account <b>489.95 - Miscellaneous Other Miscellaneous Income</b>										
2243 - SHEVON SHEROD-RAMIREZ	190321	Jury Duty Mileage Reimbursement	Paid by EFT # 12444		03/21/2019	04/01/2019	04/03/2019	03/25/2019	04/03/2019	6.96
Account <b>489.95 - Miscellaneous Other Miscellaneous Income</b> Totals								Invoice Transactions	1	\$6.96
Department <b>00 - Revenues</b> Totals								Invoice Transactions	1	\$6.96
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>521.10 - Group Insurance FSA Administration</b>										
1190 - INFINSOURCE BENEFITS SERVICES	90403378	FBA Monthly Adm Fee - March 2019	Paid by EFT # 12598		03/09/2019	04/15/2019	04/17/2019	04/05/2019	04/17/2019	5.00
Account <b>521.10 - Group Insurance FSA Administration</b> Totals								Invoice Transactions	1	\$5.00
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	040119	Life Insurance Premium - April 2019	Paid by Check # 154232		04/01/2019	04/15/2019	04/17/2019	04/05/2019	04/17/2019	49.64
Account <b>521.25 - Group Insurance Life</b> Totals								Invoice Transactions	1	\$49.64
Account <b>543 - Legal Service</b>										
1013 - CLARK BAIRD SMITH LLP	10996	Legal Service Fees Personnel	Paid by Check # 154095		02/28/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	2,210.00
Account <b>543 - Legal Service</b> Totals								Invoice Transactions	1	\$2,210.00
Account <b>562 - Telephone</b>										
1233 - VERIZON WIRELESS	9826644247	Wireless Phone - Mar 2019	Paid by EFT # 12475		03/21/2019	04/15/2019	03/29/2019	04/01/2019	03/29/2019	107.16
Account <b>562 - Telephone</b> Totals								Invoice Transactions	1	\$107.16
Account <b>571 - Dues &amp; Subscriptions</b>										
2089 - NATIONAL PUBLIC EMPLOYER LABOR RELATIONS ASSOC	ssc88fd465	Membership Renewal	Paid by EFT # 12538		03/19/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	230.00
Account <b>571 - Dues &amp; Subscriptions</b> Totals								Invoice Transactions	1	\$230.00
Account <b>572 - Travel &amp; Meals</b>										
2243 - SHEVON SHEROD-RAMIREZ	SHER031219	Reimburse Training Mileage & Meal	Paid by EFT # 12444		03/12/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	82.18
2786 - JERSEY MIKE'S SUBS	0100050801643	Training Lunch	Paid by EFT # 12537		03/15/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	30.46
4742 - RIVERSIDE PIZZA & PUB	3/32019	Training Lunch	Paid by EFT # 12539		03/20/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	17.52
1401 - SARAH STOFFA	Stof031519	Mileage & Tolls Reimbursement	Paid by EFT # 12623		03/15/2019	04/15/2019	04/17/2019	03/15/2019	04/17/2019	99.33
Account <b>572 - Travel &amp; Meals</b> Totals								Invoice Transactions	4	\$229.49



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>573 - Training &amp; Professional Development</b>										
2735 - ILLINOIS APCO	2JK20214XY358	Class Refund	Paid by EFT #		03/06/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	(15.00)
	720		12535							
2735 - ILLINOIS APCO	1UE71834US87	Class Refund	Paid by EFT #		02/11/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	(15.00)
	6730		12536							
1378 - ILLINOIS CITY COUNTY MANAGEMENT ASSOC	82861	IPELRA Class	Paid by EFT #		03/11/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	70.00
			12559							
4740 - ON-TARGET SOLUTIONS GROUP INC	1258	Training Class	Paid by EFT #		02/28/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	150.00
			12533							
1592 - PAYPAL	1137755977975	Active Threat Class	Paid by EFT #		02/27/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	225.00
	807		12562							
Account <b>573 - Training &amp; Professional Development</b> Totals									Invoice Transactions 5	\$415.00
Account <b>595.05 - Rentals Copier</b>										
1169 - GORDON FLESCH CO INC	IN12553921	Copier Maintenance	Paid by EFT #		03/20/2019	04/15/2019	04/17/2019	03/26/2019	04/17/2019	184.78
			12597							
Account <b>595.05 - Rentals Copier</b> Totals									Invoice Transactions 1	\$184.78
Account <b>631.05 - Clothing Allowance</b>										
1392 - KOHL'S	319481	Uniform Allowance	Paid by Check # 154210		03/27/2019	04/15/2019	04/17/2019	03/27/2019	04/17/2019	99.98
1197 - LANDS END BUSINESS OUTFITTERS	SIN7254191	Uniform Order	Paid by EFT #		03/15/2019	04/15/2019	04/17/2019	03/27/2019	04/17/2019	47.16
			12601							
Account <b>631.05 - Clothing Allowance</b> Totals									Invoice Transactions 2	\$147.14
Program <b>00 - General</b> Totals									Invoice Transactions 17	\$3,578.21
Division <b>41 - Administration</b> Totals									Invoice Transactions 17	\$3,578.21
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>521.10 - Group Insurance FSA Administration</b>										
1190 - INFINSOURCE BENEFITS SERVICES	90403378	FBA Monthly Adm Fee - March 2019	Paid by EFT #		03/09/2019	04/15/2019	04/17/2019	04/05/2019	04/17/2019	45.00
			12598							
Account <b>521.10 - Group Insurance FSA Administration</b> Totals									Invoice Transactions 1	\$45.00
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	040119	Life Insurance Premium - April 2019	Paid by Check # 154232		04/01/2019	04/15/2019	04/17/2019	04/05/2019	04/17/2019	248.54
Account <b>521.25 - Group Insurance Life</b> Totals									Invoice Transactions 1	\$248.54
Account <b>531.05 - Maintenance Service Building</b>										
1069 - VALLEY LOCK CO., INC.	64527	Replace 2 Door Closers	Paid by EFT #		03/20/2019	04/15/2019	04/17/2019	03/25/2019	04/17/2019	170.00
			12632							
Account <b>531.05 - Maintenance Service Building</b> Totals									Invoice Transactions 1	\$170.00



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>531.10 - Maintenance Service Equipment</b>										
1080 - UNITED RADIO COMMUNICATIONS	109019445-1	Repair Service Quantar	Paid by EFT # 12449		03/06/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	845.00
4691 - SALT SOLUTIONS INC	0132496	Water Softener Salt	Paid by EFT # 12614		03/28/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	169.80
Account <b>531.10 - Maintenance Service Equipment</b> Totals										Invoice Transactions 2
										\$1,014.80
Account <b>531.30 - Maintenance Service Snow Removal</b>										
1074 - TWIN OAKS LANDSCAPING	SR880596-0011	Snow Removal & Salt Application	Paid by Check # 154141		02/17/2019	04/01/2019	04/03/2019	03/18/2019	04/03/2019	390.00
1074 - TWIN OAKS LANDSCAPING	SR880596-0012	Snow Removal & Salt Application	Paid by Check # 154240		02/18/2019	04/15/2019	04/17/2019	03/19/2019	04/17/2019	320.00
Account <b>531.30 - Maintenance Service Snow Removal</b> Totals										Invoice Transactions 2
										\$710.00
Account <b>531.40 - Maintenance Service Computer Software</b>										
1597 - AMAZON	1130633971568	Maintenance Kit for HP	Paid by EFT # 12560		03/12/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	89.44
1597 - AMAZON	1136526113657	Printer Batteries	Paid by EFT # 12561		03/12/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	6.60
3153 - SENDGRID	INV04003204	Email Relay Service	Paid by EFT # 12551		03/01/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	29.95
Account <b>531.40 - Maintenance Service Computer Software</b> Totals										Invoice Transactions 3
										\$125.99
Account <b>546 - Janitorial Service</b>										
3346 - CITYWIDE BUILDING MAINTENANCE	31572	Cleaning Services - April 2019	Paid by EFT # 12581		04/01/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	1,643.92
Account <b>546 - Janitorial Service</b> Totals										Invoice Transactions 1
										\$1,643.92
Account <b>559 - Other Professional Services</b>										
4530 - BACKGROUNDS ONLINE	510523	Applicant Background Check	Paid by EFT # 12555		02/28/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	79.95
3277 - FASTSPRING TYPING MASTER	030119	Applicant Typing Test	Paid by EFT # 12554		03/01/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	49.00
2166 - CONRAD POLYGRAPH INC	3347	Pre-Employment Polygraph	Paid by EFT # 12583		03/30/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	130.00
4135 - DIRECTV	36084712016	Satellite TV Service	Paid by Check # 154190		03/26/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	66.99
1220 - STANARD & ASSOCIATES INC	SA000040511	Pre-Employment Psychological Exam	Paid by Check # 154231		03/27/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	395.00
Account <b>559 - Other Professional Services</b> Totals										Invoice Transactions 5
										\$720.94
Account <b>562 - Telephone</b>										
1004 - CALL ONE	Tricom031519	Phone Service	Paid by EFT # 12418		03/15/2019	04/01/2019	04/03/2019	03/15/2019	04/03/2019	36,436.05



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>562 - Telephone</b>										
1039 - KANE COUNTY GOVERNMENT	FY2019-042	Administrative Phone Lines	Paid by Check # 154207		04/02/2019	04/15/2019	04/17/2019	04/02/2019	04/17/2019	188.41
Account <b>562 - Telephone</b> Totals Invoice Transactions 2										\$36,624.46
Account <b>565 - Internet</b>										
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1922442	Internet & LEADS Access	Paid by Check # 154235		03/11/2019	04/15/2019	04/17/2019	03/19/2019	04/17/2019	1,027.71
Account <b>565 - Internet</b> Totals Invoice Transactions 1										\$1,027.71
Account <b>572 - Travel &amp; Meals</b>										
4719 - CASSANDRA LIEBE	LIEB030619	Reimburse Training Mileage	Paid by Check # 154213		03/06/2019	04/15/2019	04/17/2019	04/04/2019	04/17/2019	31.55
Account <b>572 - Travel &amp; Meals</b> Totals Invoice Transactions 1										\$31.55
Account <b>573 - Training &amp; Professional Development</b>										
1605 - APCO INTERNATIONAL	591500	EMD Recertification	Paid by EFT # 12552		02/28/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	30.00
1605 - APCO INTERNATIONAL	591499	EMD Recertification	Paid by EFT # 12553		02/28/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	30.00
4720 - SUGAR GROVE FIRE PROTECTION DISTRICT	2019-005	CPR Class (2)	Paid by Check # 154234		03/20/2019	04/15/2019	04/17/2019	03/25/2019	04/17/2019	26.50
Account <b>573 - Training &amp; Professional Development</b> Totals Invoice Transactions 3										\$86.50
Account <b>581.05 - Utilities Electric</b>										
1005 - CITY OF ST CHARLES	Tricom031219	Utilities - Electric & Sewer	Paid by Check # 154094		03/12/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	2,617.36
Account <b>581.05 - Utilities Electric</b> Totals Invoice Transactions 1										\$2,617.36
Account <b>581.10 - Utilities Natural Gas</b>										
1373 - NICOR GAS 0632	8152828017/0319	Gas Services - 1850 South St	Paid by Check # 154219		03/22/2019	04/15/2019	04/17/2019	03/27/2019	04/17/2019	91.57
1373 - NICOR GAS 0632	9305123193/0319	Gas Services - 3823 Karl Madsen Dr	Paid by Check # 154219		03/27/2019	04/15/2019	04/17/2019	04/02/2019	04/17/2019	257.73
Account <b>581.10 - Utilities Natural Gas</b> Totals Invoice Transactions 2										\$349.30
Account <b>581.20 - Utilities Water/Sewer</b>										
1005 - CITY OF ST CHARLES	Tricom031219	Utilities - Electric & Sewer	Paid by Check # 154094		03/12/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	53.66
Account <b>581.20 - Utilities Water/Sewer</b> Totals Invoice Transactions 1										\$53.66
Account <b>595.95 - Rentals Miscellaneous</b>										
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1922442	Internet & LEADS Access	Paid by Check # 154235		03/11/2019	04/15/2019	04/17/2019	03/19/2019	04/17/2019	580.00
Account <b>595.95 - Rentals Miscellaneous</b> Totals Invoice Transactions 1										\$580.00





# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>599 - Other Contractual Services</b>										
1774 - MOTOROLA SOLUTIONS INC	410881312019	Starcom Radio Usage	Paid by EFT # 12437		03/01/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	44.00
Account <b>599 - Other Contractual Services</b> Totals										Invoice Transactions 1
										\$44.00
Account <b>601.05 - Maintenance Supplies Buildings</b>										
4691 - SALT SOLUTIONS INC	0130562	Water Softener Salt	Paid by EFT # 12614		01/17/2019	04/15/2019	04/17/2019	03/25/2019	04/17/2019	196.20
1069 - VALLEY LOCK CO., INC.	64527	Replace 2 Door Closers	Paid by EFT # 12632		03/20/2019	04/15/2019	04/17/2019	03/25/2019	04/17/2019	516.00
Account <b>601.05 - Maintenance Supplies Buildings</b> Totals										Invoice Transactions 2
										\$712.20
Account <b>621 - Office Supplies</b>										
1600 - 123INKJETS.COM	25507541-A	Tax Credit	Paid by EFT # 12550		02/26/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	(4.78)
1031 - OFFICE DEPOT	277988815-001	Paper	Paid by EFT # 12549		02/21/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	18.19
1031 - OFFICE DEPOT	281809928-001	Business Card Holder	Paid by EFT # 12556		03/01/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	13.20
1031 - OFFICE DEPOT	281809341-001	Office Supplies	Paid by EFT # 12557		03/01/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	33.24
Account <b>621 - Office Supplies</b> Totals										Invoice Transactions 4
										\$59.85
Account <b>624.95 - Operating Supplies Other Operating Supplies</b>										
4741 - THE GLIDDEN CAMPUS FLORIST	97981	Sympathy Arrangement	Paid by EFT # 12534		03/02/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	99.95
2454 - WALMART # 5352	3371973-174716	Electric Heater	Paid by EFT # 12558		03/07/2019	04/15/2019	04/17/2019	03/28/2019	04/22/2019	26.09
3994 - CENTURY SPRINGS	2147878	Water Service	Paid by Check # 154182		03/01/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	44.70
3994 - CENTURY SPRINGS	2158345	Water Service	Paid by Check # 154182		03/15/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	51.65
3994 - CENTURY SPRINGS	2169225	Water Service	Paid by Check # 154182		03/29/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	51.65
3994 - CENTURY SPRINGS	2169988	Water Service	Paid by Check # 154182		03/29/2019	04/15/2019	04/17/2019	04/01/2019	04/17/2019	28.50
Account <b>624.95 - Operating Supplies Other Operating Supplies</b> Totals										Invoice Transactions 6
										\$302.54
Account <b>626 - Janitorial Supplies</b>										
1252 - LOWE'S	909183	Janitorial Supplies	Paid by Check # 154119		02/11/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	43.80
Account <b>626 - Janitorial Supplies</b> Totals										Invoice Transactions 1
										\$43.80

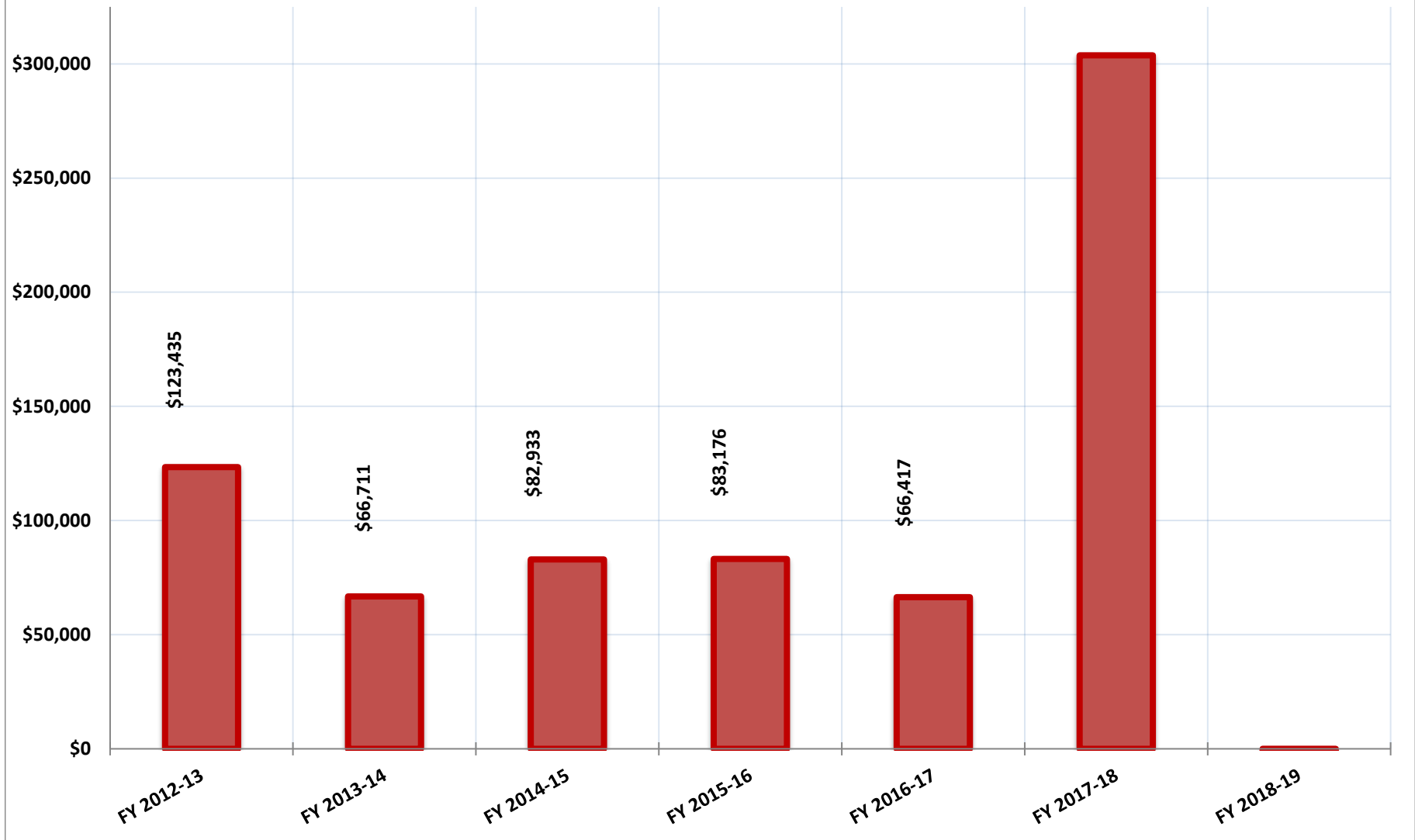


# Accounts Payable by G/L Distribution Report

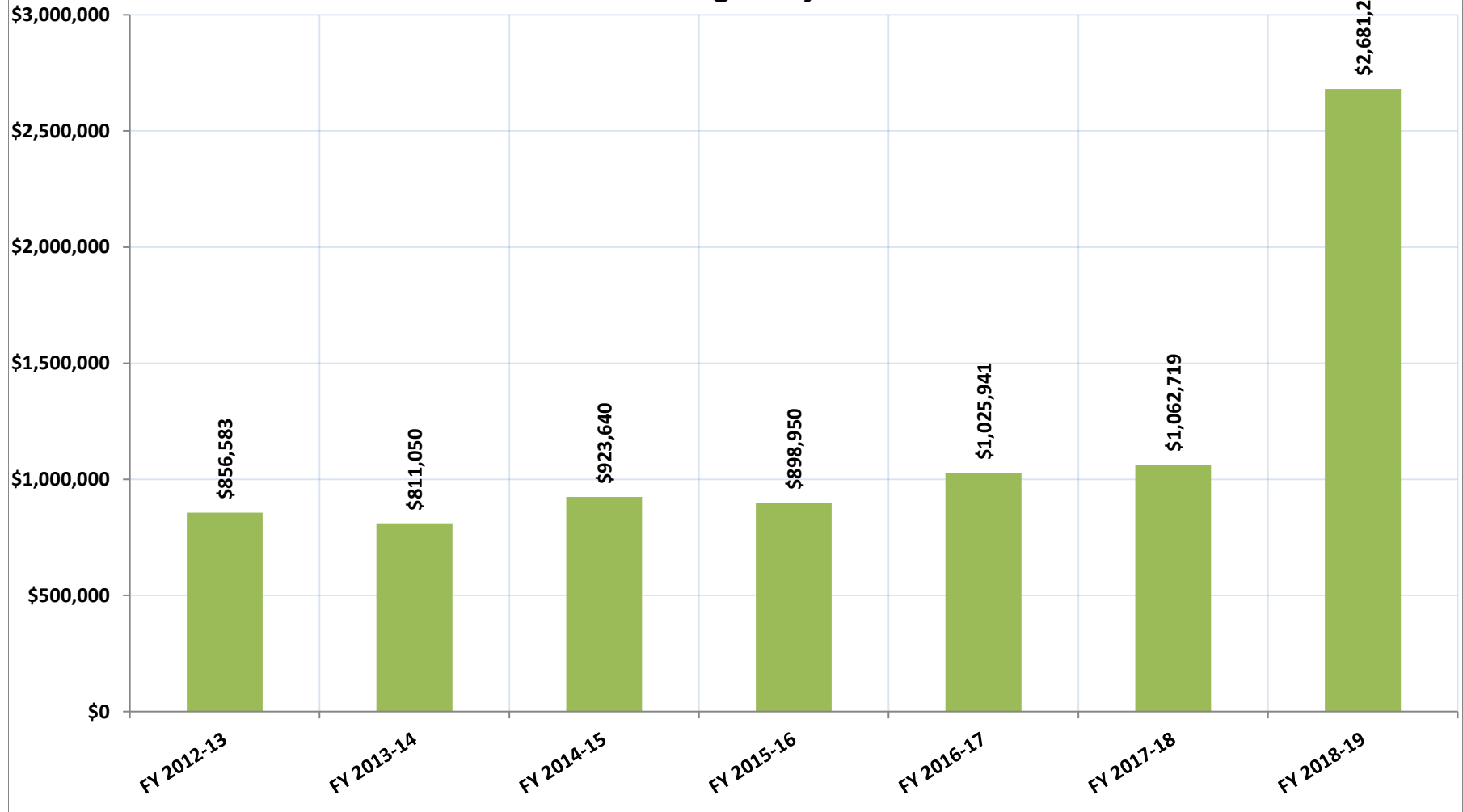
Invoice Due Date Range 04/01/19 - 04/30/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
Fund <b>236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>631.05 - Clothing Allowance</b>										
1392 - KOHL'S	319344	Uniform Allowance	Paid by Check # 154117		03/15/2019	04/01/2019	04/03/2019	03/18/2019	04/03/2019	130.97
1392 - KOHL'S	319345	Uniform Allowance	Paid by Check # 154117		03/15/2019	04/01/2019	04/03/2019	03/18/2019	04/03/2019	159.96
1197 - LANDS END BUSINESS OUTFITTERS	SIN7214785	Uniform Order	Paid by EFT # 12433		03/01/2019	04/01/2019	04/03/2019	03/12/2019	04/03/2019	61.41
1197 - LANDS END BUSINESS OUTFITTERS	SIN7254191	Uniform Order	Paid by EFT # 12601		03/15/2019	04/15/2019	04/17/2019	03/27/2019	04/17/2019	43.41
Account <b>631.05 - Clothing Allowance</b> Totals							Invoice Transactions	4		\$395.75
Program <b>00 - General</b> Totals							Invoice Transactions	46		\$47,607.87
Division <b>86 - Operations</b> Totals							Invoice Transactions	46		\$47,607.87
Department <b>85 - Dispatch Services</b> Totals							Invoice Transactions	63		\$51,186.08
Fund <b>236 - Tri-Com</b> Totals							Invoice Transactions	65		\$51,698.00
Grand Totals							Invoice Transactions	65		\$51,698.00

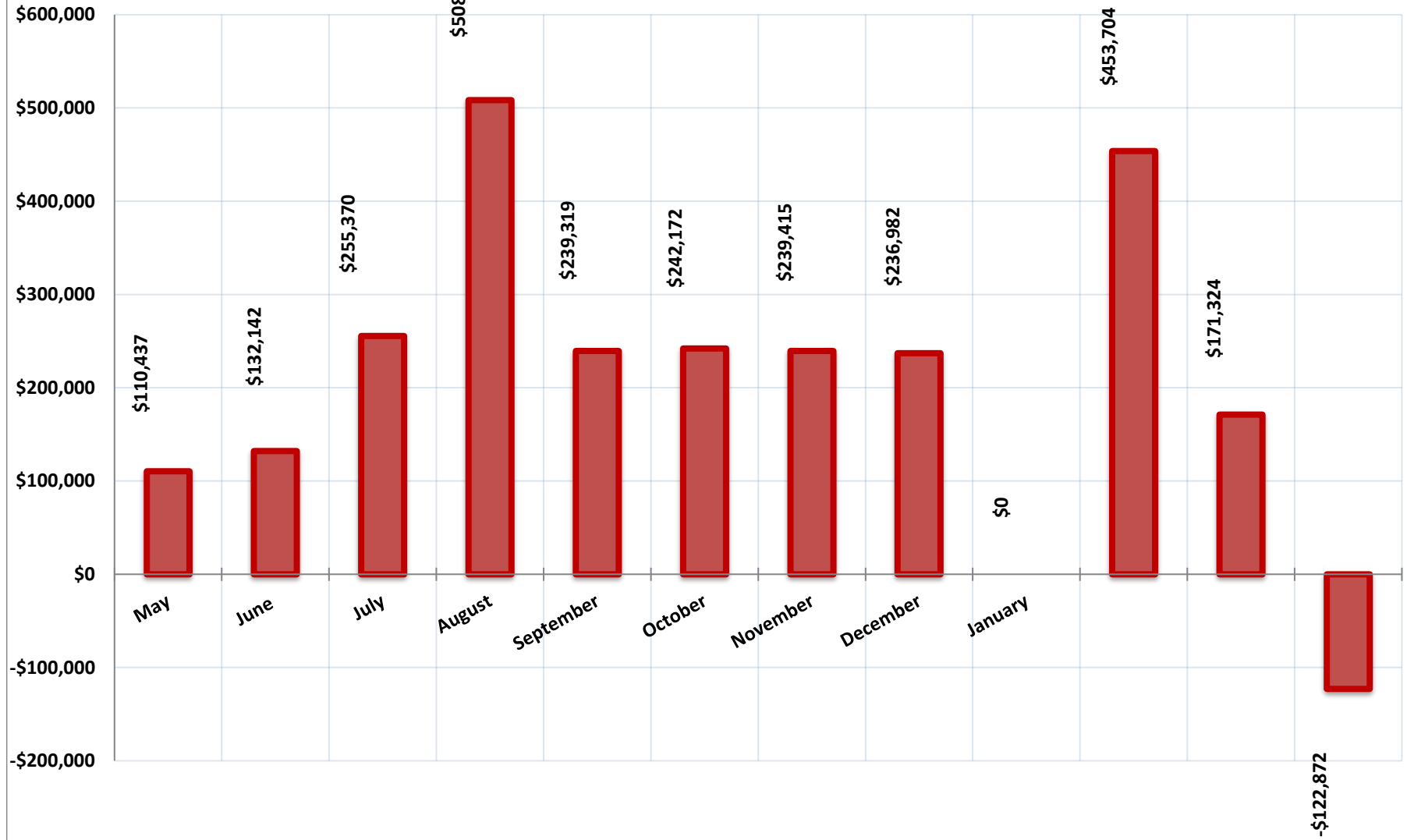
**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Comparison for April  
FY 2012-13 Through 2018-19**



**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**





# PROPOSAL *TC* 9-1-1

1550 Shore Road, Naperville, IL 60563 Phone: 630.369.2900 Fax: 630.369.1211

June 25, 2019

Mark Marzette  
Tri-Com Central Dispatch  
3823 Karl Madsen Drive  
St. Charles, IL. 60175

Phone: 630.584.8053  
E-Mail: [mmarzette@tri-com911.org](mailto:mmarzette@tri-com911.org)

Project: Install Access Control Reader for the Radio Tower Building at 1850 South Street,  
Geneva, IL. 60134.  
Subject: Proposals

Dear Mark,

Thank you for allowing Sound Incorporated the opportunity to provide you with a proposal for installing Access Control Reader for the Radio Tower Building at 1850 South Street, Geneva, IL. 60134. We have made every effort to be complete and thorough in our proposal which is based on the information from our meeting at the Radio Tower location. Please keep in mind that we have worked with our suppliers and manufacturers and valued engineered the system to fit the size and scope of work of the system.

Enclosed please find Sound Incorporated's proposal package which includes the following documents:

1. Total Investment
2. List of Equipment and Project Highlights
3. Warranty
4. Clarifications
5. Terms

Our team of professionals is looking forward to working with you. After you have reviewed our proposal, we would like to have an opportunity to sit down with you and review our scope of work and design of the system.

Should you have any questions, please contact me at (630) 369-2900 extension 3113.

Sincerely,

SOUND INCORPORATED

*Donald Danko*

Donald Danko  
Account Executive, Security Group

**Total Investment  
For Tri-Com Central Dispatch**

**The following equipment shall be furnished and installed:**

<b>1 - Lenel LNL-AL400ULX UL Listed 4A, 110VAC Power Supply.....</b>	<b>\$380.70</b>
<b>1 - Lenel LNL-2220 Intelligent Dual Reader Controller.....</b>	<b>\$1,591.89</b>
<b>1 - Lenel 920PTNNEK00000-L001 MultiCLASS SE RP40 AC Reader.....</b>	<b>\$217.14</b>
<b>1 -Altronix AX-400ULACMPower Supply/Charger with Access Power Controller..</b>	<b>\$245.33</b>
<b>1 - Interlogix 2507AD-L Aluminum Housing Armored Cable Contact, DPDT.....</b>	<b>\$45.66</b>
<b>4 - Altronix AX-BT126 12VDC 7AH RECHARGABLE BATTERY.....</b>	<b>\$107.12</b>
<b>1 - Folger Adam/Von Duprin 6210-630 Electric Door Strike.....</b>	<b>\$927.96</b>
<b>1 - Lot of cables and install shop supplies.....</b>	<b>\$763.57</b>
<b>1 - Shipping/Handling/Warranty.....</b>	<b>\$170.03</b>
<b>1 - Union Install Labor.....</b>	<b>\$2,373.60</b>

**Total Investment excluding Taxes..... \$6,823.00**

The equipment furnished and installed by Sound Inc. under this proposal shall be warranted for one (1) year.

**Clarifications**

Sound Incorporated is complying with the intent of the security bid package. The following are Clarification points to be addressed to assume proposal as a complete package.

- All work to be completed during normal business hours (7:00AM to 3:30PM, Monday thru Friday excluding holidays)
- Please allow 4-6 weeks for equipment, engineering, scheduling and coordination.
- Sound Inc will need free access to all areas related to the work.
- The proposal does not include any raceway, conduit, sleeves, coring, back boxes or 120 VAC power, where required.
- All painting and patching, if required, done by others.
- All card reader data entry by others.
- Owner to provide all the necessary IP addresses for the network devices.
- All Servers, PCs require a minimum of Microsoft Windows 10 operating system.
- Virtual computer configurations are not supported by proposed software.
- Should any existing equipment, or communications media (i.e. cables, fiber optics, etc.) be used on this contract Sound Incorporated does not warrant the operation of said equipment, and as such should any faults be found with existing equipment we reserve

the right to make additional charges to rectify such faults. All such faults will be reported to the client prior to rectification.

- Surge Suppressors are required to be working and in place for system components where applicable.
- Thermal management by owner as required for air flow on proposed equipment.
- Due to the volatile market, this proposal can only be valid for a maximum of ninety days and may be subject to cost adjustment resulting from manufacture component shortages, international production crises, market equipment values, etc...
- Owner to provide us with a list of contacts, phone numbers and e-mail addresses for the individuals that will be involved in the project.

### Terms

Payable upon presentation of invoice. Net 30 Days. For payment via credit card a 3% handling charge will be assessed.

### TERMS AND CONDITIONS

1. Creation of a Security Interest.

Until such time as Buyer has paid the agreed purchase price, Seller hereby retains, and Buyer hereby grants a purchase money security interest in the described equipment. In connection therewith, Buyer agrees to execute all instruments (including financing statements) deemed necessary by Seller under applicable law to establish, maintain and continue perfected Seller's purchase money security interest in the equipment or otherwise protect its rights in and to said equipment. Buyer hereby authorizes Seller as its attorney-in-fact to execute and file, on Buyer's behalf, any such UCC Financing Statement.

2. Limitation and Exclusion of Warranties.

Seller Hereby warrants the described equipment against defective parts for a period of one (1) year from the date of installation and warrants that the installation of said equipment shall be performed in a workmanlike manner. Buyer's exclusive remedy under these warranties shall be the repair and replacement by Seller at Seller's expense of nonconforming equipment of parts thereof.

The Warranty does not extend to any equipment which has been (1) subject to misuse, neglect, accident or abuse, (b) damaged by acts of God, exposure to elements of weather, inadequate or surplus utility power, power surges, insufficient heating/ventilating/air conditioning (HVAC), HVAC failure or causes other than ordinary use (It is the buyer's responsibility to regulate and filter any and all necessary power requirements and to supply and maintain a static free environment to insure system integrity), (c) wired, repaired or altered by anyone other than Seller without Seller's express and prior approval, (d) improperly installed by someone other than Seller, its subcontractors or affiliates, (e) used in violation of instructions furnished by Seller. In no event shall Seller be liable for consequential or incidental damages arising out of a breach of any warranty or any other provision contained herein. Seller may suspend warranty work if the purchase price is not paid in full when due and shall not be required to recommence warranty work until all obligations of Buyer under this Agreement are satisfied in full; provided, however, that nothing hereunder shall extend in the warranty period beyond one (1) year from the date of installation.

THIS WARRANTY IS THE ONLY WARRANTY GIVEN BY SELLER, AND ALL OTHER WARRANTIES EXPRESS OR IMPLIED ARE EXCLUDED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE FACE HEREOF.

3. Waiver, Amendment, Notice, Termination.

Any waiver of rights hereunder or any amendment or requirement of notice or termination hereof shall not be effective unless made in writing and signed by the party against whom such waiver, amendment, notice or termination is sought to be enforced.

4. Risk of Loss.

Upon identification of the described equipment to the contract, Buyer shall bear the risk of loss and it shall remain on Buyer regardless of any breach by Seller of any provisions hereof.



1550 Shore Road, Naperville, IL 60563 Phone: 630.369.2900 Fax: 630.369.1211

5. **Tax Obligation.**

Buyer will pay promptly when due all taxes, assessments and other charges levied or assessed by any governments or governmental agency upon the sale of the described equipment.

6. **Assignment.**

Buyer may not delegate its performance or assign its rights under this Agreement except upon the express written consent of Seller which consent may be withheld in Seller's sole discretion.

7. **Benefit.**

This Agreement shall be binding upon, shall inure to the benefit of, and shall be enforceable by, each of the parties hereto, its successors and assigns.

8. **Limitation of Liability**

Client understands that: a) Sound is not an insurer of Client's property or the personal safety of persons at said location b) Client will provide any insurance on said location and its contents c) the amount Client pays to Sound is based solely on the value of the system and service Sound provides and not on the value of Client's location or its contents d) security systems, alarm systems and Sound monitoring may not always operate properly for various reasons e) it is difficult to determine in advance the value of Client's property that might be lost, stolen or destroyed if the system or Sound service fails to operate properly f) it is difficult to determine how fast the police, fire department or others would respond to an alarm signal g) it is difficult to determine what portion, if any, of any property loss, personal injury or death would be proximately caused by Sound's failure to perform, negligence, or a failure of the system.

Therefore, Client agrees that, even if a court decided that a failure of the system, Sound's negligence, monitoring, repair or service caused or allowed any harm of damage, whether property damage, personal injury or death to Client or anyone at Client's location, Sound's liability shall be limited to six (6) times the monthly service fee, and this shall be Client's only remedy, regardless of what legal theory is used to determine that Sound was liable for the injury of loss.

9. **Third Party Indemnification and Subrogation**

If anyone other than Client asks Sound to pay for any harm and/or damages, including property damage, personal injury or death, connected with or resulting from a) a failure of the security/alarm services b) Sound's negligence c) any other improper or careless activity of Sound in providing the system or services or d) a claim for indemnification or contribution, Client will repay to Sound any amount which a court orders Sound to pay or which Sound reasonably agrees to pay and amount of Sound's reasonable attorney's fees and any other losses and costs that Sound may incur in connection with the harm and/or damages. Client's obligation to repay Sound for such harm and/or damages shall not apply if the harm and/or damages occurs while one of Sound's employees or subcontractors is in or about said location, and such harm and/or damages is solely caused by the employee or subcontractor. Unless prohibited by Client's insurance policy, Client agrees to release Sound from any claims of parties suing through Client's authority or in Client's name, such as Client's insurance company, and Client agrees to defend Sound against such claim. Client will notify its insurance company of this release.

10. **Construction**

This writing constitutes the final expression of the agreement between the parties and is intended as a complete statement of the terms of the agreement. No course of prior dealings between the parties and no trade usage shall be relevant to supplement or explain any term used in this Agreement. This Agreement has been finally accepted in the State of Illinois and shall be governed by the laws of the State of Illinois including the Uniform Commercial Code and its amendments as effective in the State of Illinois.

11. **Attorney's Fees/Interest.**

Buyer shall pay to Seller all attorney's fees, court costs, and all other expenses which may be incurred by Seller in enforcing, or attempting to enforce, any of its rights under this Agreement, or against any guarantors hereof, or with respect to any matters connected with the subject matter hereof.

12. **Interest/Late Charges.**

Buyer agrees to pay 1 ½% per month FINANCE CHARGE (18% PER ANNUM) if the purchase price it is not paid in full when due.

13. **Severability.**

This Agreement and all provisions hereof are intended to be severable, and this Agreement shall remain enforceable in the event any provision thereof is declared invalid.

14. **Authority.**

Buyer represents, covenants and warrants to Seller that Buyer has corporate or other power to make and perform this Sales Agreement and that the making and performance of the Sales Agreement by Buyer, and the financing hereunder, have been duly authorized by all necessary corporate or other action of the Buyer and will not violate any provision of law or of its Articles of Incorporation or By Laws, Articles of Organization, Certificate of Formation or other charter, or Operating Agreement or result in the breach of any agreement to which Buyer is a party or by which it is bound.

Sound Incorporated is licensed by the State of Illinois to act as a private alarm contractor. All Sound employees involved in the engineering, design, sale, installation, documentation and maintenance of the proposed system hold Permanent Employee Registration Cards (PERC) as required by the state (225 ILCS 446/80).

Respectfully Submitted by: *Donald Danko*  
Donald Danko  
Account Executive, Security Group

**Acceptance of Proposal:** The above specifications, terms and conditions are satisfactory.  
You are authorized to do the work as specified

**Buyer's Acceptance:**

Accepted by: \_\_\_\_\_  
(Printed name)

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Sound Incorporated's Acceptance:**

Accepted by: \_\_\_\_\_  
(Printed name)

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ at Naperville, IL.



## **AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	May 31, 2019 Monthly Financial Reports		
Presenter & Title:	Shevon Sherod-Ramirez, Administrative Assistant		
Date:	July 10, 2019		
<b>Please Check Appropriate Box:</b>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting _____
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	<b>YES</b> <b>NO</b>
If <b>NO</b> , please explain how the item will be funded: N/A			
<b>Executive Summary:</b>			
Financial reports for Tri-Com Central Dispatch for Fiscal Year 2020 through May 31, 2019 including Comments on the Financial Statements are presented.			
<b>Voting Requirements:</b>			
<i>This motion requires a simple majority vote.</i>			
<b>Attachments:</b> (please list)			
<ul style="list-style-type: none"> <li>Comments on the Financial Statements</li> <li>May 31, 2019 Financial Report</li> <li>Investment Schedule at May 31, 2019</li> <li>Accounts Payable by G/L Distribution Report for May 2019</li> <li>Wireless 911 Revenue Graphs</li> </ul>			
<b>Recommendation / Suggested Action:</b> (briefly explain)			
Staff recommends acceptance of the May 2019 Financial Reports as presented.			



## MEMO

Date: July 10, 2019

To: Tri-Com Board of Directors

From: Shevon Sherod-Ramirez, Administrative Assistant

Re: Financial Statement Analysis – May 31, 2019

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We are currently 8.3% through the fiscal year.

### **Revenue Analysis:**

As of the period ending May 31, 2019, \$647,552 has been received. This accounts for approximately 15% of the Fiscal Year 2020 revenue budget.

Wireless 911: Total receipts for the fiscal year are \$175,616 or 7% 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 \$175,616.

Dispatch Services: The first of four quarterly payments was billed in May. One quarter of the total of all four quarters has been billed and all members have paid on-time.

Other Revenues: Total receipts in May are \$4,395 in Other Revenues. This category consists of Interest Income and Miscellaneous Revenue.

### **Expenditure Analysis – General Fund:**

As of May 31, expenditures totaled \$174,727 or 4% of the amended budget of \$4,295,045. Please see the attached Income Statement report for the detail by division. Personnel Services accounts are 63% of the total budget and is within the budgeted amounts.

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

Classification	Current YTD Balance
<b>ASSETS</b>	
<i>Current Assets</i>	
Cash & Investments	3,177,447
Prepaid Items	0
<i>Current Assets Totals</i>	<u>3,177,447</u>
<i>Current Receivables</i>	
A/R Invoicing	15,716
Other Receivables	6,118
<i>Current Receivables Totals</i>	<u>21,833</u>
Intergovernmental Receivables	242,578
<b>ASSETS TOTALS</b>	<u>3,441,858</u>
<b>LIABILITIES AND FUND EQUITY</b>	
<b>LIABILITIES</b>	
<i>Current Liabilities</i>	
Accounts Payable	298,189
Deferred Revenue	174,418
Compensated Absences	230,677
<i>Current Liabilities Totals</i>	<u>703,284</u>
<b>LIABILITIES TOTALS</b>	<u>703,284</u>
<b>FUND EQUITY</b>	
Fund Balance	2,265,749
<b>MAY 31, 2019 FUND BALANCE</b>	<u>2,265,749</u>
Fund Revenues	(647,552)
Fund Expenses	174,727
<b>CURRENT FUND BALANCE</b>	<u>2,738,575</u>
<b>LIABILITIES AND FUND EQUITY</b>	<u>3,441,858</u>

**City of Geneva**  
**Investments - Tri-Com**  
**May 31, 2019**

<b>Purchase Date</b>	<b>CUSIP</b>	<b>Maturity Date</b>	<b>Description</b>	<b>Rate/ Yield</b>	<b>Cost</b>	<b>Fair Value/Market</b>	<b>Par Value/Face</b>
<b><u>Certificates of Deposit</u></b>							
1/10/2019	264824	1/1/2020	CD - Landmark Community Bank	2.742%	243,100.00	243,100.00	249,766.48
1/10/2019	264823	7/3/2020	CD - Country Bank	2.811%	239,600.00	239,600.00	249,537.98
					<u>\$ 482,700.00</u>	<u>\$ 482,700.00</u>	<u>\$ 499,304.46</u>
<b><u>U.S. Treasury</u></b>							
10/31/2018	912828J50	2/29/2020	US Treasury Bill	1.375%	246,428.86	248,232.50	245,849.61
					<u>\$ 246,428.86</u>	<u>\$ 248,232.50</u>	<u>\$ 245,849.61</u>
<b><u>U.S. Agencies</u></b>							
					<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
					<u>\$ 729,128.86</u>	<u>\$ 730,932.50</u>	<u>\$ 745,154.07</u>

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

Account Description	Annual Budget Amount	MTD Actual	YTD Actual Amount	Budget Less YTD Actual	% of Budget
<b>REVENUE</b>					
<i>Intergovernmental Revenues</i>					
Wireless 911	2,400,000	175,616	175,616	2,224,384	7%
Federal/State/Local Grants	0	0	0	0	0%
<i>Intergovernmental Revenues Totals</i>	<u>2,400,000</u>	<u>175,616</u>	<u>175,616</u>	<u>2,224,384</u>	<u>7%</u>
<i>Service Charges</i>					
Dispatch Services	1,870,045	467,541	467,541	1,402,504	25%
<i>Service Charges Totals</i>	<u>1,870,045</u>	<u>467,541</u>	<u>467,541</u>	<u>1,402,504</u>	<u>25%</u>
<i>Other Revenues</i>					
Interest Income	25,000	4,371	4,371	20,629	17%
Reimbursed Expenditures	0	24	24	(24)	0%
Miscellaneous	0	0	0	0	0%
<i>Other Revenues Totals</i>	<u>25,000</u>	<u>4,395</u>	<u>4,395</u>	<u>20,605</u>	<u>18%</u>
<i>Other Financing Sources</i>					
Other Financing Sources	0	0	0	0	0%
Reappropriation	0	0	0	0	0%
<i>Other Financing Sources Totals</i>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0%</u>
<b>REVENUE TOTALS</b>	<u>4,295,045</u>	<u>647,552</u>	<u>647,552</u>	<u>3,647,493</u>	<u>15%</u>
<b>EXPENSE</b>					
<i>Administration</i>					
Personnel Services	647,105	29,421	29,421	617,684	5%
Contractual Services	121,451	19,461	19,461	101,990	16%
Commodities	3,450	0	0	3,450	0%
<b>Total</b>	<u>772,006</u>	<u>48,882</u>	<u>48,882</u>	<u>723,124</u>	<u>6%</u>
<i>Operations</i>					
Personnel Services	2,046,464	116,128	116,128	1,930,336	6%
Contractual Services	868,075	4,207	4,207	863,868	0%
Commodities	39,300	5,509	5,509	33,791	14%
Capital Outlay	0	0	0	0	0%
Other Expenditures	2,000	0	0	2,000	0%
<b>Total</b>	<u>2,955,839</u>	<u>125,845</u>	<u>125,845</u>	<u>2,829,994</u>	<u>4%</u>
<i>Debt Service</i>					
Debt Service	148,655	0	0	148,655	0%
<b>Total</b>	<u>148,655</u>	<u>0</u>	<u>0</u>	<u>148,655</u>	<u>0%</u>
<i>Capital Expenditures</i>					
Capital Outlay	130,500	0	0	130,500	0%
Other Expenditures	288,045	0	0	288,045	0%
<b>Total</b>	<u>418,545</u>	<u>0</u>	<u>0</u>	<u>418,545</u>	<u>0%</u>
<b>EXPENSE TOTALS</b>	<u>4,295,045</u>	<u>174,727</u>	<u>174,727</u>	<u>4,120,318</u>	<u>4%</u>
<b>Fund 100 - General Fund Totals</b>					
<b>REVENUE TOTALS</b>	<u>4,295,045</u>	<u>647,552</u>	<u>647,552</u>	<u>3,647,493</u>	<u>15%</u>
<b>EXPENSE TOTALS</b>	<u>4,295,045</u>	<u>174,727</u>	<u>174,727</u>	<u>4,120,318</u>	<u>4%</u>
<b>Fund 100 - General Fund Net Gain (Loss)</b>	<u>0</u>	<u>472,825</u>	<u>472,825</u>	<u>472,825</u>	



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>521.10 - Group Insurance FSA Administration</b>										
1190 - INFINSOURCE BENEFITS SERVICES	90438792	FBA Monthly Fee - April 2019	Paid by EFT # 12918		04/09/2019	05/20/2019	04/30/2019	04/22/2019	05/22/2019	5.00
Account <b>521.10 - Group Insurance FSA Administration</b> Totals										Invoice Transactions 1
										\$5.00
Account <b>521.15 - Group Insurance EAP</b>										
2004 - TRI CITY FAMILY SERVICES	050119	EAP Services 3rd Installment	Paid by EFT # 12953		03/27/2019	05/20/2019	05/22/2019	05/01/2019	05/22/2019	123.14
Account <b>521.15 - Group Insurance EAP</b> Totals										Invoice Transactions 1
										\$123.14
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	50119	Life Insurance Premium-May 2019	Paid by EFT # 12874		05/01/2019	05/20/2019	05/22/2019	05/13/2019	05/22/2019	49.64
Account <b>521.25 - Group Insurance Life</b> Totals										Invoice Transactions 1
										\$49.64
Account <b>543 - Legal Service</b>										
1013 - CLARK BAIRD SMITH LLP	11113	Legal Service Fees	Paid by Check # 154278		03/31/2019	05/06/2019	04/30/2019	04/08/2019	05/08/2019	2,210.00
1049 - RADOVICH LAW OFFICE, P.C.	1987-0000M-5	Legal Service Fees	Paid by Check # 154346		04/03/2019	05/06/2019	04/30/2019	04/08/2019	05/08/2019	1,150.00
Account <b>543 - Legal Service</b> Totals										Invoice Transactions 2
										\$3,360.00
Account <b>562 - Telephone</b>										
1233 - VERIZON WIRELESS	9828627892	Wireless Phone - Apr 2019	Paid by EFT # 12775		04/21/2019	05/20/2019	04/30/2019	05/08/2019	04/30/2019	106.90
Account <b>562 - Telephone</b> Totals										Invoice Transactions 1
										\$106.90
Account <b>572 - Travel &amp; Meals</b>										
4511 - TIFFANY MYERS	MYER041219	Reimbursement Training Mileage & Meals	Paid by EFT # 12715		04/12/2019	05/06/2019	04/30/2019	04/12/2019	05/08/2019	107.98
1401 - SARAH STOFFA	STOF042219	Mileage Reimbursement	Paid by EFT # 12734		04/22/2019	05/06/2019	04/30/2019	04/22/2019	05/08/2019	152.58
4766 - GAYLORD PALMS RESORT & CONVENTION CENTER	40919	Lodging for NENA Conference	Paid by EFT # 12873		04/09/2019	05/20/2019	05/22/2019	04/30/2019	05/24/2019	239.30
4763 - JASON'S DE;LI # 182	81	Training Meal	Paid by EFT # 12828		04/15/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	13.41
2786 - JERSEY MIKE'S SUBS	0100056001224084	Training Meal	Paid by EFT # 12829		04/16/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	14.56
1842 - PANERA BREAD	303660895	Training Meal	Paid by EFT # 12825		04/05/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	11.90
1841 - POTBELLY SANDWICH SHOP	103	Training Meal	Paid by EFT # 12826		04/11/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	10.86
2426 - NICOLE LAMELA	042619Lamel	Training Meal	Paid by Check # 154495		04/26/2019	05/20/2019	04/30/2019	04/29/2019	05/22/2019	32.00





# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

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<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>572 - Travel &amp; Meals</b>										
4511 - TIFFANY MYERS	043019Myer	Reimburse Training	Paid by EFT #		05/01/2019	05/20/2019	04/30/2019	05/01/2019	05/22/2019	39.09
		Mileage & Meal	12929							
4511 - TIFFANY MYERS	050119Myer	Reimburse Training	Paid by EFT #		05/01/2019	05/20/2019	04/30/2019	05/01/2019	05/22/2019	50.47
		Mileage & Meal	12929							
Account <b>572 - Travel &amp; Meals</b> Totals										Invoice Transactions 10
										\$672.15
Account <b>573 - Training &amp; Professional Development</b>										
1605 - APCO INTERNATIONAL	594093	FSC & CCS Instructor	Paid by EFT #		03/27/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	95.00
		Recertification	12824							
2061 - FRED PRYOR CAREERTRACK	5255002	Training Class	Paid by EFT #		03/21/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	199.00
		Subscription	12822							
2061 - FRED PRYOR CAREERTRACK	5255005	Training Class	Paid by EFT #		03/21/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	199.00
		Subscription	12823							
2734 - NENA INSTITUTE BOARD	NENA201904010926	Conference	Paid by EFT #		04/01/2019	05/20/2019	05/22/2019	04/30/2019	05/24/2019	599.00
		Registration	12865							
Account <b>573 - Training &amp; Professional Development</b> Totals										Invoice Transactions 4
										\$1,092.00
Account <b>591 - Liability Insurance</b>										
4461 - ILLINOIS PUBLIC RISK FUND	37972	Liability Insurance	Paid by Check # 154441		05/06/2019	05/20/2019	05/22/2019	05/06/2019	05/22/2019	15,805.00
Account <b>591 - Liability Insurance</b> Totals										Invoice Transactions 1
										\$15,805.00
Account <b>595.05 - Rentals Copier</b>										
1169 - GORDON FLESCH CO INC	IN12583041	Copier Maintenance	Paid by EFT #		04/20/2019	05/06/2019	04/30/2019	04/25/2019	05/08/2019	191.21
			12698							
Account <b>595.05 - Rentals Copier</b> Totals										Invoice Transactions 1
										\$191.21
Account <b>599 - Other Contractual Services</b>										
1304 - CITY OF GENEVA	2019-08008014	COG General Fund	Paid by EFT #		04/03/2019	05/06/2019	03/31/2019	04/26/2019	04/03/2019	4,349.21
		Wages Chargeable to Tri-Com	12651							
1304 - CITY OF GENEVA	2020-08008002	COG General Fund	Paid by EFT #		05/06/2019	05/20/2019	04/30/2019	05/08/2019	05/06/2019	2,943.02
		Wages Chargeable to Tri-Com	12754							
Account <b>599 - Other Contractual Services</b> Totals										Invoice Transactions 2
										\$7,292.23
Account <b>631.05 - Clothing Allowance</b>										
1197 - LANDS END BUSINESS OUTFITTERS	SCR904686	Credit for Returned	Paid by EFT #		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(28.41)
		Uniforms	12707							
1197 - LANDS END BUSINESS OUTFITTERS	SCR904689	Credit for Returned	Paid by EFT #		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(42.96)
		Uniforms	12707							
1197 - LANDS END BUSINESS OUTFITTERS	SCR904691	Uniform Returns -	Paid by EFT #		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(34.97)
		Credit	12707							
1197 - LANDS END BUSINESS OUTFITTERS	SCR904693	Uniform Returns -	Paid by EFT #		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(83.60)
		Credit	12707							



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>41 - Administration</b>										
Program <b>00 - General</b>										
Account <b>631.05 - Clothing Allowance</b>										
1197 - LANDS END BUSINESS OUTFITTERS	SCR904699	Uniform Returns - Credit	Paid by EFT # 12707		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(27.90)
1197 - LANDS END BUSINESS OUTFITTERS	SCR904720	Uniform Returns - Credit	Paid by EFT # 12707		03/27/2019	05/06/2019	04/30/2019	04/03/2019	05/08/2019	(138.90)
1392 - KOHL'S	319914	Uniform Allowance	Paid by Check # 154451		05/03/2019	05/20/2019	04/30/2019	05/06/2019	05/22/2019	30.00
1392 - KOHL'S	319915	Uniform Allowance	Paid by Check # 154451		05/03/2019	05/20/2019	04/30/2019	05/06/2019	05/22/2019	29.99
Account <b>631.05 - Clothing Allowance</b> Totals									Invoice Transactions 8	(\$296.75)
Account <b>641 - Books</b>										
1597 - AMAZON	1132856680168345	Books	Paid by EFT # 12805		04/17/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	13.59
Account <b>641 - Books</b> Totals									Invoice Transactions 1	\$13.59
Program <b>00 - General</b> Totals									Invoice Transactions 33	\$28,414.11
Division <b>41 - Administration</b> Totals									Invoice Transactions 33	\$28,414.11
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>521.10 - Group Insurance FSA Administration</b>										
1190 - INFINSOURCE BENEFITS SERVICES	90438792	FBA Monthly Fee - April 2019	Paid by EFT # 12918		04/09/2019	05/20/2019	04/30/2019	04/22/2019	05/22/2019	45.00
Account <b>521.10 - Group Insurance FSA Administration</b> Totals									Invoice Transactions 1	\$45.00
Account <b>521.15 - Group Insurance EAP</b>										
2004 - TRI CITY FAMILY SERVICES	050119	EAP Services 3rd Installment	Paid by EFT # 12953		03/27/2019	05/20/2019	05/22/2019	05/01/2019	05/22/2019	451.50
Account <b>521.15 - Group Insurance EAP</b> Totals									Invoice Transactions 1	\$451.50
Account <b>521.25 - Group Insurance Life</b>										
1062 - STANDARD INSURANCE COMPANY	50119	Life Insurance Premium-May 2019	Paid by EFT # 12874		05/01/2019	05/20/2019	05/22/2019	05/13/2019	05/22/2019	248.54
Account <b>521.25 - Group Insurance Life</b> Totals									Invoice Transactions 1	\$248.54
Account <b>531.05 - Maintenance Service Building</b>										
1271 - FOX VALLEY FIRE & SAFETY	IN00256906	Fire Alarm Monitoring Quarterly PSAP	Paid by EFT # 12692		04/10/2019	05/06/2019	04/30/2019	04/18/2019	05/08/2019	135.00
1271 - FOX VALLEY FIRE & SAFETY	IN00257349	Fire Alarm Monitoring Quarterly Tower	Paid by EFT # 12692		04/10/2019	05/06/2019	04/30/2019	04/18/2019	05/08/2019	135.00
2983 - VONS ELECTRIC INC	14034	Electrical Work in Kitchen	Paid by EFT # 12959		05/02/2019	05/20/2019	05/22/2019	05/06/2019	05/22/2019	488.00
Account <b>531.05 - Maintenance Service Building</b> Totals									Invoice Transactions 3	\$758.00



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>531.10 - Maintenance Service Equipment</b>										
1297 - PREON INC	1900115	Replace 3 UPS Cooling Fans	Paid by Check # 154344		04/09/2019	05/06/2019	04/30/2019	04/24/2019	05/08/2019	1,077.00
Account <b>531.10 - Maintenance Service Equipment</b> Totals									Invoice Transactions 1	\$1,077.00
Account <b>531.30 - Maintenance Service Snow Removal</b>										
1074 - TWIN OAKS LANDSCAPING	SR880596-0013	Snow Removal & Salt Application	Paid by Check # 154485		04/13/2019	05/20/2019	04/30/2019	05/10/2019	05/22/2019	390.00
Account <b>531.30 - Maintenance Service Snow Removal</b> Totals									Invoice Transactions 1	\$390.00
Account <b>531.40 - Maintenance Service Computer Software</b>										
1821 - GODADDY.COM	1472759477	Office 365 Online Essentials Upgrade	Paid by EFT # 12866		04/05/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	29.59
3153 - SENDGRID	INV04103863	Email Relay Service Monthly Fee	Paid by EFT # 12863		04/01/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	29.95
Account <b>531.40 - Maintenance Service Computer Software</b> Totals									Invoice Transactions 2	\$59.54
Account <b>544 - Medical Service</b>										
1076 - TYLER MEDICAL SERVICES	406824	Pre-Employment Drug Screen & Physical	Paid by EFT # 12955		04/29/2019	05/20/2019	04/30/2019	05/02/2019	05/22/2019	129.00
Account <b>544 - Medical Service</b> Totals									Invoice Transactions 1	\$129.00
Account <b>546 - Janitorial Service</b>										
3346 - CITYWIDE BUILDING MAINTENANCE	31791	Cleaning Services - May 2019	Paid by EFT # 12894		05/01/2019	05/20/2019	05/22/2019	05/02/2019	05/22/2019	1,643.92
Account <b>546 - Janitorial Service</b> Totals									Invoice Transactions 1	\$1,643.92
Account <b>559 - Other Professional Services</b>										
4530 - BACKGROUNDS ONLINE	511431	Applicant Background Check	Paid by EFT # 12861		03/31/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	79.95
4135 - DIRECTV	36203463136	Satellite TV Service	Paid by Check # 154421		04/26/2019	05/20/2019	05/22/2019	05/02/2019	05/22/2019	66.99
Account <b>559 - Other Professional Services</b> Totals									Invoice Transactions 2	\$146.94
Account <b>562 - Telephone</b>										
1004 - CALL ONE	Tricom041519	Phone Service	Paid by EFT # 12679		04/15/2019	05/06/2019	04/30/2019	04/12/2019	05/08/2019	35,554.02
1039 - KANE COUNTY GOVERNMENT	FY2019-051	Administrative Phone Lines	Paid by Check # 154319		04/16/2019	05/06/2019	04/30/2019	04/16/2019	05/08/2019	112.39
Account <b>562 - Telephone</b> Totals									Invoice Transactions 2	\$35,666.41
Account <b>565 - Internet</b>										
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1925602	LEADS & Internet Service	Paid by Check # 154360		04/15/2019	05/06/2019	04/30/2019	04/25/2019	05/08/2019	1,027.71
Account <b>565 - Internet</b> Totals									Invoice Transactions 1	\$1,027.71



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>572 - Travel &amp; Meals</b>										
3715 - TAMMY KLEVENO	KLEV041619	Reimbursement for	Paid by Check		04/16/2019	05/06/2019	04/30/2019	04/16/2019	05/08/2019	1,332.80
		Conference Expenses	# 154324							
1094 - ALDI INC	41719	Telecommunicator's	Paid by EFT #		04/17/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	41.81
		Week Meals	12870							
1834 - JEWEL OSCO	41719	Telecommunicator's	Paid by EFT #		04/17/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	7.36
		Week Meals	12869							
1834 - JEWEL OSCO	41819	Cake for	Paid by EFT #		04/18/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	48.83
		Telecommunicator's	12872							
		Week								
Account <b>572 - Travel &amp; Meals</b> Totals										Invoice Transactions 4
										\$1,430.80
Account <b>573 - Training &amp; Professional Development</b>										
4100 - POLICE LEGAL SCIENCES	8924	Training Program	Paid by Check		04/23/2019	05/06/2019	05/08/2019	04/23/2019	05/08/2019	1,920.00
		Annual Fee	# 154342							
1605 - APCO INTERNATIONAL	594084	PST Recertification	Paid by EFT #		03/27/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	30.00
			12859							
Account <b>573 - Training &amp; Professional Development</b> Totals										Invoice Transactions 2
										\$1,950.00
Account <b>581.05 - Utilities Electric</b>										
1005 - CITY OF ST CHARLES	Tricom041519	Utilities - Electric & Sewer	Paid by Check		04/01/2019	05/06/2019	04/30/2019	04/15/2019	05/08/2019	2,615.71
			# 154277							
Account <b>581.05 - Utilities Electric</b> Totals										Invoice Transactions 1
										\$2,615.71
Account <b>581.10 - Utilities Natural Gas</b>										
1373 - NICOR GAS 0632	8152828017/04	Gas Services - 1850	Paid by Check		04/23/2019	05/20/2019	04/30/2019	04/30/2019	05/22/2019	43.83
	19	South St	# 154459							
1373 - NICOR GAS 0632	9305123193/04	Gas Services - 3823	Paid by Check		04/29/2019	05/20/2019	04/30/2019	05/06/2019	05/22/2019	341.29
	19	Karl Madsen Dr	# 154459							
Account <b>581.10 - Utilities Natural Gas</b> Totals										Invoice Transactions 2
										\$385.12
Account <b>581.20 - Utilities Water/Sewer</b>										
1005 - CITY OF ST CHARLES	Tricom041519	Utilities - Electric & Sewer	Paid by Check		04/01/2019	05/06/2019	04/30/2019	04/15/2019	05/08/2019	53.66
			# 154277							
Account <b>581.20 - Utilities Water/Sewer</b> Totals										Invoice Transactions 1
										\$53.66
Account <b>595.95 - Rentals Miscellaneous</b>										
4227 - TECHNOLOGY MANAGEMENT REV FUND	T1925602	LEADS & Internet Service	Paid by Check		04/15/2019	05/06/2019	04/30/2019	04/25/2019	05/08/2019	580.00
			# 154360							
Account <b>595.95 - Rentals Miscellaneous</b> Totals										Invoice Transactions 1
										\$580.00
Account <b>599 - Other Contractual Services</b>										
1774 - MOTOROLA SOLUTIONS INC	41637342019	Starcom Radio Usage	Paid by EFT #		04/01/2019	05/06/2019	04/30/2019	04/09/2019	05/08/2019	44.00
			12713							
Account <b>599 - Other Contractual Services</b> Totals										Invoice Transactions 1
										\$44.00



# Accounts Payable by G/L Distribution Report

Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>621 - Office Supplies</b>										
1031 - OFFICE DEPOT	304503708-001	Office Supplies	Paid by EFT # 12871		04/17/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	30.64
Account <b>621 - Office Supplies</b> Totals										Invoice Transactions 1
										\$30.64
Account <b>624.95 - Operating Supplies Other Operating Supplies</b>										
1597 - AMAZON	1133023722084	Toaster	Paid by EFT # 12860		04/01/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	22.84
1956 - HARTFORD BADGES	58088	ID Badge	Paid by EFT # 12862		04/02/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	9.25
3994 - CENTURY SPRINGS	2181631	Water Service	Paid by Check # 154414		04/12/2019	05/20/2019	04/30/2019	05/01/2019	05/22/2019	51.65
3994 - CENTURY SPRINGS	2193571	Water Service	Paid by Check # 154414		04/26/2019	05/20/2019	04/30/2019	05/01/2019	05/22/2019	51.65
Account <b>624.95 - Operating Supplies Other Operating Supplies</b> Totals										Invoice Transactions 4
										\$135.39
Account <b>626 - Janitorial Supplies</b>										
1252 - LOWE'S	910156	Janitorial Supplies	Paid by Check # 154329		03/05/2019	05/06/2019	04/30/2019	04/05/2019	05/08/2019	63.32
1252 - LOWE'S	909092	Janitorial Supplies	Paid by Check # 154329		03/19/2019	05/06/2019	04/30/2019	04/05/2019	05/08/2019	25.68
1252 - LOWE'S	909606	Janitorial Supplies	Paid by Check # 154455		04/18/2019	05/20/2019	04/30/2019	05/07/2019	05/22/2019	49.61
1252 - LOWE'S	910467	Janitorial Supplies	Paid by Check # 154455		04/26/2019	05/20/2019	04/30/2019	05/07/2019	05/22/2019	54.19
Account <b>626 - Janitorial Supplies</b> Totals										Invoice Transactions 4
										\$192.80
Account <b>631.05 - Clothing Allowance</b>										
1392 - KOHL'S	319660	Uniform Allowance	Paid by Check # 154325		04/12/2019	05/06/2019	04/30/2019	04/15/2019	05/08/2019	317.21
1197 - LANDS END BUSINESS OUTFITTERS	SIN7318083	Uniform Order	Paid by EFT # 12707		04/11/2019	05/06/2019	04/30/2019	04/23/2019	05/08/2019	948.90
1197 - LANDS END BUSINESS OUTFITTERS	SIN7325458	Uniform Order	Paid by EFT # 12707		04/15/2019	05/06/2019	04/30/2019	04/23/2019	05/08/2019	38.87
1197 - LANDS END BUSINESS OUTFITTERS	SIN7331886	Uniform Order	Paid by EFT # 12707		04/17/2019	05/06/2019	04/30/2019	04/23/2019	05/08/2019	48.95
1392 - KOHL'S	319916	Uniform Allowance	Paid by Check # 154451		05/03/2019	05/20/2019	04/30/2019	05/06/2019	05/22/2019	88.34
1197 - LANDS END BUSINESS OUTFITTERS	SIN7356534	Uniform Order	Paid by EFT # 12920		04/25/2019	05/20/2019	04/30/2019	05/09/2019	05/22/2019	456.52
Account <b>631.05 - Clothing Allowance</b> Totals										Invoice Transactions 6
										\$1,898.79

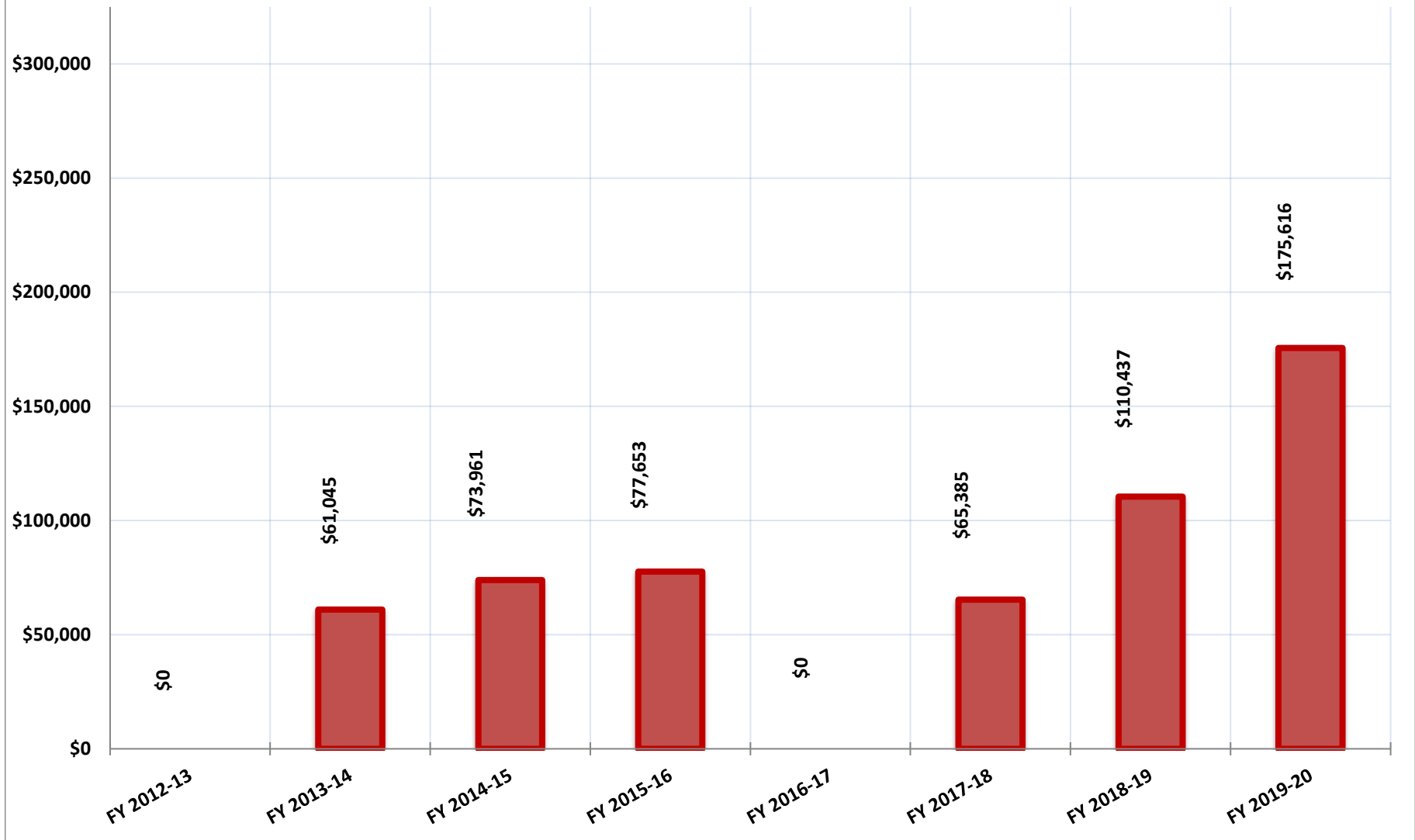


# Accounts Payable by G/L Distribution Report

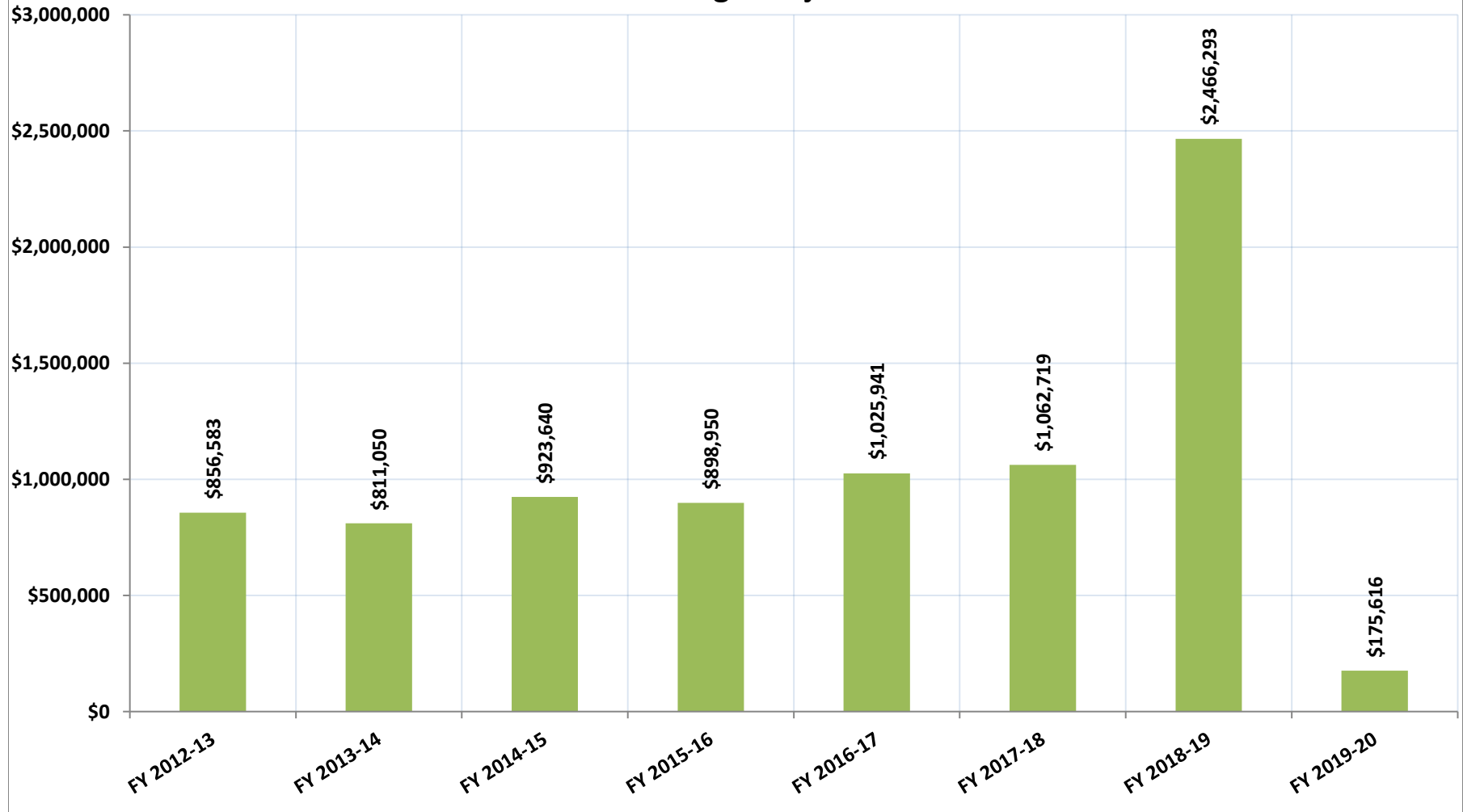
Invoice Due Date Range 05/01/19 - 05/31/19

Vendor	Invoice No.	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Amount
<b>Fund 236 - Tri-Com</b>										
Department <b>85 - Dispatch Services</b>										
Division <b>86 - Operations</b>										
Program <b>00 - General</b>										
Account <b>663 - Computer Software</b>										
4460 - LEFTA SYSTEMS	2128	DOR Software Annual Fee	Paid by Check # 154328		04/22/2019	05/06/2019	05/08/2019	04/23/2019	05/08/2019	660.00
3780 - TARGETSOLUTIONS LEARNING LLC	Tricom041619	Career Tracking Software Annual	Paid by Check # 154359		04/16/2019	05/06/2019	05/08/2019	04/16/2019	05/08/2019	2,494.50
Account <b>663 - Computer Software</b> Totals Invoice Transactions 2										<u>\$3,154.50</u>
Account <b>917 - Employee Awards</b>										
3276 - DOLLAR TREE STORES INC # 934	41219	Prizes for TC Week	Paid by EFT # 12868		04/12/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	45.00
2062 - WALGREENS	41819	Employee Awards	Paid by EFT # 12827		04/18/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	164.35
2454 - WALMART # 5352	41219	Prizes for TC Week	Paid by EFT # 12867		04/12/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	35.50
Account <b>917 - Employee Awards</b> Totals Invoice Transactions 3										<u>\$244.85</u>
Program <b>00 - General</b> Totals Invoice Transactions 49										<u>\$54,359.82</u>
Program <b>95 - Capital Outlay</b>										
Account <b>820 - Machinery &amp; Equipment</b>										
1597 - AMAZON	1138840911281 943	Wireless Phone Battery	Paid by EFT # 12864		04/01/2019	05/20/2019	04/30/2019	04/30/2019	05/24/2019	134.20
Account <b>820 - Machinery &amp; Equipment</b> Totals Invoice Transactions 1										<u>\$134.20</u>
Program <b>95 - Capital Outlay</b> Totals Invoice Transactions 1										<u>\$134.20</u>
Division <b>86 - Operations</b> Totals Invoice Transactions 50										<u>\$54,494.02</u>
Department <b>85 - Dispatch Services</b> Totals Invoice Transactions 83										<u>\$82,908.13</u>
Fund <b>236 - Tri-Com</b> Totals Invoice Transactions 83										<u>\$82,908.13</u>
Grand Totals Invoice Transactions 83										<u>\$82,908.13</u>

**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Comparison for May  
FY 2012-13 Through 2019-20**

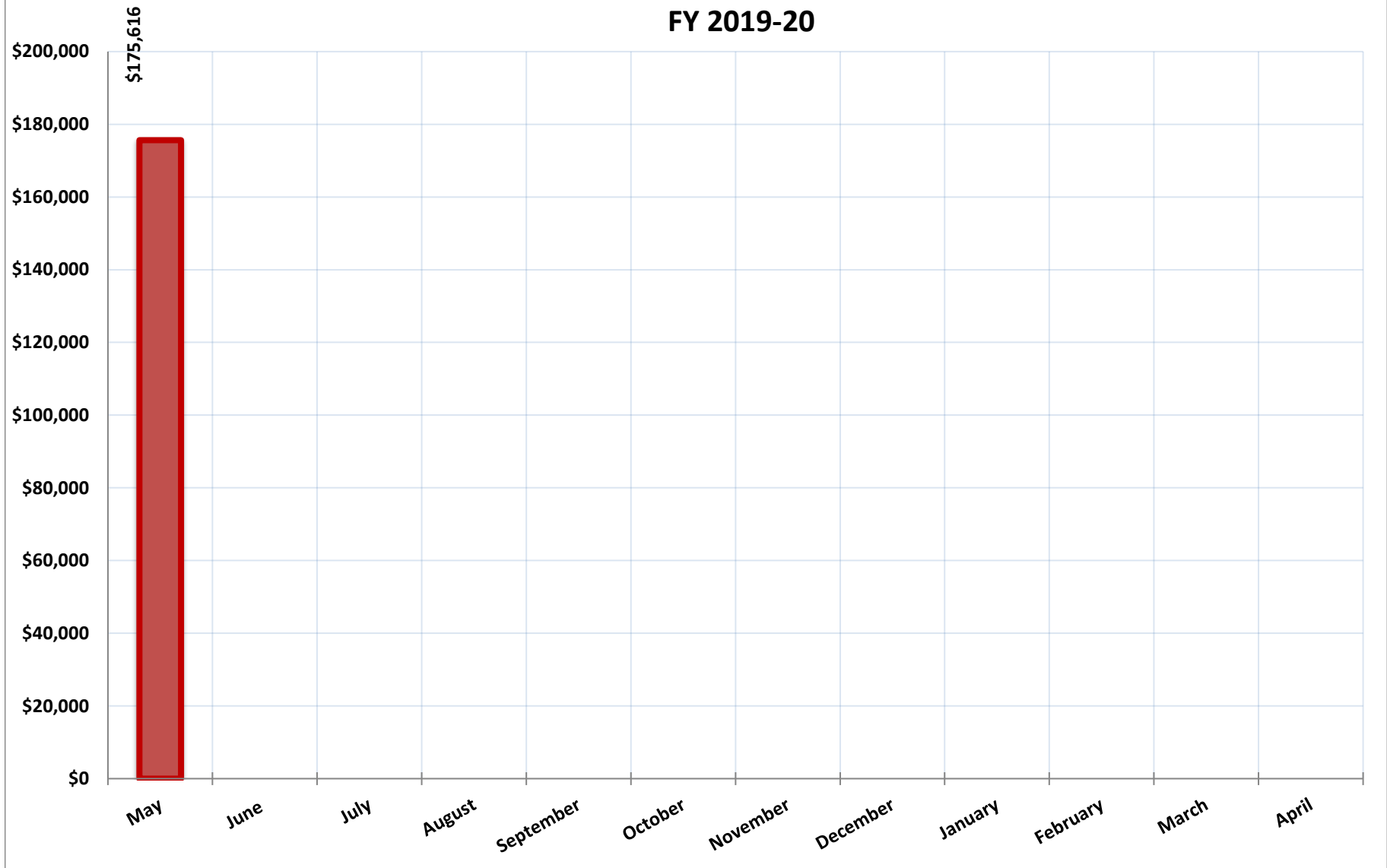


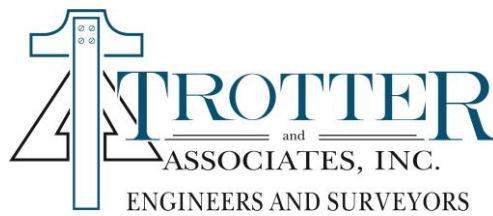
**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Annual Comparison  
FY 2012-13 Through Projected 2019-20**





**Tri-Com Central Dispatch  
Wireless 911 Revenue  
Monthly Revenue  
FY 2019-20**





## Memorandum

**Date:** May 28, 2019

**To:** Nicole Lamela, ENP, CMCP - Director

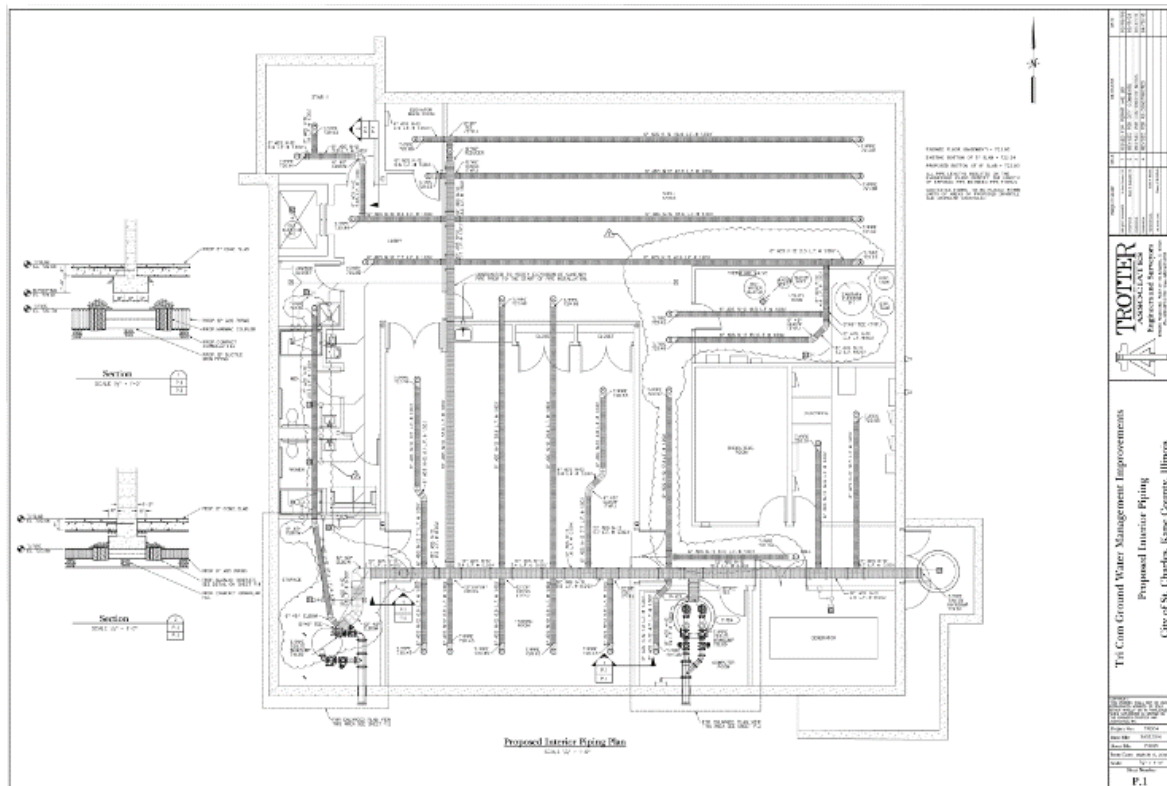
**From:** Scott Trotter, P.E., BCEE

**Subject:** Generator Room Seepage

Nicole,

I have reviewed the original investigation memos, recommended alternatives, design decisions, as-builts, the current generator room seepage, the condition of the system, and the monitoring well.

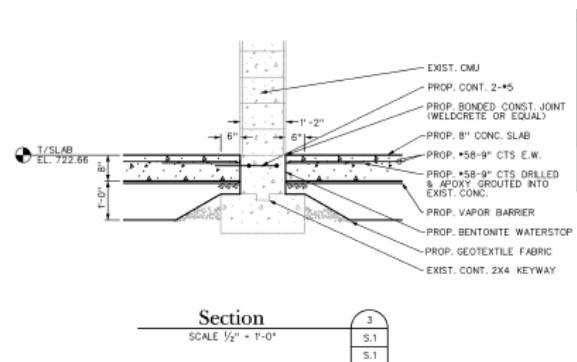
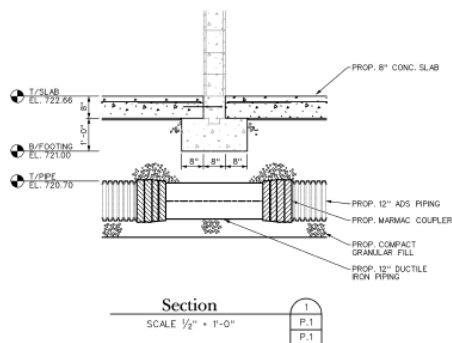
At the time of the original event, several alternatives were proposed ranging from in-kind repair to a full blown interior and exterior drainage system. Through numerous design meetings and iterations, the Phase 1 project was limited to interior areas excluding the radio room and the generator room, both of which needed to remain in service or to be relocated during construction.



As shown on the previous page the existing drainage system does not extend under the generator room. One of the structural constraints for the project was that the limits of slab removal needed to be at least three feet from any exterior wall as well as maintain structural integrity of the interior walls by cutting the slab at the limits of the wall. In order to install drain tile in generator area, the generator would have needed to be temporarily relocated away from the building, a shelter constructed and a temporary electric duct bank installed. The cost of this relocation was reviewed and it was determined that the existing floor would be raised with a skim coat to provide positive drainage.

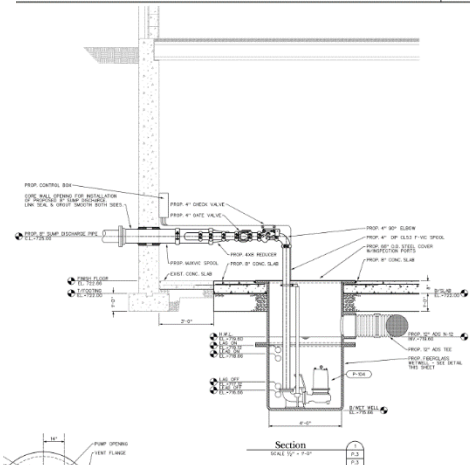
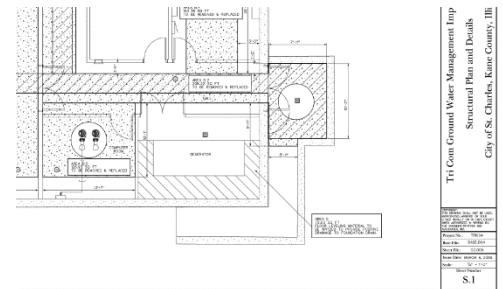
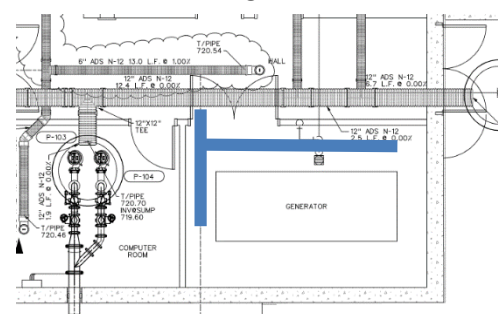
The 12" tile system is 1 foot below the slab and 13 feet north of the south wall line. In addition, the drainage field extends throughout the new pump room next door which should also provide relief from hydraulic pressure in this area.

However, I reviewed the details for the drainage area and the slab cuts in relation to the walls. In areas where the tiles went under existing walls as shown in Section 1/P.1/P.1, we provided sleeves and backfilled them with additional granular material. This allowed water not in the pipe to travel along the tile until it can enter. But areas without piping were constructed as shown in Section 3/S.1/S.1.



The while the original construction was to include a granular base which should allow under slab water to move freely to the tile system. There was discussion of this being "value engineered" out of the design, during construction. Therefore, I believe that what is happening is that the area under the generator does not possess enough granular material to convey the water from the outside to the granular material and interior drainage field. As a result, ground water is build hydraulic pressure and seepage in this corner.

If this is an area of concern, then the recommended solution is to cut the slab in this area, install drain tile and push sleeves in the area of the door, similar to Section 1/P.1/P.1, but apply the same principals for maintaining structural integrity. This solution will help, not completely relieve pressure from the Southeast corner of the room. Please call to discuss.



Tri-Com  
Nicole Lamela, Director  
2019 Seepage  
July 2, 2019



## **Proposal for Geotechnical Engineering Services**

**Tri-Com Dispatch  
St. Charles, Illinois**

**Prepared For:**

**FGM Architects  
Mr. Raymond Lee, AIA, LEED AP**

**Prepared By:**

**CGMT, Inc.  
CGMT Proposal No. 19P0201**

**June 20, 2019**



**Construction & Geotechnical Material Testing, Inc.**

60 Martin Lane, Elk Grove Village, Illinois 60007  
♦ Telephone (630) 595-1111 ♦ Fax (630) 595-1110



June 20, 2019

Mr. Raymond Lee, AIA, LEED AP  
Principal  
FGM Architects  
1211 W. 22<sup>nd</sup> Street, Suite 700  
Oak Brook, Illinois 60523

**RE:** Proposal for Subsurface Exploration and Geotechnical Engineering Services  
Tri-Com Dispatch  
St. Charles, Illinois  
CGMT Proposal No.: 19P0201

Dear Mr. Lee:

Construction and Geotechnical Material Testing (CGMT) is pleased to submit this proposal to provide subsurface exploration and geotechnical engineering services for the potential improvements to the existing property in St. Charles, Illinois. This letter includes a scope of work description, estimated costs and schedule to complete the scope of work.

The purpose of this exploration is to determine the subsurface soil and ground water conditions from a previous site exploration. For this exploration, we propose to perform a total of four soil borings on the subject property for determination of soils conditions and within two of the four soil borings, temporary groundwater monitoring wells will be pleased for aid in determining existing groundwater levels. We anticipate soil borings will be accessible for a track-mounted drill rig.

This proposal was prepared based on the information contained in our telephone conversation with you yesterday, your email correspondence, our experience with similar projects and understanding of the local geology.

## SCOPE OF SERVICES

The investigation is to consist of the following tasks, based on the anticipated site conditions, the information provided by your office, and our experience of similar projects:

- **Task 1 – Field Investigation:** Field investigation will consist of four (4) soil borings drilled to depths of about 30 feet at four locations on the property nearest to the building footprint. Soils encountered will be sampled at 2.5-foot intervals for the first ten feet and 5.0-foot intervals thereafter in general accordance with the ASTM requirements for Standard Penetration Test. **Additionally, two monitoring well will be installed for future water level (24 hour, 48 hour, 1 week, 2 week, and 3 week) measurements by CGMT.** Representative soil samples will be collected from each sample interval for visual classification and/or



laboratory testing. The borings will be drilled using a truck-mounted drill rig. The locations of the soil borings will be identified by the client or CGMT representative and will be based on rig accessibility to those locations and the limits of the site. Upon completion of drilling operations, groundwater readings will be obtained; the borings will be backfilled with soil cuttings.

- **Task 2 – Laboratory Testing:** Laboratory Testing will be performed on representative samples collected from selected intervals. These tests will consist of unconfined compressive strength on all cohesive soils and natural moisture contents on all cohesive soil samples. *Additionally, 2 samples for grain size analysis and 3 samples for fine gradation testing has been included as an allowance.* Should other tests be required, we would notify your office as soon as this becomes evident.
- **Task 3 – Analyses:** CGMT will analyze collected field and laboratory data and prepare a report of our findings. The final geotechnical report would include general information on site geology, descriptions of existing soil conditions, and additional information consisting of but not limited to:
  - Geotechnical-Related Construction Issues
  - Short-term Water Table Elevations

## SCHEDULE

CGMT is available to initiate field activities within one week of your authorization to proceed. This authorization may be issued by completing the “Authorization to Proceed” information at the end of this proposal and sending it (via facsimile) to my attention. We anticipate that drilling operations will require 3 to 5 business days to schedule. Your office would be informed of our findings on a timely basis, with a preliminary verbal summary report of our findings to be directed to your project manager within seven days of the completion of Task 1. The laboratory testing phase is anticipated to require 1 business days.

CGMT will arrange for a utility locate at the project site as required by state law. This would take a minimum of 48 hours (over consecutive business days) once JULIE has been contacted. CGMT will arrange this locate upon receipt of your authorization to proceed with the project.

## Estimated Cost

We estimate that the cost for each of the tasks will be as follows:

<b>Task 1 – Field Investigation</b>	<b>\$ 5,115.00</b>
<b>Task 2 – Laboratory Testing</b>	<b>\$ 780.00</b>
<b>Task 3 – Report Preparation</b>	<b><u>\$ 900.00</u></b>
<b>ESTIMATED TOTAL:</b>	<b>\$ 6,795.00</b>



These costs are based on the following assumptions:

1. Client is to provide legal access to the site(s) and is to notify all legal entities affected by the scope of work presented in this proposal.
2. CGMT understands that either the exploration will be performed with clear drill rig access. If desired, CGMT could engage a dozer and operator for an additional fee.
3. Client will secure the necessary permits and other legal documentation to access the sites and to perform work.
4. Client is to provide, in a timely manner, a plat of survey, site topography, aerial photographs or such other drawings and documents necessary to complete the field activities.
5. Client is to survey the locations of the soil borings on the property at the time authorization to proceed is issued to CGMT.
6. Client will assume responsibility of site landscaping damaged by CGMT drill rig.
7. Bore locations will be accessible by CGMT drill rig.
8. Borings will be backfilled with soil cuttings after the completion.
9. Client will be responsible for locating utilities not covered by public utility service. CGMT can provide additional subcontracted cost for services if requested.

If clearing of trees is required, we will provide costs for your approval prior to initiation of these additional services.

Our final billing would be based on all of the work authorized and performed at the direction of your office. Terms of payment for our services for the full amount is **net 30** of the invoice date.

Please contact me if you have any questions regarding this proposal or if you need additional information.

Respectfully,

**CONSTRUCTION & GEOTECHNICAL MATERIAL TESTING, INC.**

*Pratik Patel*

Pratik K. Patel, P.E.  
Vice President

Attachments: Terms & Conditions

Cc: File/PK





**Authorization to Proceed: 19P0201**

*The below signed authorization indicated acceptance of the proposal in its entirety.*

**Signature:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Company:** \_\_\_\_\_

**Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please provide CGMT the Client/Invoicing Information below.*

*The party listed below shall be responsible for payment on the services provided.*

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Alt. No.:** \_\_\_\_\_

**Fax:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

Proposals must be signed and returned to CGMT's office prior to scheduling inspection services. This process can be expedited by sending a fax or e-mail signed copy of the authorization to proceed to the CGMT office.



## GENERAL TERMS AND CONDITIONS

1. Relationship between Engineer and Client: Construction & Geotechnical Material Testing, Inc. (CGMT) (Engineer) shall serve as Client's geotechnical and materials engineering consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client.
2. Responsibility of the Engineer: Engineer will render engineering services in a manner consistent with that level of skill and care ordinarily exercised by competent members of the same profession providing similar services in the same region. Engineer makes no warranty, either expressed or implied, with respect to its services.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision that purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.
3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order Engineer shall immediately comply with its terms and take all reasonable steps to reduce the occurrence of costs allocable to the services covered by the order. Client, however, shall pay all costs associated with suspension including all costs necessary to maintain continuity and the staff required to resume the services upon expiration of the suspension of work order. Engineer will not be obligated to provide the same personnel employed prior to suspension when the services are resumed, in the event the period of any suspension exceeds thirty (30) days. Client will reimburse Engineer for the cost of such suspension and remobilization.
5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The Client, under the same terms, whenever Client shall determine that termination is in its best interests, may terminate this Agreement. Cost of termination and costs of work performed at the time of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Property of Client: Drawings, specifications, reports, and any other documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be the property of Client. Engineer shall have the right to retain copies of all documents and drawings for its files.
7. Reuse of Documents:

All documents including drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use of only the Client on this Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.
8. Compliance with Laws: The Engineer shall exercise usual and customary professional care in his efforts to comply with those laws, codes, ordinance and regulations, which are in effect as of the date of this Agreement.
9. Indemnification: Engineer shall indemnify and hold harmless Client up to the amount of its net fee for the services from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage arising out of the sole negligent act, error or omission of Engineer, or to the amount of the Engineer's insurance, whichever is less.

Client shall indemnify and hold harmless Engineer, up to the same amount that Engineer undertakes to indemnify the Client under this Agreement, from loss of expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error or omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise by reasons of the services rendered under this Agreement.
12. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.
13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns; provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".
17. Severability of Invalid Provision: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer performs such services.
19. Designation of Authorized Representative: Each party shall designate one or more persons to act with authority in its behalf in respect to all aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
20. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
21. Payment for Services: Invoices for the work are to be submitted on the 15th and last day of the month for work done during each respective time frame. An itemized invoice of services performed, based on the appropriate man-hours and unit prices provided in our schedule of fees, would be provided at each billing cycle. Terms of payment for our services are net due at the time of receipt of the final report and our invoice. If this account is delinquent per the terms of this contract, an interest charge of 1.5 percent will be assessed on a monthly basis.
22. Limitation of Liability: Client agrees to allocate certain of the risks associated with the project by limiting Engineer's total liability to Client, subject to available insurance proceeds, arising from Engineer's professional acts, errors, or omissions and for any and all causes under this agreement to the fullest extent permitted by law as follows. For projects where Engineer's fee estimate or proposed fees are:
  - a. less than \$10,000 or less, Engineer's total aggregate liability shall not exceed \$5,000, or the total fee for the services rendered, whichever is greater.
  - b. greater than \$10,000, Engineer's total aggregate liability shall not exceed \$25,000 or the total fee for the services rendered, whichever is greater.



## **AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item:	Consider Resolution Authorizing Declaration of Surplus Property – Tri-Com Central Dispatch Multiple Items		
Presenter & Title:	Nicole Lamela, Executive Director		
Date:	July 10, 2019		
<b><i>Please Check Appropriate Box:</i></b>			
<input checked="" type="checkbox"/>	Regular Meeting	<input type="checkbox"/>	Special Meeting
<input type="checkbox"/>	Other -	<input type="checkbox"/>	
Estimated Cost: N/A		Budgeted?	<b>YES</b> <b>X NO</b>
<i>If NO, please explain how the item will be funded: N/A</i>			
<b>Executive Summary:</b>			
<p>Staff is requesting that the following equipment be declared as surplus:            (3) picture frames with posters, universal weight machine, (4) analog terminal adapter and cables, fax modem, (40) computer monitors and stands, printer, digital disk recorder, recorder, master clock, scanner, phone router, radio equipment, (5) personal UPSs, antenna mounts (2) and UHF</p>			
<b>Voting Requirements:</b>			
<i>This motion requires a simple majority vote.</i>			
<b>Attachments: (please list)</b>			
<ul style="list-style-type: none"> <li>Resolution No. 2019- 005</li> <li>Surplus List</li> </ul>			
<b>Recommendation / Suggested Action: (briefly explain)</b>			
Approval of Resolution No. 2019-005 declaring miscellaneous equipment as surplus.			

**RESOLUTION NO. 2019-005**

**RESOLUTION DECLARING TRI-COM EQUIPMENT SURPLUS PROPERTY**

**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:** Be it resolved that the Board of Directors is authorizing the Executive Director to declare one (1) lot of miscellaneous equipment, as detailed in Attachment “A” as surplus property which shall be sold or disposed of.

**SECTION 2:** This Resolution shall become effective from and after its passage as in accordance with law including a simple majority vote of the Board of Directors holding office.

**PASSED** by the Board of Directors of Tri-Com Central Dispatch on this 10th day of July 2019.

**AYES:            NAYS:            ABSENT:            ABSTAINING:            HOLDING OFFICE: 10**

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James Keegan  
Chairman of the Board of Directors

Attest:

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Mike Antenore  
Vice-Chairman of the Board of Directors



## Tri-Com Surplus List

Created: 6/25/2019

Description	Quantity	UOM	Manufacturer	Model	Serial #	Acquisition Date	Issued To	Reason	Disposition	Notes
Picture Frames with posters	3	each						Damaged	Dispose	
Universal Weight Machine	1	each						Not Used	Sell	
Analog Terminal Adaptor and cables	1	each	Norstar	ATA2	NNTMH1007XL6			Obsolete	Dispose	
Analog Terminal Adaptor and cables	1	each	Norstar	ATA2	NNTMH1007XMT			Obsolete	Dispose	
Analog Terminal Adaptor and cables	1	each	Norstar	ATA2	NNTMH100C121			Obsolete	Dispose	
Analog Terminal Adaptor and cables	1	each	Norstar	ATA2	NNTMH100C125			Obsolete	Dispose	
Sportster 33.6 Fax Modem	1	each	US Robotics	839	22TSY73E0525			Obsolete	Dispose	
18" Computer Monitors and stands	40	each	NEC					Not Used	Recycle	
Printer	1	each	HP Desk Jet	110 Plus	MY9BRH804Z			Broken	Dispose	
Digital Disk Recorder	1	each	Panasonic	WJ-HD316A	FJA00416			Obsolete	Dispose	CCTV - Replaced
Recorder	1	each	Eventide	VR75	70000836			Obsolete	Dispose	Replaced 5 years ago
Master Clock	1	each	Spectracom	GPS 9183				Obsolete	Dispose	
Scanner	1	each	Realistic	Pro57	942138			Broken	Dispose	
Phone Router	1	each	Nortel Networks	Plant Pallas	NT7B10AAEX			Obsolete	Dispose	Replaced 5 years ago
Radio Equipment	1	each	Cimarron	Cplus II				Broken	Dispose	
Personal UPS	5	each	Smart Pro	NET UPS				Broken	Dispose	
Side Arm Antenna Mounts	3	each						Obsolete	Dispose	Removed from Tri-Com tower
UHF 450 Antenna	1	each						Broken	Dispose	Removed from Tri-Com tower