



EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY

Consolidated 9-1-1 Services for DuPage County
421 N. County Farm Road, Wheaton, Illinois 60187
630-550-7743 ETSB911@dupagecounty.gov

BOARD MEMBERS:

Mr. Greg Schwarze
Chairman
DuPage County Board
Representative

Mr. Mark Franz
Vice Chairman
Village of Glen Ellyn
DuPage Mayors & Managers
Conference Representative

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DuPage County Treasurer

Ms. Jean Kaczmarek, Ex-Officio
Secretary - DuPage County Clerk

Mr. Grant Eckhoff
DuPage County Board
Representative

Ms. Marilu Hernandez
Addison Consolidated Dispatch
Center
(ACDC) Representative

Mr. Andrew Honig
DuPage County Board
Representative

Chief Patrick Johl
Wood Dale Fire Protection District
DuPage County Fire Chiefs
Association Representative

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DuPage Mayors & Managers
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Deputy Chief Dan McCarthy
DuPage Sheriff's Office
Representative

Ms. Jessica Robb
DuPage Public Safety
Communication
(DU-COMM) Representative

Chief David Schar
Village of Winfield
DuPage County Police Chief

Vacant
Emergency Services Representative

Ms. Linda Zerwin
Executive Director
9-1-1 System Coordinator

TO: DuPage County Treasurer's Office

FROM: Greg Schwarze, Chair
Emergency Telephone System Board of DuPage County

DATE: February 12, 2025

SUBJECT: ETSB Payment of Claims List FY25 – February 12, 2025

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on February 12, 2025. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated January 31, 2025.

<u>FY2025 Equalization Fund (4000-5820):</u>	<u>\$</u>	<u>499,702.53</u>
Total:	\$	499,702.53

APPROVED BY:

Greg Schwarze, Chair

ATTEST:

Secretary

**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY
FY25 EXPENDITURE VS. BUDGET**

COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	EXPENDED	ENCUMBERED	AVAILABLE	EXPENDED	REMAINING
4000	5820	50000-0000	REGULAR SALARIES	\$ 1,037,446	\$ 1,037,446	\$ 120,489	\$ -	\$ 916,957.22	12%	88%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,200	\$ 10,200	\$ 1,284	\$ -	\$ 8,915.75	13%	87%
4000	5820	50080-0000	SALARY & WAGE ADJUSTMENT	\$ 33,053	\$ 33,053	\$ -	\$ -	\$ 33,052.67	0%	100%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$ 13,796	\$ 13,796	\$ -	\$ -	\$ 13,795.70	0%	100%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 85,278	\$ 85,278	\$ 10,475.78	\$ -	\$ 74,802.26	12%	88%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 79,365	\$ 79,365	\$ 8,132.23	\$ -	\$ 71,232.37	10%	90%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 257,168	\$ 257,168	\$ 19,762.71	\$ -	\$ 237,405.59	8%	92%
4000	5820	52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$ 39,000	\$ 39,000	\$ -	\$ -	\$ 39,000.00	0%	100%
4000	5820	52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$ 100,500	\$ 100,500	\$ -	\$ -	\$ 100,500.00	0%	100%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 2,000	\$ 84.01	\$ -	\$ 1,915.99	4%	96%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 123.95	\$ -	\$ 626.05	17%	83%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 275,000	\$ 275,000	\$ -	\$ -	\$ 275,000.00	0%	100%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	52280-0000	CLEANING SUPPLIES	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 151,100	\$ 151,100	\$ -	\$ 32,600.00	\$ 118,500.00	0%	78%
4000	5820	53020-0000	I.T. SERVICES	\$ 525,383	\$ 525,383	\$ -	\$ 525,383.16	\$ -	0%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 30,000	\$ 30,000	\$ -	\$ 25,000.00	\$ 5,000.00	0%	17%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 54,000	\$ 254,837	\$ -	\$ 207,324.39	\$ 47,512.61	0%	19%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 137,928	\$ 137,928	\$ 58,405.00	\$ 37,881.00	\$ 41,642.15	42%	30%
4000	5820	53200-0000	NATURAL GAS	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$ 20,000	\$ 20,000	\$ 1,298.71	\$ -	\$ 18,701.29	6%	94%
4000	5820	53220-0000	WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,176,887	\$ 1,176,887	\$ 83,693.94	\$ 809,902.33	\$ 283,290.33	7%	24%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 259,670.18	\$ 1,370,805.88	\$ 184,675.94	14%	10%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000.00	0%	100%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000.00	0%	100%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 659,626	\$ 659,626	\$ 10,243.86	\$ 570,638.48	\$ 78,744.07	2%	12%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
4000	5820	53500-0000	MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0%	100%
4000	5820	53510-0000	TRAVEL EXPENSE	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000.00	0%	100%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 543.00	\$ -	\$ 965.00	36%	64%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 8,000.00	\$ -	\$ 102,000.00	7%	93%
4000	5820	53800-0000	PRINTING	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000.00	0%	100%
4000	5820	53800-0001	PRINTING	\$ 6,000	\$ 6,000	\$ 493.47	\$ -	\$ 5,506.53	8%	92%
4000	5820	53801-0000	ADVERTISING	\$ 3,000	\$ 3,000	\$ 50.60	\$ -	\$ 2,949.40	2%	98%
4000	5820	53803-0000	MISCELLANEOUS MEETING EXPENSE	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,500.00	0%	100%
4000	5820	53804-0000	POSTAGE & POSTAL CHARGES	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 3,000.00	0%	100%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES	\$ 2,884,318	\$ 2,884,318	\$ 250,375.37	\$ 2,242,846.04	\$ 391,096.38	9%	14%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS	\$ 1,071,660	\$ 1,071,660	\$ 316,621.19	\$ 433,145.06	\$ 321,893.61	30%	30%
4000	5820	53810-0000	CUSTODIAL SERVICES	\$ 53,000	\$ 53,000	\$ 20,000.00	\$ 20,000.00	\$ 13,000.00	38%	25%
4000	5820	53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 1,848,770	\$ 1,647,933	\$ -	\$ 671,571.66	\$ 976,361.34	0%	59%
4000	5820	54100-0000	IT EQUIPMENT	\$ 97,845	\$ 97,845	\$ -	\$ 62,845.00	\$ 35,000.00	0%	36%
4000	5820	54100-0700	IT EQUIPMENT - CAPITAL LEASE	\$ 13,000	\$ 13,000	\$ 1,892.16	\$ -	\$ 11,107.84	15%	85%
4000	5820	54107-0000	SOFTWARE	\$ 1,019,760	\$ 1,019,760	\$ -	\$ -	\$ 1,019,760.00	0%	100%
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 656,452	\$ 7,363,435	\$ 6,651,399.48	\$ -	\$ 712,035.52	90%	10%
Total				\$ 14,517,024	\$ 21,224,007	\$ 6,651,399.48	\$ 7,009,943	\$ 6,391,026	0%	30%
EXPENDITURES FOR PERIOD: February 12, 2025						\$ 499,702.53	Internal Transfer:			
COMP	AU	Account	Description	ANNUAL	ACTUAL	YEAR TO DATE		REMAINING	% YTD	% YTD
				APPROPRIATION	BUDGET	TRANSFERRED	ENCUMBERED	BALANCE	EXPENDED	REMAINING
4000	5820	53828-0000	CONTINGENCIES (xfers to Personnel/Contracts/Commodities)	\$ 300,000.00	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00	0%	100%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$ 32,705,925	\$ 32,705,925	\$ (6,706,983.00)	\$ -	\$ 25,998,942.00	-21%	79%



OFFICE OF THE COUNTY AUDITOR

Bill White, JD, CIA

DuPage County Auditor

421 N. County Farm Road
Wheaton, Illinois 60187
(630) 407-6075
www.dupagecounty.gov/auditor

To: Hon. Greg Schwarze, Chairman
DuPage County Emergency Telephone System Board (ETSB)

ETSB Members

From: Bill White, J.D., C.I.A. *WFW*
County Auditor

Subject: Internal Audit of Accounts Payable
#25-01

Date: February 5, 2025

The Office of the County Auditor has completed a limited scope internal audit of the transaction processing of ETSB invoices submitted for payment. The audit identified no exceptions that required correction by the ETSB or Finance Department.

All of the invoices submitted have been reviewed and released for payment by the County Auditor. The results of the audit are presented below.

Results

My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the February 12, 2025, Board Meeting. The invoices listed on the Bank Account Payment History Report dated January 31, 2025, have been examined and are recommended for payment. The total amount of the expenditures is \$503,982.68:

- | | |
|--|--------------|
| • FY2024 Equalization Fund (4000-5820) | \$4,280.15 |
| • FY2025 Equalization Fund (4000-5820) | \$499,702.53 |

No exceptions were identified by the County Auditor.

It was previously noted that the FY2025 expenditure for Motorola Solutions Credit Company LLC for the annual lease payment in the amount of \$6,651,399.48 was paid from the Pre-Paid Expense account code (4000-9102-14001) and not from the Capital Equipment and Machinery account code (4000-5820-54110). This was due to the cancellation of the November ETSB Meeting that was scheduled to approve the budget transfer necessary to move funds from the Capital Contingencies account (4000-5820-54199) to Capital Equipment and Machinery to pay this invoice. The County Auditor verified that the budget transfer approved at the December ETSB meeting was processed

and the journal entries to move the payment from Pre-Paid Expense to Capital Equipment and Machinery were entered on January 31, 2025.

Objective

The County Auditor will perform a series of procedures designed to evaluate the internal controls involved in the processing of transactions in the accounts payable system. The actual procedures performed will depend upon the County Auditor's assessment of risks associated with the transactions.

Background/Audit Scope

Invoices and the related supporting documentation are initially prepared and submitted for payment processing by County departments to the centralized accounts payable function administered by the Finance Department.

The County Auditor performs audit procedures on the payment documentation after the information has been entered into the accounts payable system by the Finance Department. These procedures include reviewing the scanned images of the invoice and supporting documentation and comparing it to the information entered into the system. Significant discrepancies noted between the supporting documentation and the information recorded in the system are identified by the County Auditor as exceptions. In these situations, the County Auditor notifies the Finance Department of the problem. When the discrepancies are resolved, the County Auditor approves the invoice.

A Bank Account Payment History Report is generated by the Finance Department after the invoices have been approved and the County Auditor verifies that each of the recommended payments was properly posted to the County's General Ledger.

Audit Findings and Recommendations

The County Auditor audited 24 invoices submitted for payment, no exceptions were identified.

The ETSB should continue to regularly review available ERP reports and real-time transaction information to monitor the progress of invoices submitted for payment to preclude the potential for incorrect payments.

Thank you for your continued assistance.

cc: Linda Zerwin, Executive Director
Jeff Martynowicz, Chief Financial Officer

Bank Account Payment History

AP255 Date: 01/31/25
Time: 11:46

JOB SUBMISSION PARAMETERS

User Name: DP\FNDMD
Job Name: AP255-4000
Step Nbr: 1

Pay Group: 4000
Cash Code: 1414 Class C Accounts Payable

Payment Date: 013125 - 013125
Payment Numbers: -
Payment Code:

Bank Account Payment History

AP255 Date 01/31/25
Time 11:46

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code ACH
Payment Date Range 01/31/25 thru 01/31/25
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10667 AB8Z22A	534124	Payment Date	01/31/25	Vendor IX 102	10667 01/09/25	CDW GOVERNMENT INC 191.76	Status 0.00	Issued 191.76
		*** Payment Total				191.76	0.00	191.76
Payment Number 10337 94876655	534125	Payment Date	01/31/25	Vendor IX 102	10337 01/31/25	ENVIRONMENTAL SYSTEMS RESEARCH 18,555.00	Status 0.00	Issued 18,555.00
		*** Payment Total				18,555.00	0.00	18,555.00
Payment Number 44522 6457733	534126	Payment Date	01/31/25	Vendor IX 102	44522 02/01/25	TOSHIBA AMERICA BUSINESS 1,158.58	Status 0.00	Issued 1,158.58
		*** Payment Total				1,158.58	0.00	1,158.58
		*** Payment Code ACH Total				19,905.34	0.00	19,905.34
		Payment Count				3		

Bank Account Payment History

AP255 Date 01/31/25
Time 11:46

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code CHK

Payment Date Range 01/31/25 thru 01/31/25
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10008	1206130 630495190212	Payment Date 01/31/25 2024	Vendor 10008 IX 102	01/15/25		300.85	0.00	300.85
			*** Payment Total			300.85	0.00	300.85
Payment Number 10008	1206131 630665711301	Payment Date 01/31/25 2025	Vendor 10008 IX 102	02/03/25		1,053.12	0.00	1,053.12
			*** Payment Total			1,053.12	0.00	1,053.12
Payment Number 10008	1206132 630R06015912	Payment Date 01/31/25 2024	Vendor 10008 IX 102	01/15/25		1,826.18	0.00	1,826.18
			*** Payment Total			1,826.18	0.00	1,826.18
Payment Number 10008	1206133 S667122122-24356	Payment Date 01/31/25	Vendor 10008 IX 102	01/20/25		1,012.22	0.00	1,012.22
			*** Payment Total			1,012.22	0.00	1,012.22
Payment Number 10009	1206134 287316512139X01082025	Payment Date 01/31/25	Vendor 10009 IX 102	01/30/25		424.06	0.00	424.06
			*** Payment Total			424.06	0.00	424.06
Payment Number 10023	1206135 6819698000 121924	Payment Date 01/31/25	Vendor 10023 IX 102	01/18/25		106.65	0.00	106.65
	10023 8713843000 011625		IX 102	02/15/25		1,192.06	0.00	1,192.06
	10023 8713843000 121424		IX 102	01/13/25		1,037.35	0.00	1,037.35
			*** Payment Total			2,336.06	0.00	2,336.06
Payment Number 12382	1206136 231149159	Payment Date 01/31/25	Vendor 12382 IX 102	02/14/25		38,819.26	0.00	38,819.26
			*** Payment Total			38,819.26	0.00	38,819.26
Payment Number 41573	1206137 239929	Payment Date 01/31/25	Vendor 41573 IX 102	01/05/25		1,084.17	0.00	1,084.17
	41573 239934		IX 102	01/05/25		398.95	0.00	398.95
			*** Payment Total			1,483.12	0.00	1,483.12
Payment Number 10115	1206138 8994920241202	Payment Date 01/31/25	Vendor 10115 IX 102	01/31/25		121,641.00	0.00	121,641.00
	10115 8995220241202		IX 102	01/31/25		7,766.00	0.00	7,766.00
			*** Payment Total			129,407.00	0.00	129,407.00
Payment Number 10487	1206139 300079804	Payment Date 01/31/25	Vendor 10487 IX 102	01/04/25		152.00	0.00	152.00
			*** Payment Total			152.00	0.00	152.00
Payment Number 39549	1206140 404925225001	Payment Date 01/31/25	Vendor 39549 IX 102	01/30/25		35.29	0.00	35.29
	39549 404925401001		IX 102	01/30/25		172.67	0.00	172.67
			*** Payment Total			207.96	0.00	207.96

Bank Account Payment History

AP255 Date 01/31/25
Time 11:46

Pay Group 4000 ETSB PAY GROUP
Bank Account Payment History

USD

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Cash Code 1414 Bank 071923909
Payment Code CHK

Payment Date Range 01/31/25 thru 01/31/25
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10369 318773	1206141	Payment Date 01/31/25	Vendor IX 102	10369 01/22/25		PADDOCK PUBLICATIONS INC 50.60	Status 0.00	Issued 50.60
			***	Payment Total		50.60	0.00	50.60
Payment Number 10486 SIN392469	1206142	Payment Date 01/31/25	Vendor IX 102	10486 02/05/25		PRIORITY DISPATCH 302,900.00	Status 0.00	Issued 302,900.00
			***	Payment Total		302,900.00	0.00	302,900.00
Payment Number 14389 B18319621	1206143	Payment Date 01/31/25	Vendor IX 102	14389 06/14/24		SHI INTERNATIONAL CORP 3,242.80	Status 0.00	Issued 3,242.80
			***	Payment Total		3,242.80	0.00	3,242.80
Payment Number 43159 EXP20241020	1206144	Payment Date 01/31/25	Vendor IX 102	43159 01/15/25		TAORMINA, GREGG 429.99	Status 0.00	Issued 429.99
			***	Payment Total		429.99	0.00	429.99
Payment Number 10597 6101655177	1206145	Payment Date 01/31/25	Vendor IX 102	10597 01/19/25		VERIZON 432.12	Status 0.00	Issued 432.12
			***	Payment Total		432.12	0.00	432.12
			***	Payment Code CHK Total		484,077.34	0.00	484,077.34
				Payment Count		16		
			***	Cash Code 1414 Total		503,982.68	0.00	503,982.68
				Payment Count		19		
			***	Pay Group 4000 USD Total		503,982.68	0.00	503,982.68
				Payment Count		19		