



# Emergency Telephone System Board Of DuPage County Memorandum

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**TO:** Chairman Schwarze and ETS Board Members  
**FROM:** Linda Zerwin, Executive Director  
**DATE:** October 5, 2023  
**SUBJECT:** Draft FY24 Budget  
**CC:** Chair Conroy and Nick Kottmeyer, County Administrator

The purpose of this memorandum is to update the annual Appropriation details provided at the September 13 ETS Board meeting in preparation for the final budget approval under Resolution ETS-R-0047-23.

Total changes to the budget: \$222,347

**51040: Employee Medical and Hospital Insurance [decrease (\$14,104.00)]**

At the end of September, two ETSB staff members got married. In anticipation of them adding their respective spouses to their County insurance plan, the highest employee+spouse rates were added to the draft budget. In discussions with each employee, they have indicated they are keeping their current plan and adding their spouse. This adjustment to a lower cost plan has decreased this line in the amount of \$14,104.00.

**51080: Salary and Wage Adjustment [decrease (\$27,505)]**

This line item is for merit increases and wage adjustments. Per County Board recommendation there will be no merit in FY24 and there have been no recommendations for wage adjustments. This line item has been zeroed out for FY24 resulting in a decrease of \$27,505.69.

**53806: Software Licenses [increase \$152,685]**

With the approval of the maintenance extension of the NICE logger, the month of December would come out of the FY24 budget. One month, the amount of \$13,035 has been added to this line.

The current maintenance services on the Customer Premise Equipment (CPE) Vesta expire on November 24. With the delay of the cutover of CPE for DU-COMM into 2024, the current maintenance will need to be extended. An estimated six (6) month extension for DU-COMM has been added in in the amount of \$139,650.00, based on last year's maintenance amount.

**53830: Other Contractual Expenses [increase \$82,272]**

The Radio Management DMS Advanced contract that has been in place since November 9, 2020 and runs through November 8, 2025. This service was inadvertently left out of the initial budget projection. Radio management service, which includes depot services for the APX7000 series, the APX4000s and the mobile radios within the fleet. This contract originally covered the APX7000 series only. Two things impact the overall cost: Agency owned radios that are not covered under surcharge and the final true up of the actual number of radios in the fleet when the APX7000 series have been removed from the contract. Once the State's Attorney's Office determines which radios are an allowable/acceptable cost, those that are not will be invoiced for service. The contracted annual maintenance cost of \$82,272.00 has been added into the FY24 budget.



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## **54107: Capital Software [increase \$29,000]**

LEADS is an Informer Interface requested by the PSAPs for Computer Aided Dispatch (CAD). This is not an Xalt Interface and therefore does not fall under the Hexagon time and material interface development contract executed in May. While this will be budget neutral, the cost of \$29,000.00 will be initially paid by ETSB as the contract holder and then will be reimbursed by the PSAPs after acceptance.

## **Additional Changes to the Budget**

There are two additional items for board discussion:

1. The current FY23 budget has \$3M for PSAP grants, the FY24 budget has \$1M for PSAP grants. As previously discussed, the ETS Board will have to decide whether or not it wants to add the \$2M into the FY24 budget based on the progress of the IGA and whether or not it will be paid out in FY23.
2. Request to Budget for Additional Headcount. There is a separate memorandum outlining this request.

The simple chart below shows the dollar value changes for each of the different scenarios. Attached to this memorandum are two charts which provide a snapshot of the changes in the budget with these four scenarios.

1. Budget Summary: The Affected Line Items
2. Budget Summary: Operating Budget with New Capital Line Items

	<b>Operating Adjustment Totals</b>	<b>Total Budget</b>
FY24 New Budget with additional adjustments	\$12,731,388	\$43,026,757
FY24 add \$2M	\$14,731,388	\$45,026,757
FY24 add \$2M plus 1 headcount	\$14,844,455	\$45,139,824
FY24 add 1 headcount	\$12,844,455	\$43,139,824

Account	Description	New Budget with				
		Sept Meeting	Additional Adjustments	With \$2M	With \$2M & 1 Headcount	With 1 Headcount
	<b>TOTALS</b>	\$ 12,509,042	\$ 12,731,388	\$ 14,731,388	\$ 14,844,455	\$ 12,844,455
50000-0000	REGULAR SALARIES	\$ 944,362	\$ -	\$ -	\$ 1,004,362	\$ 1,004,362
50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,000				
50080-0000	SALARY & WAGE ADJUSTMENT	\$ 27,506	\$ (27,506)	\$ (27,506)	\$ (27,506)	\$ (27,506)
51000-0000	BENEFIT PAYMENTS	\$ 13,525				
51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 77,627	\$ -	\$ -	\$ 82,559	\$ 82,559
51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 72,244	\$ -	\$ -	\$ 76,834	\$ 76,834
51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 191,040	\$ 176,936	\$ 176,936	\$ 220,480	\$ 220,480
53806-0000	SOFTWARE LICENSES (revised)	\$ 2,669,036	\$ 2,821,721	\$ 2,821,721	\$ 2,821,721	\$ 2,821,721
53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 1,622,813	\$ 1,705,085	\$ 3,705,085	\$ 3,705,085	\$ 1,705,085
54107-0000	SOFTWARE (new)	\$ -	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,000

Account	Description	New Budget with				
		Sept Meeting	Additional Adjustments	With \$2M	With \$2M & 1 Headcount	With 1 Headcount
	<b>TOTALS</b>	\$ 12,509,042	\$ 12,731,388	\$ 14,731,388	\$ 14,844,455	\$ 12,844,455
50000-0000	REGULAR SALARIES	\$ 944,362	\$ -	\$ -	\$ 1,004,362	\$ 1,004,362
50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,000				
50080-0000	SALARY & WAGE ADJUSTMENT	\$ 27,506	\$ (27,506)	\$ (27,506)	\$ (27,506)	\$ (27,506)
51000-0000	BENEFIT PAYMENTS	\$ 13,525				
51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 77,627	\$ -	\$ -	\$ 82,559	\$ 82,559
51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 72,244	\$ -	\$ -	\$ 76,834	\$ 76,834
51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 191,040	\$ 176,936	\$ 176,936	\$ 220,480	\$ 220,480
51050-0000	FLEXIBLE BENEFIT EARNINGS	\$ 4,000				
52000-0000	FURN/MACH/EQUIP SMALL VALUE	\$ 39,000				
52100-0000	I.T. EQUIPMENT-SMALL VALUE	\$ 77,500				
52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000				
52210-0000	FOOD AND BEVERAGE	\$ 750				
52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 153,819				
52260-0000	FUEL & LUBRICANTS	\$ 2,500				
52270-0000	MAINTENANCE SUPPLIES	\$ 2,000				
52280-0000	CLEANING SUPPLIES	\$ 500				
53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 108,920				
53030-0000	LEGAL SERVICES	\$ 60,000				
53040-0000	INTERPRETER SERVICES	\$ 24,000				
53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 102,000				
53130-0000	PUBLIC LIABILITY INSURANCE	\$ 122,813				
53200-0000	NATURAL GAS	\$ 3,700				
53210-0000	ELECTRICITY	\$ 25,000				
53220-0000	WATER & SEWER	\$ 500				
53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,247,387				
53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152				
53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000				
53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000				
53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 647,861				
53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580				
53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$ 19,605				
53500-0000	MILEAGE EXPENSE	\$ 2,000				
53510-0000	TRAVEL EXPENSE	\$ 100,000				
53600-0000	DUES & MEMBERSHIPS	\$ 1,508				
53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000				
53800-0000	PRINTING	\$ 5,000				
53801-0000	ADVERTISING	\$ 3,000				
53803-0000	MISCELLANEOUS MEETING EXPENSE	\$ 1,500				
53804-0000	POSTAGE & POSTAL CHARGES	\$ 3,000				
53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,000				
53806-0000	SOFTWARE LICENSES (revised)	\$ 2,669,036	\$ 2,821,721	\$ 2,821,721	\$ 2,821,721	\$ 2,821,721
53807-0000	SOFTWARE MAINT AGREEMENTS (revised)	\$ 952,564				
53808-0000	STATUTORY & FISCAL CHARGES	\$ -				
53810-0000	CUSTODIAL SERVICES	\$ 53,000				
53828-0000	CONTINGENCIES	\$ 300,000				
53830-0000	OTHER CONTRACTUAL EXPENSES	\$ 1,622,813	\$ 1,705,085	\$ 3,705,085	\$ 3,705,085	\$ 1,705,085
54100-0000	IT EQUIPMENT	\$ 43,160				
54107-0000	SOFTWARE (new)	\$ -	\$ 29,000	\$ 29,000	\$ 29,000	\$ 29,000
54110-0000	EQUIPMENT AND MACHINERY	\$ 730,572				