



## 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@dupageco.org

### BOARD MEMBERS:

**Mr. Greg Schwarze**

Chairman  
DuPage County Board  
Representative

**Mr. Mark Franz**

Vice Chairman  
Village of Glen Ellyn  
DuPage Mayors & Managers  
Conference Representative

**Mrs. Gwen Henry, Ex-Officio**

DuPage County Treasurer

**Ms. Jean Kaczmarek, Ex-Officio**

Secretary - DuPage County Clerk

**Mr. Grant Eckhoff**

DuPage County Board  
Representative

**Mr. Michael Guttman**

DuPage Public Safety  
Communication  
(DU-COMM) Representative

**Chief Erik Kramer**

Addison Fire Protection District  
DuPage County Fire Chiefs  
Association Representative

**Mr. Joseph Maranowicz**

Village of Addison  
DuPage Mayors & Managers  
Conference Representative

**Chief David Schar**

Village of Winfield  
DuPage County Police Chief  
Association Representative

**Mr. William Srejma**

Addison Consolidated Dispatch  
Center  
(ACDC) Representative

**Deputy Chief Eric Swanson**

DuPage Sheriff's Office  
Representative

**Mr. Michael G. Tillman, RPL**

Superior Air-Ground Ambulance  
Services Inc.  
Emergency Services Representative

**Mr. Robert Toerpe**

Public Representative

**Ms. Yeena Yoo**

DuPage County Board  
Representative

**Ms. Linda Zerwin**

Executive Director  
9-1-1 System Coordinator

TO: DuPage County Finance Department

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

DATE: August 14, 2024

SUBJECT: ETSB Inter-department Claims FY24 August 14, 2024

The Inter-fund transfer for Payment of Claims as detailed on the following page has been approved by the ETS Board at a meeting held on August 14, 2024.

FY 2024 Total Inter-fund Payment of Claims: \$77.78

APPROVED BY:

\_\_\_\_\_  
Greg Schwarze, Chairman

ATTEST:

\_\_\_\_\_  
Secretary

DUPAGE EMERGENCY TELEPHONE SYSTEM BOARD | 9-1-1

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<u>Object Code</u>	<u>Services</u>	<u>Department</u>	<u>Amount</u>	<u>PO/Resolution</u>
5820-52200	Copy Paper	Mailroom	\$77.78	Invoice #10253



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9-1-1 System Coordinator

TO: DuPage County Treasurer's Office

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

DATE: August 14, 2024

SUBJECT: ETSB Payment of Claims List FY24 – August 14, 2024

The payment of the below listed accounts has been approved by the ETS Board at a meeting held on August 14, 2024. You are hereby authorized to pay the invoices as listed on the attached DuPage County Payment Listing Transaction report dated August 2, 2024.

<u>FY2024 Equalization Fund (4000-5820):</u>	\$	418,339.30
Total:	\$	418,339.30

APPROVED BY:

\_\_\_\_\_  
Greg Schwarze, Chairman

ATTEST:

\_\_\_\_\_  
Secretary

**EMERGENCY TELEPHONE SYSTEM BOARD OF DU PAGE COUNTY  
FY24 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	\$ 1,004,362	\$ 1,004,362	\$ 602,305	\$ -	\$ 402,057.47	60%	40%
4000	5820	50050-0000	TEMPORARY SALARIES/ON CALL (new)	\$ 10,000	\$ 10,000	\$ 6,458	\$ -	\$ 3,542.24	65%	35%
4000	5820	51000-0000	BENEFIT PAYMENTS	\$ 13,525	\$ 13,525	\$ 1,691.55	\$ -	\$ 11,833.65	13%	87%
4000	5820	51010-0000	EMPLOYER SHARE I.M.R.F.	\$ 82,559	\$ 82,559	\$ 49,919.97	\$ -	\$ 32,638.59	60%	40%
4000	5820	51030-0000	EMPLOYER SHARE SOCIAL SECURITY	\$ 76,834	\$ 76,834	\$ 44,277.98	\$ -	\$ 32,555.72	58%	42%
4000	5820	51040-0000	EMPLOYEE MED & HOSP INSURANCE	\$ 220,480	\$ 220,480	\$ 77,592.89	\$ -	\$ 142,887.48	35%	65%
4000	5820	51050-0000	FLEXIBLE BENEFIT EARNINGS	\$ 4,000	\$ 4,000	\$ 50.00	\$ -	\$ 3,950.00	1%	99%
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	\$ 77,500	\$ 77,500	\$ 10,587.17	\$ 53,732.50	\$ 13,180.33	14%	17%
4000	5820	52200-0000	OPERATING SUPPLIES & MATERIALS	\$ 2,000	\$ 2,000	\$ 651.20	\$ -	\$ 1,348.80	33%	67%
4000	5820	52210-0000	FOOD AND BEVERAGE	\$ 750	\$ 750	\$ 474.30	\$ -	\$ 275.70	63%	37%
4000	5820	52250-0000	AUTO/MACHINERY EQUIPMENT/PARTS	\$ 153,819	\$ 153,819	\$ 94,142.15	\$ 26,519.54	\$ 33,157.19	61%	22%
4000	5820	52260-0000	FUEL & LUBRICANTS	\$ 2,500	\$ 2,500	\$ 365.71	\$ -	\$ 2,134.29	15%	85%
4000	5820	52270-0000	MAINTENANCE SUPPLIES	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,000.00	0%	100%
4000	5820	52280-0000	CLEANING SUPPLIES	\$ 500	\$ 500	\$ 60.08	\$ -	\$ 439.92	12%	88%
4000	5820	53000-0000	AUDITING & ACCOUNTING SERVICES	\$ 108,800	\$ 108,800	\$ 31,800.00	\$ -	\$ 77,000.00	29%	71%
4000	5820	53020-0000	I.T. SERVICES	\$ -	\$ 46,800	\$ 46,800.00	\$ -	\$ -	0%	0%
4000	5820	53030-0000	LEGAL SERVICES	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ 60,000.00	0%	100%
4000	5820	53040-0000	INTERPRETER SERVICES	\$ 24,000	\$ 24,000	\$ 15,969.35	\$ 4,835.85	\$ 3,194.80	67%	13%
4000	5820	53090-0000	TECHNICAL/PROFESSIONAL SERVICES	\$ 102,000	\$ 55,200	\$ 2,000.00	\$ 500.00	\$ 52,700.00	4%	95%
4000	5820	53130-0000	PUBLIC LIABILITY INSURANCE	\$ 122,813	\$ 122,813	\$ 110,265.00	\$ -	\$ 12,547.53	90%	10%
4000	5820	53200-0000	NATURAL GAS	\$ 3,700	\$ 3,700	\$ -	\$ -	\$ 3,700.00	0%	100%
4000	5820	53210-0000	ELECTRICITY	\$ 25,000	\$ 25,000	\$ 11,585.04	\$ -	\$ 13,414.96	46%	54%
4000	5820	53220-0000	WATER & SEWER	\$ 500	\$ 500	\$ -	\$ -	\$ 500.00	0%	100%
4000	5820	53250-0000	WIRED COMMUNICATION SERVICES	\$ 1,247,387	\$ 1,247,387	\$ 333,265.62	\$ 839,369.35	\$ 74,751.63	27%	6%
4000	5820	53260-0000	WIRELESS COMMUNICATION SVC	\$ 1,815,152	\$ 1,815,152	\$ 903,143.73	\$ 730,112.16	\$ 181,896.11	50%	10%
4000	5820	53300-0000	REPAIR & MTCE FACILITIES	\$ 45,000	\$ 45,000	\$ 4,969.00	\$ -	\$ 40,031.00	11%	89%
4000	5820	53310-0000	REPAIR MAINT INFRASTRUCTURE	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000.00	0%	100%
4000	5820	53370-0000	REPAIR & MTCE OTHER EQUIPMENT	\$ 647,861	\$ 647,861	\$ -	\$ 20,159.88	\$ 627,701.10	0%	97%
4000	5820	53400-0000	RENTAL OF OFFICE SPACE	\$ 20,580	\$ 20,580	\$ -	\$ -	\$ 20,580.00	0%	100%
4000	5800	53410-0000	RENTAL OF MACHINERY & EQUIPMENT	\$ 19,605	\$ 19,605	\$ -	\$ 7,770.31	\$ 11,834.69	0%	60%
4000	5820	53500-0000	MILEAGE EXPENSE	\$ 2,000	\$ 2,000	\$ 29.21	\$ -	\$ 1,970.79	1%	99%
4000	5820	53510-0000	TRAVEL EXPENSE	\$ 100,000	\$ 100,000	\$ 2,702.21	\$ -	\$ 97,297.79	3%	97%
4000	5820	53600-0000	DUES & MEMBERSHIPS	\$ 1,508	\$ 1,508	\$ 669.00	\$ -	\$ 839.00	44%	56%
4000	5820	53610-0000	INSTRUCTION & SCHOOLING	\$ 110,000	\$ 110,000	\$ 10,260.00	\$ 24,000.00	\$ 75,740.00	9%	69%
4000	5820	53800-0000	PRINTING	\$ 5,000	\$ 5,000	\$ 158.00	\$ -	\$ 4,842.00	3%	97%
4000	5820	53800-0001	PRINTING (new)	\$ -	\$ 5,000	\$ 2,036.01	\$ 3,161.17	\$ (197.18)		
4000	5820	53801-0000	ADVERTISING	\$ 3,000	\$ 3,000	\$ 41.40	\$ -	\$ 2,958.60	1%	99%
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	\$ 570.94	\$ -	\$ 2,429.06	19%	81%
4000	5820	53805-0000	OTHER TRANSPORTATION CHARGES	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000.00	0%	100%
4000	5820	53806-0000	SOFTWARE LICENSES (revised)	\$ 2,815,087	\$ 2,815,087	\$ 480,353.74	\$ 2,163,007.54	\$ 171,725.65	17%	6%
4000	5820	53807-0000	SOFTWARE MAINT AGREEMENTS (revised)	\$ 992,464	\$ 992,464	\$ 351,604.78	\$ 128,908.34	\$ 511,950.84	35%	52%
4000	5820	53808-0000	STATUTORY & FISCAL CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -		
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	\$ 3,705,085	\$ 3,705,085	\$ 534,650.17	\$ 370,778.83	\$ 2,799,656.00	14%	76%
4000	5820	54100-0000	IT EQUIPMENT	\$ 43,160	\$ 213,078	\$ 213,077.50	\$ -	\$ 0.50	100%	0%
4000	5820	54100-0700	IT EQUIPMENT - CAPITAL LEASE (new)	\$ -	\$ 12,000	\$ 3,697.50	\$ -	\$ 8,302.50		
4000	5820	54107-0000	SOFTWARE (new)	\$ 29,000	\$ 30,000	\$ 14,681.50	\$ 14,681.50	\$ 637.00		
4000	5820	54110-0000	EQUIPMENT AND MACHINERY	\$ 730,572	\$ 7,380,972	\$ 6,739,599.48	\$ -	\$ 641,372.29	91%	9%
Total				\$ 14,577,602	\$ 21,415,920		\$ 4,407,537	\$ 6,285,878	0%	29%
<b>EXPENDITURES FOR PERIOD: August 14, 2024</b>						<b>\$ 418,339.30</b>	<b>Internal Transfer:</b>	<b>\$ 77.78</b>		
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	\$ (17,000.00)		\$ 283,000.00	-6%	94%
4000	5820	54199-0000	CAPITAL CONTINGENCY (xfers to Capital)	\$ 30,125,451	\$ 30,125,451	\$ (6,821,318.00)	\$ (1,900,000.00)	\$ 21,404,133.00	-23%	71%



# 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](http://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  
#24-40

Date: August 8, 2024

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**

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My Office has performed voucher pre-audit procedures for the invoices submitted for approval by the ETSB at the August 14, 2024, Board Meeting. The invoices listed on the Bank Account Payment History Report dated August 2, 2024, have been examined and are recommended for payment. The total amount of the expenditures is \$418,339.30:

- FY2024 Equalization Fund (4000-5820) \$418,339.30

No exceptions were identified by the County Auditor.

## **Objective**

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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**

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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**

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The County Auditor audited 28 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

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AP255 Date: 08/02/24  
Time: 15:31

JOB SUBMISSION PARAMETERS

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

Pay Group: 4000  
Cash Code: 1414

Class C Accounts Payable

Payment Date: 080224 - 080224  
Payment Numbers: -  
Payment Code:

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# Bank Account Payment History

AP255 Date 08/02/24  
Time 15:32

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 1

Cash Code 1414 Bank 071923909  
Payment Code ACH

Payment Date Range 08/02/24 thru 08/02/24

Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	532302	Payment Date	08/02/24	Vendor	10667	CDW GOVERNMENT INC	Status	Issued
10667	SBI7009			IX 102	07/26/24	992.10	0.00	992.10
				***	Payment Total	992.10	0.00	992.10
Payment Number	532303	Payment Date	08/02/24	Vendor	20971	VOIANCE LANGUAGE SERVICES, LLC	Status	Issued
20971	2024037358			IX 102	06/30/24	2,457.09	0.00	2,457.09
20971	2024042407			IX 102	07/30/24	2,553.00	0.00	2,553.00
				***	Payment Total	5,010.09	0.00	5,010.09
				***	Payment Code ACH Total	6,002.19	0.00	6,002.19
					Payment Count	2		



# Bank Account Payment History

AP255 Date 08/02/24  
Time 15:32

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 2

Cash Code 1414 Bank 071923909  
Payment Code CHK

Payment Date Range 08/02/24 thru 08/02/24  
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number 10008	1195814 630495190207	Payment Date 08/02/24 2024	Vendor 10008 IX 102	08/15/24		304.68	0.00	304.68
			*** Payment Total			304.68	0.00	304.68
Payment Number 10008	1195815 630665711307	Payment Date 08/02/24 2024	Vendor 10008 IX 102	08/03/24		1,028.37	0.00	1,028.37
			*** Payment Total			1,028.37	0.00	1,028.37
Payment Number 10008	1195816 630R06015907	Payment Date 08/02/24 2024	Vendor 10008 IX 102	08/15/24		1,824.69	0.00	1,824.69
			*** Payment Total			1,824.69	0.00	1,824.69
Payment Number 10008	1195817 S667122122-24173	Payment Date 08/02/24	Vendor 10008 IX 102	07/21/24		999.34	0.00	999.34
			*** Payment Total			999.34	0.00	999.34
Payment Number 10009	1195818 287316512139X07082024	Payment Date 08/02/24	Vendor 10009 IX 102	07/30/24		31.43	0.00	31.43
			*** Payment Total			31.43	0.00	31.43
Payment Number 44449	1195819 44449 EXP20240712	Payment Date 08/02/24	Vendor 44449 IX 102	07/22/24		400.00	0.00	400.00
			*** Payment Total			400.00	0.00	400.00
Payment Number 10216	1195820 10216 6008235933	Payment Date 08/02/24	Vendor 10216 IX 102	07/01/24		441.27	0.00	441.27
			*** Payment Total			441.27	0.00	441.27
Payment Number 26974	1195821 26974 EXP20240711	Payment Date 08/02/24	Vendor 26974 IX 102	07/19/24		400.00	0.00	400.00
			*** Payment Total			400.00	0.00	400.00
Payment Number 10023	1195822 10023 6819698000 062424 10023 8713843000 071824	Payment Date 08/02/24	Vendor 10023 IX 102 IX 102	07/24/24 08/17/24		242.94 1,231.99	0.00 0.00	242.94 1,231.99
			*** Payment Total			1,474.93	0.00	1,474.93
Payment Number 12382	1195823 12382 210015586	Payment Date 08/02/24	Vendor 12382 IX 102	08/14/24		38,516.53	0.00	38,516.53
			*** Payment Total			38,516.53	0.00	38,516.53
Payment Number 10850	1195824 10850 10760488543 10850 10760518473 10850 10762083509	Payment Date 08/02/24	Vendor 10850 IX 102 IX 102 IX 102	08/15/24 08/16/24 08/23/24		1,959.35 611.60 178.14	0.00 0.00 0.00	1,959.35 611.60 178.14
			*** Payment Total			2,749.09	0.00	2,749.09
Payment Number 10809	1195825 10809 1101176507	Payment Date 08/02/24	Vendor 10809 IX 102	07/20/24		64,190.00	0.00	64,190.00

# Bank Account Payment History

AP255 Date 08/02/24  
Time 15:32

Pay Group 4000 ETSB PAY GROUP  
Bank Account Payment History

USD

Page 3

Cash Code 1414 Bank 071923909  
Payment Code CHK

Payment Date Range 08/02/24 thru 08/02/24  
Payment Currency USD

Vendor	Invoice	Voucher	Auth PL	Due Date	Dsc Date	Scheduled Amount	Discount Amount	Net Payment Amount
Payment Number	1195825	Payment Date	08/02/24	Vendor	10809	INSIGHT PUBLIC SECTOR INC	Status Issued	
				*** Payment Total		64,190.00	0.00	64,190.00
Payment Number	1195826	Payment Date	08/02/24	Vendor	25029	INTERGRAPH CORPORATION	Status Issued	
	25029 P240000383			IX 102	07/19/24	71,021.00	0.00	71,021.00
				*** Payment Total		71,021.00	0.00	71,021.00
Payment Number	1195827	Payment Date	08/02/24	Vendor	25029	INTERGRAPH CORPORATION	Status Issued	
	25029 P240000481			IX 102	08/14/24	98,896.50	0.00	98,896.50
				*** Payment Total		98,896.50	0.00	98,896.50
Payment Number	1195828	Payment Date	08/02/24	Vendor	10115	MOTOROLA SOLUTIONS - STARCOM21	Status Issued	
	10115 8502920240604			IX 102	07/31/24	121,289.00	0.00	121,289.00
	10115 8503220240604			IX 102	07/31/24	7,776.00	0.00	7,776.00
				*** Payment Total		129,065.00	0.00	129,065.00
Payment Number	1195829	Payment Date	08/02/24	Vendor	39549	ODP BUSINESS SOLUTIONS, LLC	Status Issued	
	39549 372581798001			IX 102	07/17/24	54.08	0.00	54.08
	39549 372582824001			IX 102	07/18/24	12.49	0.00	12.49
				*** Payment Total		66.57	0.00	66.57
Payment Number	1195830	Payment Date	08/02/24	Vendor	43159	TAORMINA, GREGG	Status Issued	
	43159 EXP20240710			IX 102	07/19/24	400.00	0.00	400.00
				*** Payment Total		400.00	0.00	400.00
Payment Number	1195831	Payment Date	08/02/24	Vendor	11201	UNITED STATES POSTAL SERVICE	Status Issued	
	11201 34855593 053124 ETSB			IX 102	06/30/24	52.14	0.00	52.14
	11201 34855593 063024 ETSB			IX 102	07/30/24	43.45	0.00	43.45
				*** Payment Total		95.59	0.00	95.59
Payment Number	1195832	Payment Date	08/02/24	Vendor	10597	VERIZON	Status Issued	
	10597 9967125879			IX 102	07/20/24	432.12	0.00	432.12
				*** Payment Total		432.12	0.00	432.12
				*** Payment Code CHK Total		412,337.11	0.00	412,337.11
				Payment Count		19		
				*** Cash Code 1414 Total		418,339.30	0.00	418,339.30
				Payment Count		21		
				*** Pay Group 4000 USD Total		418,339.30	0.00	418,339.30
				Payment Count		21		