

DU-COMM

DuPage Public Safety Communications
420 N. County Farm Road, Wheaton, IL 60187
(630) 260-7500 Main
www.ducomm.org



DU-COMM Finance Subcommittee Meeting

Monday, November 10, 2025 – 11:00 a.m.

Administrator Walter called the virtual meeting to order at 11:02 a.m.

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|--------------|---|-----------------------------------|
| 1. Roll Call | Administrator Evan Walter | Village of Burr Ridge |
| | Manager Kathleen Gargano <i>(joined at 11:04)</i> | Village of Hinsdale |
| | Director of Finance Tom Dahl | Village of Roselle |
| | Asst. Administrator Andie Trucco | Village of Woodridge |
| | President Jim McCarthy | Bartlett Fire Protection District |
| | Chief Mike DeVries | Downers Grove PD |

Absent Finance Director Tanya Walker – City of Oakbrook Terrace

Staff Director Robb, Finance Manager Athitakis, Exec. Secretary Regalado

2. Public comment

None.

3. Approval of Minutes

A. October 14, 2025

President McCarthy made the motion to approve the October 14, 2025 minutes and Administrator Walter seconded. The motion was approved by a unanimous voice vote.

5. Old Business

- A. ETSB Billing – update in December
- B. Reserve Balance – on hold

6. New Business

A. FYE27 Draft Budget

Finance Manager Athitakis presented the FYE27 Budget.

Budget Highlights:

- Overall budget increase: 3.35%
- COLA increase: 3.25% per union contract
- Average agency cost increase: 5.5%
- Use of reserves: \$800,000 (unused from FYE26)
- Staffing: Budget not based on full 99 positions; staggered hiring assumed
- Revenue: No increase in PSAP grant revenue included; pending ETSB approval
- Large Capital Projects: No major new projects except for administrative phone system
- Alarm & Tower Budgets: Stabilizing alarm revenue; increased tower study costs

Key Budget Considerations:

- Reserve Use Philosophy: Discussion on maintaining a 3-month reserve (24.7%) and the appropriateness of using reserves to offset agency costs.
- Assigned Funds: Proposal to create a new assigned funds category for future critical equipment, currently funded by other sources, was debated. Ultimately, the committee decided to wait until further information is known.

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- ETSB Radio Reimbursement: Clarified that DU-COMM is acting as a pass-through for member agency radio purchases to allow agencies to pay overtime if needed.
- Cook County EAV Data: Still pending; may impact fire agency shares.

MIS

- Concerns raised about reliance on Prescient for MIS services.
- Suggestion to explore a hybrid model with in-house support.
- Recommendation to bring this topic to the Executive Committee and HR Subcommittee for further discussion.

Reserve Policy Review

- Discussion on the 35% reserve cap vs. GFOA's 2-month recommendation.
- Committee agreed to revisit the Fund Balance Policy at a future meeting to assess whether the 35% cap remains appropriate.

Director of Finance Dahl made the motion to recommend approval of the FYE27 Draft Budget to the Executive Committee and President McCarthy seconded. The motion was approved by a unanimous voice vote.

7. Other Business

A. Next Steps

- Budget to be presented to the Executive Committee for further recommendation to the Board of Directors.
- Future agenda items:
 - Review of Fund Balance Policy
 - MIS Hybrid staffing model discussion
 - Communication strategy to member agencies regarding potential future radio costs

8. Adjournment

Meeting adjourned at 11:46 a.m.

Respectfully submitted,

Kimberly Regalado

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