

DU-COMM

DuPage Public Safety Communications
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DU-COMM Finance Subcommittee Meeting

Tuesday, November 12, 2024 – 2:00 p.m.

Administrator Guttman called the meeting to order at 2:01 p.m.

- | | | |
|--------------|---|-----------------------|
| 1. Roll Call | Administrator Michael Guttman | City of West Chicago |
| | Chief Geoff Pretkelis | Bartlett PD |
| | Administrator Evan Walter | Village of Burr Ridge |
| | Manager James Grabowski | City of Elmhurst |
| | Manager Kathleen Gargano (<i>arrive 2:12</i>) | Village of Hinsdale |
| Absent | Manager Juliana Maller - Village of Hanover Park; Director of Finance Tom Dahl - Village of Roselle | |
| Staff | Director Robb, Finance Manager Athitakis, Executive Secretary Regalado | |

2. Public comment
None.

3. Approval of Minutes
A. October 8, 2024

Chief Pretkelis made the motion to approve the October 8, 2024 minutes and Administrator Walter seconded. The motion was approved by voice vote. Manager Grabowski abstained due to not attending the October 8 meeting.

5. Old Business
A. Contract Agency Options – on hold

6. New Business
A. FYE26 Draft Budget
The committee discussed:

- The budget includes estimated wage/step increases, but this number may change due to ongoing union negotiations.
- The budget includes the addition of one part-time technician to Technical Services due to the TS Manager's additional duties. There has been a part-time technician in the past filled by Fire personnel with radio training in their off hours.
- The budget also includes funding for wellness initiatives and programs that came out of the Healthy Dispatcher report.
- Benefits are reduced in part to new hires waiving insurance benefits.
- There is a significant increase in the MIS budget due to the shift from purchasing software through the capital budget to software as a service paid monthly or yearly from the operations budget. Cybersecurity is strengthened, including staff training.
- Operations budget increase due to leadership training and conferences planned for new and existing Operations Managers.
- The capital budget includes funding for furniture and equipment for new and reorganized office spaces, as well as individual lighting for dispatchers.
- The alarm budget includes a decrease in the amount of money returned to member agencies due to a decrease in alarm revenue.

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- The tower budget includes funding for the renovation of five towers. Looking to contract with a vendor for a several year project, one tower completed per year for maintenance that includes power washing, painting, etc.
- Reserve Funds:
 - The committee discussed four options for using reserve funds.
 - Option 1 was deemed unrealistic as it would result in a reserve fund balance of over 35%.
 - The committee ultimately decided to recommend option 4 using all reserve funds above 35%, which is estimated to be around \$1 million.

Manager Grabowski made the motion to recommend the FYE26 Draft Budget be brought to the Executive Committee and Administrator Walter seconded. The motion was approved by unanimous roll call vote.

7. Other Business

- None.

8. Adjournment

At 2:32 p.m. Manager Grabowski made a motion to adjourn the meeting and Manager Gargano seconded. The motion was approved by a unanimous voice vote. Meeting adjourned.

Respectfully submitted,
Kimberly Regalado
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