

**Lake Consolidated Emergency Communications (LakeComm)**



**LakeComm Executive Committee**

**Agenda Report - FINAL**

**Wednesday, September 10, 2025**

**2:30 PM**

**Or 10 minutes after the conclusion of the  
JETSBS of Lake County meeting, whichever is later.**

**LOCATION:**

**Regional Operations and Communications Facility (ROC)**

**656 W. Winchester Rd.**

**Libertyville, IL 60048**

**Central Training Room**

**1. Call to Order**

- Pledge of Allegiance

**2. Roll Call of Members**

**3. Approval of Minutes**

- 3.1.** Committee action approving the LakeComm Executive Committee minutes from August 13, 2025.

***Attachments:*** LakeComm Exec 8.13.25 Final Minutes (pg. 3)

**4. Public Comment**

**5. Reports**

- 5.1.** Financial Report

***Attachments:*** 2025.08 LakeComm Financial Report (pg. 7)

- 5.2.** Executive Director Update

**6. Unfinished Business**

**7. New Business**

**8. Member Remarks**

**9. Adjournment**

**Next Regular Meeting: October 8, 2025, location to be determined.**

**Lake Consolidated Emergency Communications (LakeComm)**



**LakeComm Executive Committee  
Meeting Minutes - FINAL**

**Wednesday, August 13, 2025**

**2:30 PM**

**Or 10 minutes after the conclusion of the  
JETSB of Lake County meeting, whichever is later.**

**LOCATION: Central Permit Facility (2nd FL)  
500 W. Winchester Road Libertyville, IL**

**1. Call to Order**

- Pledge of Allegiance

*Chair Timony called the meeting to order at 2:33 p.m. and led the Pledge of Allegiance.*

**2. Roll Call of Members**

*LakeComm Secretary Mike Strong did a roll call of members.*

*Members present:*

*Chair: Kevin Timony – Village Manager, Village of Vernon Hills*

*Vice Chair: Bill McKinney – Mayor, City of Zion*

*Lake County: Patrice Sutton - Lake County Administrator*

*Municipal Manager: Greg Jackson - Chief of Staff, City of North Chicago*

*Chiefs of Police Association: Jason Seeley - Chief of Police, Mundelein*

*Fire Chiefs Association: Ed Lescher - Fire Chief, Fox Lake Fire Protection District*

*Members absent:*

*Fire Protection District: Vacant*

*Others Present:*

*Anne Harper, Lake Zurich*

*Alicia Conradi, Gurnee*

*Chas Buschick, Wauconda Fire, Deputy Chief*

*Chuck Smith, Countryside FPD Chief*

*Don Hansen, Mundelein*

*Heather Cipolla, Lake Zurich*

*Janna Philipp, Lake County*

*Jason Kern, LakeComm Executive Director*

*Jeff Giacinto, Wauconda FPD*

*John Kelly, Ottosen, DiNolfo, Hasenbalg & Castaldo Ltd.*

*Kate Reinhard, LCETSB*

*J. Kevin Hunter, Lake County Board Member*

*Kevin Woodside, ETSB of Lake County*

*Lindsay Szafran, LakeComm*

*Matt Meyers, Lake County*

*Molly Jones, Gurnee*

*Nichol Whitfield, CenCom*

*Pat Muetz, Gurnee*

*Patricia Koesling, Gurnee*

*Steve Husak, Lake Zurich PD, Chief  
Steven Winnecke, LCETSB  
Taryn Sofie, LakeComm*

### **3. Approval of Minutes**

**3.1.** Committee action approving the LakeComm Executive Committee minutes from June 11, 2025.

**Attachments:** LakeComm Exec 6.11.25 Final Minutes (pg. 3)

**A motion as made by Vice Chair McKinney, seconded by Member Seeley, that these minutes be approved. The motion carried unanimously by voice vote.**

### **4. Public Comment**

*There were no comments from the public.*

### **5. Reports**

**5.1.** Financial Report

**Attachments:** 2025.06 LakeComm Financial Report (pg. 8)

2025.07 LakeComm Financial Report (pg. 14)

*Chair Timony asked the Committee if there were any questions relative to the Financial Reports, hearing none, he moved on to the next item.*

**5.2.** Executive Director Update

*Executive Director Kern reported that final edits to the 9-1-1 Consolidation Plan and information on the required MOUs have been submitted to the State of Illinois, with application progress expected within 30–60 days. He updated the Committee on the ROC buildout, which is nearing completion, with final technology installations and training underway. He stated that all the pre-employment checks for the staff are now complete, and Telecommunicator training has begun. Mr. Kern provided an update on legislation at the State to increase the 9-1-1 surcharge from \$1.00 to \$2.50, though timing for a vote remains uncertain.*

*Member Seeley inquired about the state advisory board's meeting frequency. ED Kern responded they typically meet twice monthly.*

*Chair Timony asked about concurrent local preparations for LakeComm activation. Director Kern confirmed LakeComm could become operational within 30 days after the Consolidation Plan is approved by the State.*

*Member Seeley asked if any committee action is needed once the Plan is approved by the State. Attorney Kelly clarified that no action or special meeting is required for LakeComm activation post-approval.*

**6. Unfinished Business**

*There was no unfinished business.*

**7. New Business**

*There was no new business.*

**8. Member Remarks**

*Chair Timony stated that there is a vacancy on the Executive Committee and that the By-laws call for one member of the Protection Districts to serve on the Committee. He asked that interested members reach out to Executive Director Kern about the vacancy.*

**9. Adjournment**

**A motion was made by Member Jackson, seconded by Member Seeley, to adjourn the meeting. The motion carried unanimously by voice vote. Chair Timony adjourned the meeting at 2:46 p.m.**

**Next Regular Meeting: September 10, 2025, location to be determined.**



# Lake Consolidated Emergency Communications

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Monthly Financial Report  
For the Month Ended  
August 31, 2025

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Prepared By



Lauterbach & Amen

# Lake Consolidated Emergency Communications

## Summary of Accounts For the 4 Months Ended August 31, 2025

<b>Cash Activity Summary</b>		<b>Account</b>	<b>Current Period</b>	<b>Prior Period</b>	<b>Change</b>
Beginning Balance	741,413.84	Interest Rate			
Revenue	2,402.15	0% Wintrust - Checking	42,734.13	29,732.38	13,001.75
Expense	(71,680.18)	4.50% Wintrust - MaxSafe	631,583.61	711,681.46	(80,097.85)
Less: AR	2,181.93				
Ending Balance	<u>674,317.74</u>	Total All Accounts	<u>674,317.74</u>	<u>741,413.84</u>	<u>(67,096.10)</u>

	<b>Year-to-Date Actual</b>	<b>Annual Budget</b>	<b>Remaining Budget</b>	<b>Prior Year-to-Date Actual</b>	<b>Increase (Decrease) Over PY</b>
<b>Revenue</b>					
Membership	\$ 0.00	\$ 15,666,270.00	\$ 15,666,270.00	\$ 0.00	\$ 0.00
Other Income	12,405.18	0.00	(12,405.18)	0.00	12,405.18
<b>Total Revenue</b>	<u>12,405.18</u>	<u>15,666,270.00</u>	<u>15,653,864.82</u>	<u>0.00</u>	<u>12,405.18</u>
<b>Expense</b>					
Personnel	143,932.20	13,534,170.00	13,390,237.80	0.00	143,932.20
Professional Services	26,240.11	502,500.00	476,259.89	0.00	26,240.11
Maintenance	0.00	640,000.00	640,000.00	0.00	0.00
Equipment/Supplies	161,283.50	210,000.00	48,716.50	0.00	161,283.50
Facility	360.17	279,600.00	279,239.83	0.00	360.17
<b>Total Expense</b>	<u>331,815.98</u>	<u>15,166,270.00</u>	<u>(14,834,454.02)</u>	<u>0.00</u>	<u>331,815.98</u>
<b>Excess Revenues(Expense)</b>	<u>\$ (319,410.80)</u>	<u>\$ 500,000.00</u>		<u>\$ 0.00</u>	<u>\$ (319,410.80)</u>

**Lake Consolidated Emergency Communications  
Statement of Net Position  
As of August 31, 2025**

**Assets**

Cash and Investments	
Libertyville B&T - Checking	\$ 42,734.13
Libertyville B&T - Money Market	631,583.61
Total Cash and Investments	<u>674,317.74</u>
Other Assets	
Capital Assets, Net of Depreciation	<u>0.00</u>
<b>Total Assets</b>	<b><u>674,317.74</u></b>

**Liabilities**

Accounts Payable	4,081.93
Noncurrent Liabilities	<u>                    </u>
<b>Total Liabilities</b>	<b><u>4,081.93</u></b>

**Net Position**

Net Position - Restricted Capital Fund	0.00
Net Postion - Unrestricted	<u>670,235.81</u>
<b>Total Net Position</b>	<b><u>\$ 670,235.81</u></b>

# Lake Consolidated Emergency Communications

## Statement of Revenues and Expenditures - Modified Cash Basis

**For the 4 Months Ended August 31, 2025**

	Month-to-Date Actual	Year-to-Date Actual	Annual Budget	Remaining Budget	Percent of Budget Remaining
<b>Revenues</b>					
4120 - Membership Contributions	\$ 0.00	\$ 0.00	\$ 8,059,914.00	\$8,059,914.00	100.00%
4124 - Lake County Membership Contribution	0.00	0.00	1,006,356.00	1,006,356.00	100.00%
4128 - ETSB from JETSB of Lake County	<u>0.00</u>	<u>0.00</u>	<u>6,600,000.00</u>	<u>6,600,000.00</u>	<u>100.00%</u>
<b>Total Membership Revenue</b>	<u>0.00</u>	<u>0.00</u>	<u>15,666,270.00</u>	<u>15,666,270.00</u>	<u>100.00%</u>
<b>Interest</b>					
4700 - Interest	<u>2,402.15</u>	<u>12,405.18</u>	<u>0.00</u>	<u>(12,405.18)</u>	<u>0.00%</u>
<b>Total Interest</b>	<u>2,402.15</u>	<u>12,405.18</u>	<u>0.00</u>	<u>(12,405.18)</u>	<u>%</u>
<b>Total Revenue</b>	<u>2,402.15</u>	<u>12,405.18</u>	<u>15,666,270.00</u>	<u>15,653,864.82</u>	<u>99.9%</u>
<b>Expenses</b>					
<b>Personnel</b>					
5411 - Regular Salaries	25,925.76	116,564.17	9,200,000.00	9,083,435.83	98.73%
5412 - Overtime	0.00	0.00	707,850.00	707,850.00	100.00%
5440 - Uniforms / Wellness	<u>0.00</u>	<u>0.00</u>	<u>41,920.00</u>	<u>41,920.00</u>	<u>100.00%</u>
<b>Total Personnel</b>	<u>25,925.76</u>	<u>116,564.17</u>	<u>9,949,770.00</u>	<u>9,833,205.83</u>	<u>98.83%</u>
<b>Personnel Benefits</b>					
5423 - Employee Benefits / Health	3,142.47	13,748.76	2,043,600.00	2,029,851.24	99.33%
5424 - Life Insurance	8.24	24.72	21,000.00	20,975.28	99.88%
5432 - IMRF	1,015.27	4,846.23	694,000.00	689,153.77	99.30%
5431 - FICA	1,929.24	8,748.32	758,000.00	749,251.68	98.85%
5434 - Work Comp & Unemployment	<u>0.00</u>	<u>0.00</u>	<u>67,800.00</u>	<u>67,800.00</u>	<u>100.00%</u>
<b>Total Personnel Benefits</b>	<u>6,095.22</u>	<u>27,368.03</u>	<u>3,584,400.00</u>	<u>3,557,031.97</u>	<u>99.24%</u>
<b>Total Personnel</b>	<u>32,020.98</u>	<u>143,932.20</u>	<u>13,534,170.00</u>	<u>13,390,237.80</u>	<u>98.94%</u>
<b>Professional Services</b>					
5503 - Legal	2,447.50	10,670.00	50,000.00	39,330.00	78.66%
5504 - Financial Services	2,625.00	11,250.00	120,000.00	108,750.00	90.63%
5505 - Translation Services	0.00	0.00	20,000.00	20,000.00	100.00%
5506 - HR - Recruiting	0.00	0.00	50,000.00	50,000.00	100.00%
5507 - Bank Fees	75.00	300.00	5,000.00	4,700.00	94.00%
5514 - Employee Testing	0.00	0.00	15,000.00	15,000.00	100.00%
5516 - Postage & Freight	0.00	0.00	500.00	500.00	100.00%
5520 - Travel & Training	0.00	0.00	170,000.00	170,000.00	100.00%
5522 - Dues & Subscriptions	0.00	0.00	12,000.00	12,000.00	100.00%
5610 - Misc Contractual	1,072.00	3,002.61	60,000.00	56,997.39	95.00%
6503 - Legal - JETSB	<u>0.00</u>	<u>1,017.50</u>	<u>0.00</u>	<u>(1,017.50)</u>	<u>0.00%</u>
<b>Total Professional Services</b>	<u>6,219.50</u>	<u>26,240.11</u>	<u>502,500.00</u>	<u>476,259.89</u>	<u>94.78%</u>
<b>Maintenance</b>					
5530 - Maintenance Agreements	<u>0.00</u>	<u>0.00</u>	<u>640,000.00</u>	<u>640,000.00</u>	<u>100.00%</u>
<b>Total Maintenance Costs</b>	<u>0.00</u>	<u>0.00</u>	<u>640,000.00</u>	<u>640,000.00</u>	<u>100.00%</u>

**Lake Consolidated Emergency Communications**  
**Statement of Revenues and Expenditures - Modified Cash Basis**  
**For the 4 Months Ended August 31, 2025**

	<u>Month-to-Date Actual</u>	<u>Year-to-Date Actual</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>Percent of Budget Remaining</u>
<b>Equipment</b>					
5600 - Supplies	0.00	0.00	20,000.00	20,000.00	100.00%
5605 - Computer Software	33,340.00	161,283.50	125,000.00	(36,283.50)	-29.03%
5606 - Office Equipment	0.00	0.00	5,000.00	5,000.00	100.00%
5607 - Radio Equipment	<u>0.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>60,000.00</u>	<u>100.00%</u>
<b>Total Equipment</b>	<u>33,340.00</u>	<u>161,283.50</u>	<u>210,000.00</u>	<u>48,716.50</u>	<u>23.20%</u>
<b>Facility</b>					
5524 - Property/Liability Insurance	0.00	0.00	125,000.00	125,000.00	100.00%
5526 - Telecomm	<u>99.70</u>	<u>360.17</u>	<u>154,600.00</u>	<u>154,239.83</u>	<u>99.77%</u>
<b>Total Facility</b>	<u>99.70</u>	<u>360.17</u>	<u>279,600.00</u>	<u>279,239.83</u>	<u>99.87%</u>
<b>Total Expenses - Operations</b>	<u>71,680.18</u>	<u>331,815.98</u>	<u>15,166,270.00</u>	<u>14,834,454.02</u>	<u>97.81%</u>
<b>Excess Revenue from Operations</b>	<u>\$ (69,278.03)</u>	<u>\$ (319,410.80)</u>	<u>\$ 500,000.00</u>	<u>\$ (819,410.80)</u>	

# Lake Consolidated Emergency Communications Vendor Check Report

All Bank Accounts  
August 2025

Payee/Acct #	Account Description	Description	Check Date/ Amount	Check Number	Check Amount
<b>Vendor Checks</b>					
Target Solutions Learning 5605	Computer Software	Frontline Invoice # 125491	08/27/25 33,300.00	1260	<u>33,300.00</u>
IRONISTIC 5605	Computer Software	Invoice # 252558 - Web Hosting	08/27/25 40.00	1261	<u>40.00</u>
Lauterbach & Amen LLP 5504	Financial Services	Invoice # 106416 - June 2025	08/27/25 2,625.00	1262	<u>2,625.00</u>
Mission Critical Partners, LLC 5610	Misc Contractual	Project 25-208 - Phase 1 ASAP to PSAP	08/27/25 1,072.00	1263	<u>1,072.00</u>
Ottosen DiNolfo Hasenbalg & Castaido, Ltd. 5503	Legal	Invoice #16161 - July	08/27/25 82.50	1264	<u>82.50</u>
Ottosen DiNolfo Hasenbalg & Castaido, Ltd. 5503	Legal	Invoice # 16159 - ETSB General - July	08/27/25 577.50	1265	<u>2,365.00</u>
5503	Legal	Invoice # 15299 - ETSB General - June	852.50		
5503	Legal	Invoice # 14678 - ETSB General - May	935.00		
2235	State Withholding	Illinois Department of Revenue	644.87		
2233	FICA	Internal Revenue Service	1,929.24		
2234	FWT	Internal Revenue Service	2,120.59		
2235	State Withholding	Illinois Department of Revenue	644.87		
2233	FICA	Internal Revenue Service	1,929.24		
2234	FWT	Internal Revenue Service	2,120.59		
AT&T Mobility 5526	Telecomm	AT&T Mobility	08/13/25 99.70	AT&T	<u>99.70</u>
BancCorpSV - WEX Health 5423	Employee Benefits / Health	FSA Claim	08/31/25 54.00	FSA	<u>54.00</u>
IPBC 5423	Employee Benefits / Health	IPBC	08/31/25 3,827.59	IPBC	<u>3,840.89</u>
5424	Life Insurance	IPBC	13.30		
Wintrust Community Bank 5507	Bank Fees	Wintrust Community Bank Analysis Fee	08/18/25 75.00	WINTRUST	<u>75.00</u>
<b>Check List Total</b>					<u><u>43,554.09</u></u>

Check count = 10