

## MINUTES

### EMERGENCY TELEPHONE SYSTEM BOARD

First Floor Conference Room  
53 South La Grange Road  
La Grange, IL 60525

Monday, February 27, 2012 - 6:50 p.m.

#### 1. CALL TO ORDER AND ROLL CALL

A meeting of the Emergency Telephone System Board (ETSB) of the Village of La Grange was held on Monday, February 27, 2012, in the First Floor Conference Room of the Village Hall and was called to order at 6:50 p.m. by Village President Elizabeth Asperger.

Present and constituting a quorum were: Trustee Bill Holder, Fire Chief Bill Bryzgalski, Police Chief Mike Holub and Village Manager Bob Pilipiszyn with Chairman Asperger presiding.

Also present were: Assistant Village Manager Andri Peterson and Finance Director Lou Cipparrone.

#### 2. APPROVAL OF MINUTES

The minutes of the ETSB meeting of February 24, 2011 were presented for approval with no changes noted. It was moved by Fire Chief Bryzgalski, seconded by Trustee Holder that the ETSB Minutes of February 24, 2011 be approved.

#### 3. REVIEW OF THE EMERGENCY TELEPHONE SYSTEM BOARD BUDGET FOR FY 2012-13

Revenues: Finance Director Cipparrone briefly reviewed the two primary revenue sources for the ETSB Fund: 1) 911 Surcharge Fee of \$.75 per land line and 2) Wireless 911 Surcharge of \$.73 per line. The Village receives \$.49 of the \$.73 fee per line wireless fee with the balance funding telecommunications grants for rural areas in downstate Illinois.

Revenues are expected to continue their current trends with the 911 Surcharge decreasing and the Wireless 911 Surcharge increasing due to the growing use of cellular phones, including family packages with multiple lines and households eliminating land lines for internet access to cable or DSL.

The Wireless Emergency Telephone Safety Act requires the Illinois Commerce Commission to annually review funds available for grant requests and distribute surplus funds to local agencies. The Village's received a surplus distribution in FY 2011-12 in the amount of \$8,000. Subsequent year budgets are based solely on the annual wireless 911

surcharge. Future surplus distributions are not budgeted as receipt is dependant upon grants funded by the CMS.

Chief Holub reported that the wireless 911 surcharge is due to sunset April 2013. This date has been amended legislatively once and it will need to be amended again in order to keep the surcharge active. The Illinois Commerce Commission is required to complete a study to determine the future technological and financial needs of the wireless 9-1-1 systems. A report from the study was due to the General Assembly with recommendations in late 2011. To date, we have not received any additional information on the status of the report. The Police and Fire Chiefs Associations and Illinois Municipal League are advocating for renewal of the surcharge in order to continue to fund emergency 911 operations. The ETSB budget assumes the surcharge will be renewed. IF not, the Village may need to consider a referendum to increase the landline surcharge to fund future ETSB expenditures.

Grants: The Village was awarded federal funding to enhance law enforcement technology and equipment including the next phase of 911 services and digital mapping. The grant funds were allocated as follows: \$75,000 for enhanced 911 services and \$25,000 for digital mapping. As the implementation of the Geographical Information System (GIS), which includes the digital mapping component of the enhanced 911 systems, was postponed due to budgetary constraints, the Village has been awarded a three-year extension to complete the project in order to receive the full amount of the grant. For budgetary purposes, receipt of the federal funds is reflected in FY 2014-15.

Expenses: Finance Director Cipparrone briefly reviewed the various routine operating expenditures within the fund.

The Equipment Maintenance line item primarily reflects annual maintenance contracts which provide software updates, technical support and routine maintenance for various 911 emergency systems in the dispatch center. Expenditures increased in FY 2011-12 due to an increase in the annual maintenance contracts for the updated NG 911 software, and the addition of several annual maintenance contracts for Police and Fire Department equipment which were determined to be ETSB eligible.

The FY 2012-13 Professional Service line item budget includes \$25,000 for a Phase II technical study to examine operational, capital, financial and governance issues relating to a combined dispatch center between the Villages of La Grange, La Grange Park and Western Springs. The current ETSB budget assumes continuation of the current business model, pending results of the consolidation studies.

Chief Holub and Chief Bryzgalski reported that the FY 2011-12 estimated actual expenditures reflect \$20,000 for the initial costs associated with “narrow banding” of radio equipment in the Police and Fire Departments. Federal Communication Commission (FCC) Regulations requires all Public Safety Agencies to become narrowband compliant by January 1, 2013. Narrow banding is the narrowing of VHF and UHF channel bandwidths or increased voice paths on existing channels. This will allow for the creation of additional channels, thereby supporting more users. The current bands are congested

with limited availability and restrict expansion or implementation of new systems. Additional funds of \$22,500 are budgeted in FY 2012-13 for completion of the project.

The LaGrange Police, Fire and Public Works radio systems use VHF and UHF channel bandwidths and are therefore required to comply with the FCC Regulations. Narrow banding will require the replacement of several police base radio and receivers and the reprogramming of all existing portable and mobile radios belonging to the police and fire departments.

The FY 2012-13 budget also includes funds of \$7,500 for new radios and batteries for the Fire Department and miscellaneous parts, cables, microphones and antennas.

Reserves: Finance Director Cipparrone reported that the ETSB Fund is slowing drawing down Fund Balance reserves which is an appropriate use of these funds as the replacement of all major equipment is provided for in the Equipment Replacement Fund. However, if the wireless 911 surcharge is not renewed, the Village may need to consider a referendum to increase the landline surcharge to fund future ETSB expenditures.

4. RECOMMENDATION

Upon a motion by President Asperger, seconded by Trustee Holder, it was moved that the ETSB recommend to the Village Board of Trustees the adoption of the FY 2012-13 ETSB budget as presented.

5. ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Lou Cipparrone  
Finance Director