

Warren-Waukegan Fire Protection District
Agenda – Wednesday, July 22, 2026 – 6:00 p.m.
Fire Station #3 – 5330 Manchester Dr., Gurnee, Illinois

AGENDA

- I. Call to Order
- II. Appointment of Trustee and oath of office – Trustee Anthony Milton
- III. Roll Call
- IV. Election of Officers
- V. Comments from the public
- VI. Approval of Minutes – May 20, 2026
- VII. Reports:
 - a. President's Report
 - b. Treasurer's Report
 - 1. Review and sign statement of investments
 - 2. Review and sign statement of expenditures
 - 3. Review proposed expenditures for approval
 - c. Secretary's Report
 - d. Fire Chief's Report
 - e. Attorney's Report
- VIII. Old Business:
 - a. Ambulance billing complaint(s), as applicable – discuss/possible action
 - b. Discuss annexations, as applicable – possible action
- IX. New Business
 - a. CY2026 Levy/Truth-in-Taxation determination – discussion
 - b. Status of Audit/Annual Financial Report – discussion
- X. Closed Session
- XI. Action on Items from Closed Session (if any)
- XII. Review agenda for next meeting – September 23, 2026
- XIII. Adjournment

Dated: July 9, 2026

WARREN-WAUKEGAN FIRE PROTECTION DISTRICT
By: / Anthony Milton, Secretary

Warren-Waukegan Fire Protection District



OATH OR AFFIRMATION OF OFFICE FOR THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT, LAKE COUNTY, ILLINOIS

WARREN-WAUKEGAN FIRE PROTECTION DISTRICT TRUSTEE

I, Anthony Milton, do solemnly swear or affirm that I will support the Constitution and laws of the United States of America, the Constitution and laws of the State of Illinois; that I will become familiar with and obey the policies, rules, and regulations of the Warren-Waukegan Fire Protection District; and that I will faithfully serve the Warren-Waukegan Fire Protection District in the discharge of my duties as a Trustee to the best of my knowledge and ability.

Dated: July 22, 2026

Anthony Milton

WITNESS

An Attorney for Warren-Waukegan
Fire Protection District

MINUTES OF THE WARREN-WAUKEGAN FIRE PROTECTION DISTRICT

GURNEE STATION #3

Wednesday May 20, 2026

Call to Order: President Klauber called the meeting of the Board of Trustees of the Warren-Waukegan Fire Protection District to order at 6:05 PM

Appointment of Trustee:

Postponed until the July 2026 WWFPD mtg.

Roll Call:

Present: President Klauber, Trustee Brian Wattleworth.

Absent: Trustee Tony Milton

Others Present: Meganne Trela of Ottosen, Dinolfo, Hasenbalg & Castaldo, Fire Chief Kavanaugh and Deputy Fire Chief Douglass.

Election of Officers:

Postponed until the July 2026 WWFPD mtg.

Public Hearing on FY2026-2027 Budget & Appropriations Ordinance 2026-O-02

- a. Open Hearing: President Klauber opened the meeting to the public.
- b. Public Comment: No members of the public in attendance.
- c. Close Hearing: President Klauber closed the open hearing portion of the meeting.

Comments from the Public: None

Approval of Minutes:

President Klauber made a motion to approve WWFPD meeting minutes from March 18, 2026. Trustee Wattleworth seconded the motion. A roll call was taken.

Ayes: 2 Nays: 0 Motion carried:2/0

REPORTS

President's Report:

There is no President's Report at this time.

Treasurer's Report:

Trustee Wattleworth stated all deposits are now being direct deposited into the PMA account. The 606 - account (approximately 10K) will be closed and the funds transferred by the time of next WWFPD meeting. The ending balance for the WWFPD is 6,075,425.15

President Klauber made a motion to approve the Treasurer's Report as presented. Trustee Wattleworth seconded the motion. A roll call was taken.

Ayes: 2

Nays: 0

Motion carried: 2/0

Trustee Wattleworth next presented a Statement of Expenditures. Trustee Wattleworth stated that tax payments for Q1 and the payment to the Village have been submitted. Other payments listed below are standard and will be paid directly. Total expenditures submitted for approval equal **\$952,263.64**

<u>Proposed Expenditures</u>	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Beverly Shannon	3/18/26	Recording Secretary	\$250.00
Ottosen, Dinolfo (Atty.)	1331	Legal	\$3710.65
Dam Snell	3/3-4/30/26	CPA	\$810.00
EMC-MC	2/28, 3/31/26	Billing Services	\$5228.53
VFIS	5/7/26	Insurance	\$5637.00
Village of Gurnee	4/3/26	Service Contract	\$934,246.21
Il Dept of Revenue	3/31/26	Q1 Taxes	\$336.00
US Treasury (IRS)	3/31/26	Q1 Taxes	\$2045.25
Total			\$952,263.64

President Klauber made a motion to approve Expense Report. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 2

Nays: 0

Motion carried: 2/0

Secretary's Report:

The Secretary is not in attendance.

Fire Chief's Report:

Deputy Chief Douglass reported on personnel changes. There have been (2) retirements resulting in (2) promotions. Deputy Chief Douglass welcomed the trustees to attend the promotion ceremony and will forward the information to the board members. Deputy Chief Douglass noted that there are also new hires that will be sworn in soon.

Lastly Deputy Chief Douglass mentioned that the annual Fire Expo took place last weekend at Gurnee Mills and was well attended. This year saw the addition of some units from Wisconsin so the expectation is that the Expo will continue to grow year after year.

Auditor Report:

There is no Auditor Report

Attorney's Report:

There is no Attorney Report

Old Business:

- a. Ambulance Billing Complaints: None.
 - Ms. Trela suggested this item be removed from the agenda since all ambulance billing issues are now addressed directly by Chief Kavanaugh.
- b. Annexations: The Village of Gurnee has annexed property by the high school so that the Township can respond to any issues seamlessly. The entities are tax exempt so there will be no taxes collected.

New Business:

- a. Ordinance 2026-O-02 Approving FY2026-2027 Budget & Appropriation

Ms. Trela distributed the adjusted budget packet to the board members. Ms. Trela stated Mr. Taveirne reviewed the budget and adjusted the ambulance billing to coincide with the approved changes to ambulance billing and the Village contract. There were negligible changes to expenses. The estimated reserves as of April 30, 2027, is \$1,962, 832.52. Ms. Trela stated that with the adjustment to the ambulance fund the distribution of the ambulance and corporate funds plus the abatement this year should result in a 50/50 split between the (2) accounts. The ambulance fund is estimated to total \$ 2,043.722.50 as of April 30, 2027. Ms. Trela indicated pages where the Treasurer and Secretary needed to sign.

To approve Ordinance 2026-O-02 Approving FY2026-2027 Budget & Appropriation Ms. Trela stated that there would need to be a secretary pro temp appointed.

President Klauber made a motion to appoint Trustee Wattleworth secretary pro temp for the purpose of signing the Ordinance 2026-O-02 Approving FY2026-2027 Budget & Appropriation. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 2

Nays: 0

Motion carried: 2/0

President Klauber made a motion to approve Ordinance 2026-O-02 Approving FY2026-2027 Budget & Appropriation. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 2

Nays: 0

Motion carried: 2/0

President Klauber and Trustee Wattleworth signed FY2026-2027 Budget & Appropriation forms. Ms. Trela stated she will file the paperwork with the county.

b. Renewal of Accident & Sickness and Commercial Package insurance policies with VIFS
Ms. Trela had sent the policy to the trustees electronically. The coverage is the same as the previous years and covers the trustees while they are doing work associated with the WWFPD.

President Klauber made a motion to approve the renewal of the Accident & Sickness Commercial Package insurance policies with VIFS. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 2

Nays: 0

Motion carried: 2/0

Closed Session: None

Action on items in Closed Session: None

Review agenda items for next board meeting – July 15, 2026

- Discuss Levy & Upcoming Truth in Taxation topic.
- Discuss audit with Mr. Taveirne.
- WWFPD officer election (Trustee Milton).

Having no further business to come before the board, President Klauber made a motion to adjourn the meeting at 6:27 PM. Trustee Wattleworth seconded the motion. A roll call was taken:

Ayes: 2

Nays: 0

Motion carried 2/0

Anthony Milton
Secretary, Board of Trustees
Warren-Waukegan Fire Protection District

Date minutes approved

Warren-Waukegan Fire Protection District, Board of Trustees
Regular MEETING – Wednesday, September 23, 2026 – 6:00 p.m.
Fire Station #2 – 6581 Dada Drive, Gurnee, Illinois
AGENDA

- I. Call to Order
- II. Roll Call
- III. Comments from the public
- IV. Approval of Minutes – Meeting July 22, 2026
- V. Reports:
 - a. President's Report
 - b. Treasurer's Report
 - 1. Review and sign statement of investments
 - 2. Review and sign statement of expenditures
 - 3. Review proposed expenditures for approval
 - c. Secretary's Report
 - d. Fire Chief's Report
 - e. Attorney's Report
- VI. Old Business:
 - a. Ambulance billing complaint(s), as applicable – discuss/possible action
 - b. Discuss annexations, as applicable – discuss/possible action
- VII. New Business
 - a. Res. 2026-R-01 Making 2026 Truth in Taxation Determination – discuss/action
 - b. Ord. 2026-O-03 Making 2026 Levy DRAFT – discuss
 - c. Dam, Snell & Taveirne Financial Reports update – discuss/action
 - 1. 2026 Audit Report
 - 2. 2026 Comptroller's Annual Financial Report
 - 3. 2026 Treasurer's Annual Financial Report
 - 4. Financial reports – July and August 2026
 - d. Review and possible approval of Audit
 - e. Review Closed Session Minutes – discuss/action
- VIII. Closed Session (if needed)
- IX. Action on Items from Closed Session (if any)
- X. Review agenda for next meeting – November 11, 2026
- XI. Adjournment

Dated: July 19, 2026

WARREN-WAUKEGAN FIRE PROTECTION DISTRICT

By: Anthony Milton, Secretary