

**ELWOOD FIRE PROTECTION DISTRICT
REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEE ON
LOCAL GOVERNMENT EFFICIENCY ACT**

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OCT 01 2024
Will County Board.
SCEA

I. Introduction

Provide a brief narrative introducing the District to include: the fiscal year, date incorporated, services provided, population and other demographic data, governing body (i.e., number of trustees, elected or appointed), and any other relevant information.

The Elwood Fire Protection District was formed in 1965 and ran by volunteers to provide emergency services for its residents. In 1994, the residents passed a referendum to provide full-time emergency medical services. The fire district is overseen by a three (3) member board of Trustees which meets monthly. We have one (1) fire station located at 309 W. Mississippi Street in Elwood Illinois. We are approximately 50 miles south of Chicago in Will County and exist as a separate entity from the Village of Elwood. Although our 42 square mile fire district is home to only 4,000 residents, we also protect our daily work population of approximately 20,000. Additionally, we are part of the MABAS 15 Division and provide mutual aid to the 20 communities within the division as well as neighboring communities and MABAS divisions. All shift personnel are certified firefighters and emergency medical technicians (basics or paramedics). The crew responds to approximately 1200 fire, emergency medical, hazardous materials, technical rescue, citizen assistance, and mutual aid calls per year. We maintain every effort to maintain a responsive and well-trained staff advocating for every citizen in their time of need with honor and courage.

II. General Information

A. Location

The District provides services for the following villages, townships, and cities.

| VILLAGES, TOWNSHIPS, & CITIES | |
|--|-----------------------------|
| Name | Estimated Population |
| Village of Elwood | 2,300 |
| Jackson Township | 2,000 |
| Channahon Township | 10,000 |
| | |

The District is located within the following counties: *Will County*

The following additional Units of Local Government overlap the District's service area: *Elwood School District 203, Elwood/Manhattan Public Library, Joliet Junior College District 525, Joliet Township High School District 204, Midewin National Tallgrass Prairie, Abraham Lincoln National Cemetery*

B. District Demographics: Does the District serve any commercial or industrial areas? If so, please provide a brief description of the character of the commercial/industrial properties the District serves: *Centerpoint Intermodal Center: 13 warehouses and 3 truck lots, BNSF Rail Yard: 10 buildings, Exxon Mobil, Stepan Chemical*

Does the District serve any multi-unit residential buildings, assisted living centers, group homes, etc.? If so, please provide a brief description of the amount, type, and if available, rough population estimates: *Park Street Apartment Buildings: 16 apartments, Wyndstone Village Town homes: 185 units*

C. Fire Stations

| Name of Station | Location |
|------------------------|---|
| 1. Station 1 | 309 W. Mississippi St. Elwood, IL 60421 |

D. Employees

| Full Time | Part Time | Volunteer/Paid on Call |
|--------------------------|------------------|-------------------------------|
| 21 (Metro), 4 (District) | 0 | 0 |

E. Fire & EMS Apparatus

| Type | Quantity | Age |
|-------------|----------|------------|
| Ambulance | 2 | 2015, 2021 |
| Engine | 2 | 2004, 2012 |
| Aerial | 1 | 2004 |
| Tender | 1 | 2000 |
| Brush Truck | 1 | ~ 2000 |

F. Services & Programs

| SERVICES | |
|-----------------------|---------------------------|
| Existing | Potential Future Services |
| Fire | Car Seat Checks |
| EMS | |
| Rescue | |
| Prevention/Inspection | |

| PROGRAMS | |
|---|---------------------------|
| Existing | Potential Future Programs |
| CPR Classes | Fire Life Safety Program |
| Pub Ed to Elwood School Students | |
| Stop the Bleed Class to Elwood School Staff | |
| Fire Extinguisher Training | |

G. Financials

| BUDGET | |
|-------------|----------------------|
| Fiscal Year | Annual Budget Amount |
| FY 2020 | \$7,513,850 |
| FY 2021 | \$7,471,914 |
| FY 2022 | \$8,549,333 |
| FY 2023 | \$6,953,356 |

| END OF YEAR FINANCIAL REPORT | | |
|------------------------------|-------------|--------------|
| Fiscal Year | Revenues | Expenditures |
| FY 2019 | \$4,397,040 | \$4,180,519 |
| FY 2020 | \$4,403,027 | \$3,904,476 |
| FY 2021 | \$4,836,694 | \$4,417,054 |
| FY 2022 | \$5,567,293 | \$6,229,069 |
| FY 2023 | \$6,368,029 | \$5,970,696 |

Briefly discuss the five-year trends for the Annual Budgets and the End of Year Financial Reports. Then compare the projected budget with the actual revenues and expenditures. Use this review to assess the financial efficiency and health of the District.

H. Equalized Assessed Value (EAV)

| Levy Year | EAV |
|----------------|---|
| Levy Year 2019 | \$506,525,494 |
| Levy Year 2020 | \$548,986,123 |
| Levy Year 2021 | \$564,752,501 |
| Levy Year 2022 | \$582,691,450 |
| Levy Year 2023 | Estimated to increase 3% to total \$597,895,290 |

I. Insurance Services Office (ISO) Rating

The District's current ISO rating is 2.

III. Committee Information

| COMMITTEE MEMBERS | |
|------------------------|----------------------|
| Title | Name |
| Chief | Christopher Locacius |
| Board Chair | Allan Bertucci |
| Board Trustee | Colleen Prieboy |
| Board Trustee | Patricia Vinsel |
| Fire District Resident | Mary Ann Morse |
| Fire District Resident | Sara McKinney |
| | |
| | |
| | |
| | |

| COMMITTEE MEETING DATES | | |
|-------------------------|------------------|---|
| Meeting | Date | Location |
| First Meeting | October 19, 2023 | 309 W. Mississippi St. Elwood, IL 60421 |
| Second Meeting | April 18, 2024 | 309 W. Mississippi St. Elwood, IL 60421 |
| Third Meeting | Sept 21, 2024 | 309 W. Mississippi St. Elwood, IL 60421 |
| Additional Meetings | | |

IV. Awards & Recognitions

| Award/Recognitions | Description | Date Issued |
|--------------------|------------------------------------|-------------|
| 911 Hero | Trenton Richmond | 07/17/2024 |
| Stork Pins | Baby Delivery: Collins, May, Klads | 04/18/2024 |
| | | |

V. Intergovernmental Agreements (IGAs) & Interrelationships

The District has automatic aid agreements with 21 other jurisdictions and is located in Mutual Aid Box Alarm System (MABAS) Division 15. For an exhaustive list of all IGAs and interrelationships see Exhibit VII, D.

VI. Review of Governing Statutes, Fire District Policies, Rules, Procedures, Training Materials, Reports, and other Documents

A. Governing Statutes (External Review)

| GOVERNING STATUTES | |
|---|---|
| Fire Protection District Act (70 ILCS/705) | ✓ |
| Illinois Open Meetings (OMA) Act (5 ILCS 120) | X |
| Illinois Freedom of Information Act (5 ILCS 140) | X |
| State Officials and Employees Ethics Act (5 ILCS 430/1-1) and other State Ethics Laws | X |

B. Policies, Ordinances, Rules, & Bylaws (Internal Review)

| EXISTING POLICIES, ORDINANCES, RULES, & BYLAWS | | |
|---|---------------------|-------------------|
| Title | Date Enacted | Conclusion |
| Public Comment Policy | *Sep 8, 2022 | Sufficient |
| Does the District have a Sexual Harassment Policy? (775 ILCS 5/2-109) | *Nov 8, 2022 | Sufficient |
| Drug and Alcohol Policies | *May 18, 2023 | Sufficient |
| Board of Trustees Manual | | Sufficient |

Does the District have an *OMA Officer? (5 ILCS 120/1.05(a)) If so, identify the individual: *Jillian Deaville, Clare McKinney*

Does the District have a *FOIA Officer? (5 ILCS 140/3.5(a)) If so, identify the individual: *Jillian Deaville, Clare McKinney*

C. Procedures

| Type | Conclusion |
|---|-------------------|
| FOIA Forms and Procedures (5 ILCS 140/1 et. seq.) *Form 1- as provided on our website | Sufficient |
| Perform Semiannual Review of Closed Session Minutes (5 ILCS 120/2.06) January, July | Sufficient |
| Trustees Filed Statement of Economic Interest Policy (5 ILCS 420/4A-101) Trustees file on their own and we are notified | Sufficient |

| | | |
|---|--|------------|
| Retention, Destruction, and Review of other Documents | Annually | Sufficient |
| Post/File OSHA 300A Report (if required) | District & Metro | Sufficient |
| Grant Management and Reporting | *Grant Spreadsheet | Sufficient |
| NFIRS Compliance | Monthly compliance met by DC Melahn *NFIRS Report | Sufficient |

D. Training

| Title | Satisfactory? | Unsatisfactory? |
|---|---------------|-----------------|
| Board Member OMA Training (5 ILCS 120/1.05(b)) | Yes | |
| FOIA Officer Training (5 ILCS 140/3.5(b)) | Yes | |
| Sexual Harassment Prevention Training (775 ILCS 5/2-109(c)) | Yes | |
| | | |

E. Reports

| Title | Findings | Conclusion |
|------------------------------------|---------------------------|------------|
| Call Volume Reports (3-year trend) | *Yearly Call Volume Chart | Sufficient |
| Call Type Reports (3-year trend) | *Call Type Report | Sufficient |

| Title | Findings | Conclusion |
|---|---------------------|------------|
| Treasurer Statement of Receipts & Disbursements | *Treasurer's Report | Sufficient |
| Annual Audit | *Audit Book | Sufficient |
| | | |

F. Documents

| Title | Findings | Conclusion |
|--|--|------------|
| Schedule of all FPD Board Meetings (5 ILCS 120/2.03) | * Board of Trustee Meetings, Pension Board Meetings | Sufficient |
| Checklist of Scheduled Annual Tasks | *Annual Responsibilities Checklist | Sufficient |
| | | |

G. Transparency

| WEBSITE | | |
|---------------------------------------|------------------|-------------------|
| Type | Findings | Conclusion |
| General Review of Website Information | *Website Outline | Sufficient |
| | | |

VII. Recommendations for Increased Accountability and Efficiency

A. Strengths & Efficiencies

Briefly list and describe the District's strengths and efficiencies the Committee identified and provide a plan of action for continued improvement.

Strengths: policies, programs, and financial stability

Efficiencies: Personnel Committee Assignments- uniform & gear, health & safety, fire apparatus, response & box alarm, ems apparatus, training tower

Plan: Continue to make modifications as demands and needs of our community change

Briefly list and describe the District's growth areas the Committee identified and provide a plan of action for to improve accountability and efficiency.

B. Growth Areas

| Item | Recommendation for Improvement |
|--|---|
| <i>Example of Inefficiencies (e.g., improve transparency on website)</i> | Expand our community outreach and education- Plan: Hire Coordinator |
| | |
| | |

C. Greatest Needs

Briefly list and describe the District's greatest needs for improving accountability and efficiency (e.g., funding, equipment, personnel, etc.).

Modernize equipment

D. Conclusion

Provide the Committee's final thoughts and a conclusion on how to increase accountability and efficiency within the District based on the information and analysis conducted in this report.

The following additional documents are attached to this report:

| <input checked="" type="checkbox"/> | NAME OF DOCUMENT |
|-------------------------------------|--|
| | Agenda and Minutes from Decennial Committee Meetings |
| | Fire Protection District Map |
| | Intergovernmental Agreements (IGAs) List |
| | |
| | |



ELWOOD FIRE PROTECTION DISTRICT DECENNIAL COMMITTEE

309 W. Mississippi St., Elwood, Illinois 60421
Allan Bertucci Colleen Prieboy Patricia Vinsel
Christopher Locacius Mary Ann Morse Sara McKinney

Notice of a Regular Meeting

The Elwood Fire Protection District Decennial Committee will conduct a meeting on
Thursday, October 19, 2023, at 8:30 AM
in the Elwood Fire Protection District located at 309 W. Mississippi St. Elwood, IL 60421
for the purposes set forth in the following agenda:

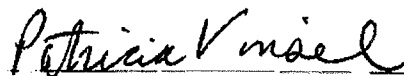
AGENDA

1. Pledge of Allegiance
2. Call to Order
3. Roll Call
4. Public Comment (Limit 3 minutes)
5. Approval of Minutes of Prior Meeting
6. Old Business
 - a. Other Unfinished Business
7. New Business:
 - a. Discussion / Possible Action on the Study of Local Government Efficiencies
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report
 - c. Discussion / Possible Action on Setting up of the Next Meeting
 - d. Review Correspondence
 - e. Other New Business
8. Closed Session
9. Adjournment

**Elwood Fire Protection District
Decennial Committee Meeting Minutes
Thursday, October 19, 2023**

1. Pledge of Allegiance: The Board stood and recited the Pledge of Allegiance.
2. Call to Order: The meeting was called to order at 8:30 a.m. at 309 West Mississippi Street, Elwood, IL 60421, by Allan Bertucci.
3. Roll Call:
Present: Allan Bertucci, Colleen Prieboy, Patricia Vinsel, and Christopher Locacius.
Also Present: Attorney John Motylinski, Accountant James Howard, Jillian Deaville, and Clare McKinney
Absent: Mary Ann Morse, Sara McKinney
4. Public Comment (Limit 3 minutes): None
5. Approval of Minutes of Prior Meeting: None
6. Old Business
 - a. Other Unfinished Business: None
7. New Business:
 - a. Discussion / Possible Action on the Study of Local Government Efficiencies: Attorney Motylinski welcomed the committee and outlined information that the District could provide to the committee which would aid in the study of its efficiencies.
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report: A discussion was held to allow time for the District to gather all recommended documents and information to present at the next meeting.
 - c. Discussion / Possible Action on Setting up the Next Meeting: The board held a discussion on holding the next meeting in March. All members will be consulted to schedule the next meeting on a day/time that works best for everyone.
 - d. Review Correspondence: None.
 - e. Other New Business: None.
8. Closed Session: None
9. Adjournment: A motion was made by Bertucci and seconded by Vinsel to adjourn the meeting at 8:55a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted





ELWOOD FIRE PROTECTION DISTRICT DECENNIAL COMMITTEE

309 W. Mississippi St., Elwood, Illinois 60421
Allan Bertucci Colleen Prieboy Patricia Vinsel
Christopher Locacius Mary Ann Morse Sara McKinney

Notice of a Regular Meeting

The Elwood Fire Protection District Decennial Committee will conduct a meeting on
Thursday, April 18, 2024, at 4:30 PM
in the Elwood Fire Protection District located at 309 W. Mississippi St. Elwood, IL 60421
for the purposes set forth in the following agenda:

AGENDA

1. Pledge of Allegiance
2. Call to Order
3. Roll Call
4. Public Comment (Limit 3 minutes)
5. Approval of Minutes from the Regular Meeting on October 19, 2023
6. Old Business
 - a. Other Unfinished Business
7. New Business:
 - a. Discussion/ Possible Action on the Study of Local Government Efficiencies
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report
 - c. Discussion / Possible Action on Setting up of the Next Meeting
 - d. Review Correspondence
 - e. Other New Business
8. Closed Session
9. Adjournment

**Elwood Fire Protection District
Decennial Committee Meeting Minutes
Thursday, April 18, 2024**

1. Pledge of Allegiance: The Board stood and recited the Pledge of Allegiance.
2. Call to Order: The meeting was called to order at 4:30 p.m. at 309 West Mississippi Street, Elwood, IL 60421, by Christopher Locacius.
3. Roll Call:
Present: Allan Bertucci, Colleen Prieboy, Patricia Vinsel, Christopher Locacius, Sara McKinney, and Mary Ann Morse.
Also Present: Clare McKinney.
4. Public Comment (Limit 3 minutes): None
5. Approval of October 19, 2023 Meeting Minutes: A motion was made by Colleen Prieboy seconded by President Bertucci to approve the minutes as written. All in favor: Aye 6, No 0. Motion carried.
6. Old Business
 - a. Other Unfinished Business: None
7. New Business:
 - a. Discussion / Possible Action on the Study of Local Government Efficiencies: Christopher Locacius explained the purpose and duties of the Decennial Committee on Local Government Efficiency Act to the members.
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report: Christopher Locacius presented supporting documents for the Report of Compliance and the board members reviewed.
 - c. Discussion / Possible Action on Setting up the Next Meeting: The board held a discussion to tentatively plan the next meeting on November 23, 2024 at 8:30 a.m.
 - d. Review Correspondence: None.
 - e. Other New Business: None.
8. Closed Session: None
9. Adjournment: A motion was made by Sara McKinney and seconded by Mary Ann Morse to adjourn the meeting at 4:58 a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted





ELWOOD FIRE PROTECTION DISTRICT DECENNIAL COMMITTEE

309 W. Mississippi St., Elwood, Illinois 60421
Allan Bertucci Colleen Prieboy Patricia Vinsel
Christopher Locacius Mary Ann Morse Sara McKinney

Notice of a Regular Meeting

The Elwood Fire Protection District Decennial Committee will conduct a meeting on
Saturday, September 21, 2024, at 8:30 AM
in the Elwood Fire Protection District located at 309 W. Mississippi St. Elwood, IL 60421
for the purposes set forth in the following agenda:

AGENDA

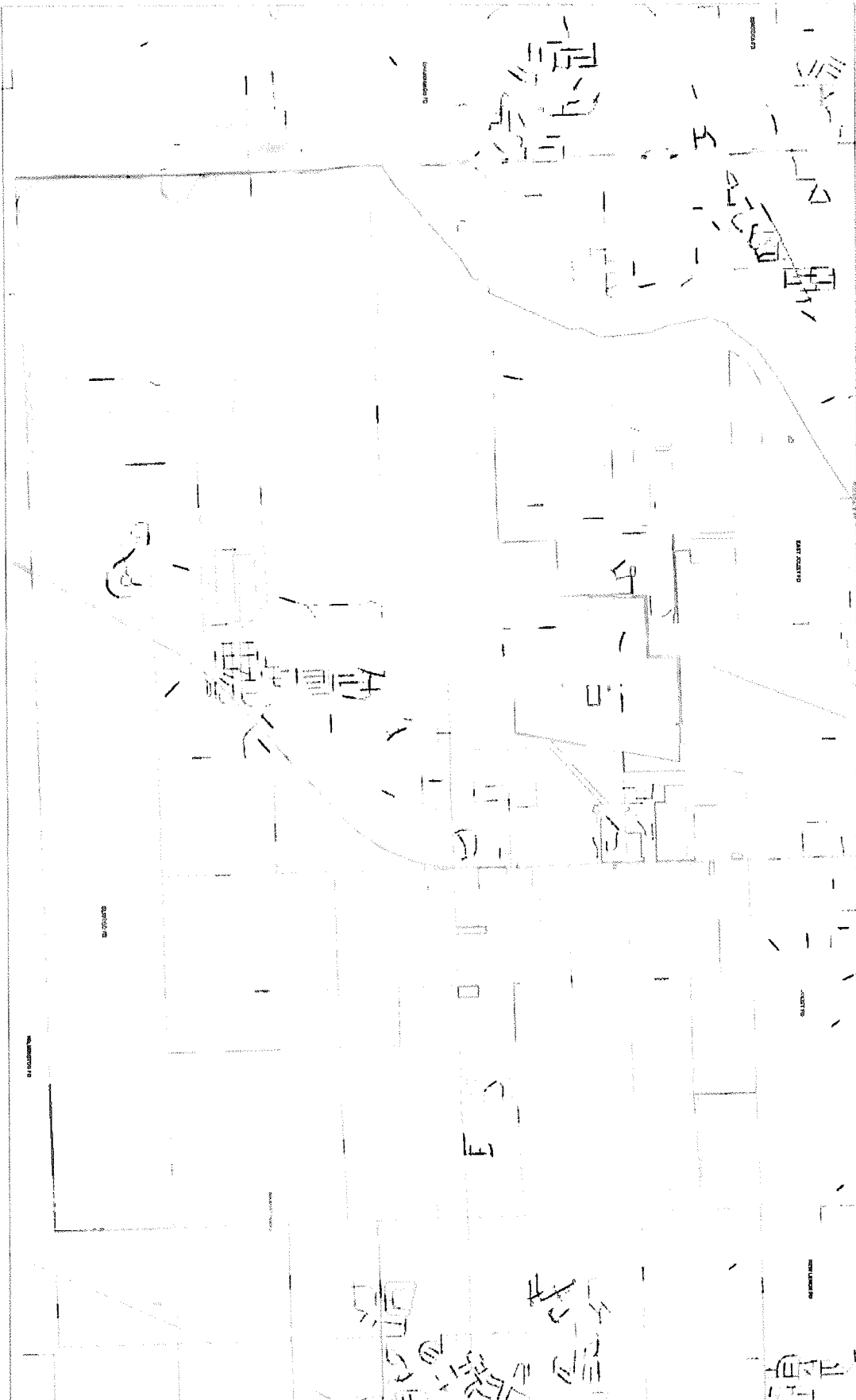
1. Pledge of Allegiance
2. Call to Order
3. Roll Call
4. Public Comment (Limit 3 minutes)
5. Approval of Minutes of Prior Meeting
6. Old Business
 - a. Other Unfinished Business
7. New Business:
 - a. Discussion / Possible Action on the Study of Local Government Efficiencies
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report
 - c. Discussion / Possible Action on Submission of the Efficiency Act Report
 - d. Review Correspondence
 - e. Other New Business
8. Closed Session
9. Adjournment

**Elwood Fire Protection District
Decennial Committee Meeting Minutes
Saturday, September 21, 2024, 8:30AM**

1. Pledge of Allegiance: The Board stood and recited the Pledge of Allegiance.
2. Call to Order: The meeting was called to order at 8:30 a.m. at 309 West Mississippi Street, Elwood, IL 60421, by Chris Locacius.
3. Roll Call:
Present: Allan Bertucci, Colleen Prieboy, Patricia Vinsel, Christopher Locacius, Sara McKinney, and Mary Ann Morse.
Also Present: Clare McKinney
4. Public Comment (Limit 3 minutes): None
5. Approval of Minutes of Prior Meeting: A motion was made by Bertucci and seconded by Vinsel to approve the minutes from April 18, 2024, as written. Aye 6, Nay 0, Absent 0. Motion Carried.
6. Old Business
 - a. Other Unfinished Business: None
7. New Business:
 - a. Discussion / Possible Action on the Study of Local Government Efficiencies: The board discussed the Study of Local Government Efficiencies.
 - b. Discussion / Possible Action on the Preparation of Efficiency Act Report: The board discussed the Report.
 - c. Discussion / Possible Action on Submitting the Efficiency Act Report: A motion was made by McKinney and seconded by Morse to approve the submission of the report. Aye 6, Nay 0, Absent 0. Motion Carried.
 - d. Review Correspondence: None.
 - e. Other New Business: None.
8. Closed Session: None
9. Adjournment: A motion was made by Bertucci and seconded by Vinsel to adjourn the meeting at 9:08 a.m. The motion carried with a unanimous voice vote.

Respectfully Submitted _____

Elwood Fire District



Legend

- North Arrow
- Scale: 1" = 100'
- Elwood Fire Boundary
- Street
- Other Fire Jurisdictions
- Railroad

Elwood Fire District
10000 Elwood Drive
Elwood, MO 64002
Phone: 417-233-2222
Fax: 417-233-2223
Website: www.elwoodfire.com

Intergovernmental Agreements

| Name | Company | Date | Notes |
|---|---|------------|--|
| Call Handling & Aid Outside Jurisdictional Boundaries Agreement | Will County Emergency Telephone System | 11/21/2023 | |
| MABAS Master Agreement | MABAS | 10/19/2022 | |
| Emergency Response Training Agreement | ExxonMobil Oil Corporation | 10/12/2021 | |
| Professional Fee Agreement for EFPD Auxiliary Structure | Village of Elwood | 4/12/2021 | |
| To provide communications system access to EFPD through facilities of County of Will | County of Will | 7/13/2020 | |
| Between IL Department of Healthcare & Family Services and EFPD (2020-20-2) | IL Department of Healthcare & Family Services | 9/14/2020 | |
| Memorandum of Understanding for Automatic/ Mutual Aid | East Joliet Fire Protection District | 2/11/1019 | |
| Cooperative Agreement to both possess the poer to establish regulations regarding fire protection and fire safety | Village of Elwood | 6/11/2018 | |
| Real Estate Assessment Agreement Exxon Mibil Oil Refinery | Exxon Oil Corporation | 6/11/2018 | establishes equalized assessed valuations for real estate tax purposes for tax years 2018-2023 |
| Illinois Route 53 and Hoff Road Improvement | Illinois Department of Transportation | 1/11/2016 | Letter of Understanding included |
| Memorandum of Understanding for Automatic/ Mutual Aid | Manhattan Fire Protection District | 3/13/2013 | |
| Intergovernmental Water Tower License Agreement | Village of Elwood | 8/4/2003 | |
| EFPD sell to Village of Elwood - Property for \$1.00 | Village of Elwood | 7/13/1998 | |
| Intergovernmental Idemnification which establish residential Impact Fees | Village of Elwood | 4/19/2006 | |