# REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY ACT

**(50 ILCS 70/1)**

## FINAL REPORT
## APPROVED MAY 16, 2024

WAUCONDA FIRE DISTRICT

*PROUDLY SERVING*

Hawthorn Woods, Island Lake, Lake Barrington, Lakemoor, North Barrington, Port Barrington, Tower Lakes, Volo, Wauconda and some unincorporated areas of Lake and McHenry Counties.

*SINCE 1889*

*THE MISSION OF THE WAUCONDA FIRE DISTRICT IS TO FAITHFULLY SERVE OUR COMMUNITY THROUGH EMERGENCY RESPONSE, EDUCATION, PREVENTION, AND SOCIAL INTERACTION.*

## Introduction:

The Wauconda Fire Protection District (WFPD) is located 38 miles northwest of Chicago in the NE corner of the state and provides fire, rescue, and ALS emergency medical transport services (EMS) proudly serving Hawthorn Woods, Island Lake, Lake Barrington, Lakemoor, North Barrington, Port Barrington, Tower Lakes, Volo, Wauconda and some unincorporated areas of Lake and McHenry Counties since 1889. The WFPD is governed by a five-person Board of Trustees appointed by the County of Lake Board. Three Fire Commissioners appointed by the WFPD Board also serve the District.

The WFPD is a combination department (mostly full-time/career) that protects 41,000 residents living throughout 44.5 square miles 24 hours a day, 7 days a week. The WFPD's first due response area is comprised of residential properties (40%), commercial/industrial (20%), and open space (40%).

The current staffing level consists of 53 personnel (45 FT, 8 PT) operating on a 24/48 platoon schedule that includes a Fire Chief, 2 Deputy Chiefs, 1 Training Division and 1 Fire Prevention Division Chief, 3 Battalion Chiefs, 9 Lieutenants, 27 full-time Firefighters, and 8 part-time Firefighters. Support staff includes 1 full-time and 2 part-time administrative positions.

The Districts paramedics operate under the direction of the Northwest Community Emergency Medical Services System and meets all Illinois Department of Public Health (IDPH) requirements. Officers and firefighters are certified by the Illinois Office of the State Marshal. WFPD is NIMS compliant and operates under ICS protocols.

Personnel operate from 3 fire stations utilizing the following apparatus:

- 4 Engines
- 1 Water Tanker
- 1 Ladder Tower
- 1 Brush truck
- 1 Dive Rescue/Support
- 4 ALS Ambulances
- 10 command/support vehicles

WFPD houses, maintains and operates several regional response assets including a Unified Command & Communication Vehicle, Side Scan Underwater Sonar Unit, and a number of special equipment trailers.

The District provides community risk reduction with fire and life safety inspection and education programs, structural and wildland fire suppression, advanced life support transport emergency medical service, fire investigation, hazardous materials response, technical rescue, swiftwater rescue, and water rescue-recovery (dive and sonar).

District facilities include a large live-fire training compound that is shared with regional agencies. WFPD works very closely daily with neighboring communities and has collaborative automatic response agreements with several Fire/EMS agencies in the area to give and receive effective responses to emergencies in the region. In 2023 WFPD responded to 222 auto/mutual aid requests. WFPD participates in the Mutual Aid Box Alarm System (MABAS) for both Lake and McHenry Counties (Divisions 4 & 5). Many WFPD personnel are active members of MABAS regional response-ready Special Teams including Underwater Dive & Sonar, Swiftwater, Haz-Mat, Wildland, Technical Rescue and Fire Investigations.

In 2023, WFPD responded to 4,769 emergency incidents. Our response time goal of 8 minutes or less was met 92% of the time in 2023.

## I. Unit of government submitting this report:

## WAUCONDA FIRE PROTECTION DISTRICT (WFPD)

## II. Information about our Fire Protection District:

A. We are located in Lake & McHenry Counties.

B. 44.5 square mile Fire Protection District:
- Villages in WFPD: Hawthorn Woods, Island Lake, Lake Barrington, Lakemoor, North Barrington, Port Barrington, Tower Lakes, Volo, Wauconda
- Some unincorporated areas of Lake and McHenry Counties
- Townships in WFPD: Cuba, Ela, Fremont, Wauconda, Algonquin, Nunda
- Zip Codes in WFPD: 60010, 60030, 60042, 60047, 60051, 60060, 60073, 60084

C. The population of our FPD is 41,000 as of the 2020 census

D. We have 53 full-time and 8 part-time sworn employees of the FPD; 1 full-time and 2 part time administrative positions *(not including elected/appointed officials).*

E. Our annual budget for FY 2023 is: $16,989,070

F. Our FPD's equalized assessed valuation for Tax Year 2023 is:

**Lake EAV: $1,446,054,910**
**McHenry EAV: $184,845,592**
**Total TY 23 EAV: $1,630,900,502**

G. Fire Stations

Station #1: 109 W. Liberty Street · Wauconda, IL 600084
Station #2: 404 East State Road · Island Lake, IL 60042
Station #3: 1300 South Gilmer Road · Volo, IL 60073

## III. Information about the Committee

### A. Committee Members:

- Board President: Bill Hogan
- Board Trustee: Luis Planas
- Board Trustee: George White
- Board Trustee: Tim Gertz
- Board Trustee: Deb Lezon
- Fire Chief: Patrick Kane
- Fire District Resident: David Geary
- Fire District Resident: Dan Quick

**B.** **Dates that our Committee Met** **(50 ILCS 70/20)**

**First (Organizational) Meeting:** **May 18, 2023**

**Second Meeting:** **August 17, 2023**

**Third Meeting:** **January 18, 2024**

**Additional Meeting:** ~~**March 21, 2024**~~ ***Cancelled***

**Additional Meeting:** **May 16, 2024**

## IV. Programs Offered by our Fire Protection District

A. Our Fire Protection District offers the following services and programs:

| | |
|---|---|
| • Fire Suppression | • Rescue |
| • ALS EMS Transport | • CPR Instruction |
| • Fire & Life Safety Inspection | • Public Fire Safety Education |
| • Plan Review | • Training Facilty Co-Op |
| • Cadet Program | |

B. Other services/programs we could possibly provide:

| | |
|---|---|
| • Mobile Integrated Healthcare/Community Paramedicine | |
| **Citizens Fire Academy** | **After the Fire Neighborhood Forums** |
| **Stop the Bleed classes** | |

## V. Awards and Recognitions

**Our Fire Protection District has received the following awards, distinctions, and/or recognitions:**

- Insurance Services Organization (ISO) Class 3
- Zoll Clinical Save Awards
- Daily Herald Article-COVID-19 drive-by Birthday Celebrations for kids

## Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments:

| | Entity: | Services Offered: |
|---|---|---|
| 1. | Mutual Aid Box Alarm System-Illinois | Regional, Statewide, and interstate mutual aid IGA – MABAS Division 4&5 Special Response Teams |
| 2. | McHenry TWP FPD, Lake Zurich FD, Cary, Fox Lake, Grayslake, Nunda FPDs | Automatic Responses for apparatus & personnel to certain areas and incidents. |
| 3. | Grayslake FPD, Round Lake FPD, Lake Zurich FD | Training Facility Use |
| 4. | Wauconda Community Unit School District 118 | EMS/Rescue Stand-By |
| 5. | Village of Wauconda | Special Event Stand-By / Landscape Services |
| 6. | Village of Island Lake | Special Event Stand-By / Landscape Services |
| 7. | Village of Lake Zurich | Fire Dispatch Services |
| 8. | Village of Lakemoor | Inspections |
| 9. | Wauconda Park District | EMS/Rescue Stand-By |
| 10. | Barrington FD & Nunda FPD | SCBA Mask Fit Testing Services |

B. Our Fire District's efficiency has increased through intergovernmental cooperation in the following way(s) *(list cost savings, avoiding duplicated services, etc.)*:

- Effective and efficient emergency response; closest unit decreases response times and provides additional staff when needed.
- Local Gov't partners for buildings and grounds services at fire stations.
- Consolidated dispatch services.
- Training with other area fire departments at WFPD facility for efficiency and compliance.

## VI. Review of Laws, Fire District Policies, Rules and Procedures, Training Materials, and other Documents

We have reviewed the following non-exhaustive list applicable to the Fire Protection District to evaluate our compliance and to determine if any of the foregoing should be amended.

| Laws, Policies, Training Materials, Reports and Other Documents | |
|---|---|
| ✓ | State laws applicable to Fire Protection Districts, including, but not limited to the Fire Protection District Act (70 ILCS/705) |
| ✓ | Illinois Open Meetings Act (5 ILCS 120) |
| ✓ | Policy on public comment |
| ✓ | Trustee compensation & training (70 ILCS 705/6(c)) |
| ✓ | Designation of OMA officer (5 ILCS 120/1.05(a)) |
| ✓ | All Board Officials have completed OMA Training (5 ILCS 120/1.05(b)) |
| | |

| Laws, Policies, Training Materials, Reports and Other Documents *(continued)* | |
|---|---|
| ✓ | Schedule of Fire District Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03) |
| ✓ | Illinois Freedom of Information Act (5 ILCS 140) |
| ✓ | Designation of FOIA officer (5 ILCS 140/3.5(a)) |
| ✓ | FOIA Officer Training (5 ILCS 140/3.5(b)) |
| ✓ | Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a)) |
| ✓ | Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b)) |
| ✓ | List of Types or Categories of FOIA Records under the FPD's Control (5 ILCS 140/5) |
| ✓ | Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d)) |
| ✓ | IMRF Total Compensation Postings (5 ILCS 120/7.3) |
| ✓ | Link on FPD website to IMRF required reports (40 ILCS 5/7-135.5) |
| ✓ | Designation of Whistleblower Auditing Official (50 ILCS 105/4.1) |
| ✓ | Board Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5) |
| ✓ | Sexual harassment prevention training (775 ILCS 5/2-109(c)) |
| ✓ | Intergovernmental Agreements/MOU's/Shared services/Co-ops |
| ✓ | Board of Fire Commissioners Appointments |
| ✓ | MABAS & Special Teams |
| ✓ | Contracts for services |
| ✓ | Dispatch services |
| ✓ | Employee Policy Handbook |
| ✓ | State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1) |
| ✓ | Budget, audits, and other financial documents (filed) |
| ✓ | Grant management and reporting |
| ✓ | Website (current & accurate) / Social Media |
| ✓ | Post/File OSHA 300A Report |
| ✓ | Ordinances and Resolutions |
| ✓ | SOPs/SOGs/Rules & Regulations |
| ✓ | IDOL mandated policies |
| ✓ | Fire District Annual Reports |
| ✓ | NFIRS Compliance |
| | Strategic Plan |
| ✓ | EMS Reporting (IDPH) |
| | |

## VII. What Have We Done Well?

- Active involvement in the communities we serve. Through attendance at community events, block parties, festivals, open house, facility tours and regular attendance at local government board meetings, the District demonstrates its commitment and support to the municipalities and unincorporated areas it serves.
- The District is also fortunate to have a long history of providing high level emergency response service, with well trained and compassionate personnel. The District's great reputation took many years to develop, but because it can be negatively impacted in a relatively short period of time, there's a great effort to hire good people and promote the right leaders which ensures long term community support.
- Migration to the Northwest Community Hospital EMS System has proven to be a valuable tool in providing the paramedics with improved training and service delivery.

- Grant management, which includes applying for, researching, and properly administering grants has improved the District's financial status is well done.
- Pension Bond funding was accomplished in 2020 when interest rates were below 3% to finance the District's unfunded pension liability. Market increases since that time have resulted in the pension being 110% funded, and this action by the District will save millions of dollars in future costs.
- Implementation of Crash Billing, increased ambulance billing rates, and creating a fee schedule to charge groups for special services has created addition revenue to pay for service.
- Spearheading the Community Paramedic Program (MIH) in the Region has created an even better reputation for the District among partner agencies and other government boards.

## VIII. What Inefficiencies Did We Identify/What Are our Next Steps?

- Policies to be updated periodically to keep current with legislative changes. Next step, the Chief report annually to the Board on significant policy changes or updates.
- Recruitment challenges in the future, as the qualitied pool of candidates get smaller and we are competing even more with other fire agencies to hire the best people. Next step, the District should begin working on ways to increase the pool of candidates.
- Potentially significant changes in dispatch services that could impact response times and our efficiency. Next step, continue engagement with other agencies to develop and promote a best practices dispatch center.

## IX. What Can We Do Better or More Efficiently?

- The Board and Chief Officers should formally meet in a planning workshop to discuss ideas, identify ways to improve service and add value to the community within the current financial constraints. In addition, a better understanding of the financial constraints by all involved, can help build the plan for long term sustainability.
- Develop a community driven Strategic Plan
- Review and update all SOG's

## X. What are some challenges/deficiencies the District is facing?

- Across the entire Fire District, significant economic growth has slowed or stopped. Many businesses have gone out of business or moved, leaving empty store fronts and buildings. Although property taxes continue to be paid, the unsightly remains of an empty store front tend to lower property values and provide no incentive for new investors to open and further develop the business district.
- Rising equipment costs and health insurance creates a long-term financial challenge.
- Population is growing older and calls for non-emergent services are rising.
- TIF districts may impact fire district revenue.
- Apparatus & equipment price increases and delivery times.
- Finances will continue to be a challenge looking forward.

## XI. Our committee's recommendations regarding Increased Accountability and Efficiency:

- As the District is highly reliant on property taxes, any new development and increasing property values help the district meet its increasing costs. The District Administration will need to continue to be an active participant with the partner municipalities and both Counties as these agencies work, with limited options, to build value in their economic engines. Some tools available to these agencies are the creation of Business Districts, Tax Increment Financing for public infrastructure, SSAs, fee reductions and waivers, and tax incentives. By remaining actively engaged in these local conversations and plans the District and the partner agencies will get the best results for the community.
- Going forward the Chief should report to the Board at least once annually on significant policy changes to help the board stay current and better informed.
- Staff should continue providing the Board with long-term (5 year) annual revenue and expense projections in order to plan properly for revenue deficiencies that might impact service.
- The District should begin working on ways to increase the pool of candidates for new hires.
- The District should continue working with other fire agencies to share services and create intergovernmental agreements that allow for sharing equipment, purchasing vehicles and equipment, and handling responses to help meet the recent experience with cost increases.
- Update and enhance the Districts web-site.
- Mentorship and training new staff and officers on the many values associated with community involvement and how that can translate into maintaining and building community support for the District.
- Continue working with County-wide agencies to create a reliable state of the art dispatch center that can increase our response capability.
- Continued effort towards the establishment of Mobile Integrated Health (Community Paramedic Program). Our senior population is growing and the calls for service to that segment is growing accordingly. Many of the calls for service are for non-emergent assistance and distract from our ability to provide emergency services to others. An MIH program could reduce some of these non-emergent requests and will also be seen as just another value-added service we offer the community.

## XII. The residents that attended meeting(s) provided the following feedback when surveyed:

- Surveys were provided; three (3) responses were submitted complimenting the District on its services.

**Wauconda Fire Protection District**
**Address: 109 W. Liberty Street**
**City, State, Zip: Wauconda, IL 60084**
**Phone: 847-526-2821**
**Fax: 847-526-2836**
**Website: www.waucondafire.org**

# REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY ACT

(50 ILCS 70/1)

**Final Report approved on May 16, 2024, by the Wauconda Fire Protection District's Local Government Decennial Efficiency Committee.**

**Chair's Signature:** Patrick Kane

**Other Signatures:**

**Secretary, Board of Trustees**

Patrick Kane

**Fire Chief**

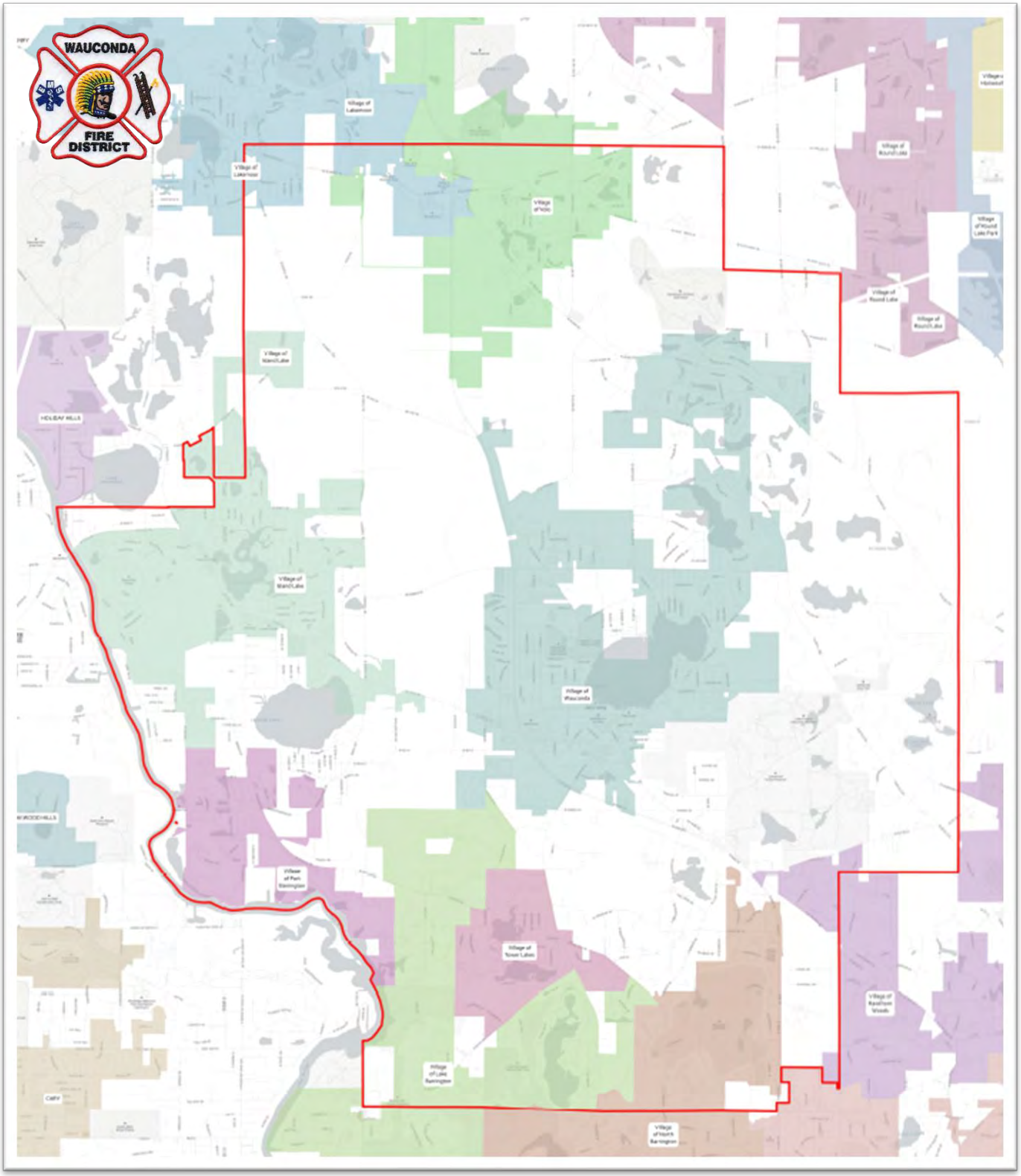
**Submitted to the Counties of Lake & McHenry on May 23, 2024**

Decennial Committee Reports | Lake County, IL (lakecountyil.gov)
decennialreports@lakecountyil.gov

Decennial Committee on Local Government Efficiency | McHenry County, IL (mchenrycountyil.gov)
webmaster@mchenrycountyil.gov

# Wauconda Fire Protection District

## Boundary & Municipalities



# LIST OF DOCUMENTS REVIEWED (*Copies are available upon submitting a FOIA request)*

- 2020 Tax Levy
- 2021 Final Audit
- Approved Budget and Appropriations Ordinance 2020-0-05
- Approved Odinance 2020-0-09 Pension Bond Limiting Ord.
- Approved Ordinance 2020-0-02 Accident and Vehicle Fire Billing
- Approved Ordinance 2020-0-03 Special Rescue Billing
- APPROVED Ordinance 2020-0-08 Authorization to Issue General Obilgation Bonds
- Approved Ordinance 2021-0-02 Tax Levy
- Approved Ordinance 2022-0-01 B and A
- Approved Ordinance 2022-0-02 Tax Levy
- Approved Ordinance 2022-O-05 MABAS Master Agreement
- Approved Ordinance 2023-O-01 Budget and Appropriations 2023-24
- Approved Ordinance 2023-O-02 Decennial Committee updated with names and updates
- Approved Ordinance 2023-O-04 Tax Levy
- Approved Ordinance 2024-O-02 Budget and Appropriations 2024-25
- Approved Resolution 2020-0-02 Support 911 Consolidation
- Approved Resolution 2021-0-01 Regional 911 Consolidation - Extend IGA 9-2021
- Auto Aid Agreement Nunda 3-14-2017 Signed
- Auto Aid Agreement with Lake Zurich 2020
- BARR-Wauconda MOU fit testing 19-1004
- Budget and Appropriation Ordinance 2021
- Cary Auto Aid Agreement 2-2017
- Final CBA 5-1-2021
- Final Lake Zurich Dispatch Contract - Signed
- Fox Lake Auto Aid Agreement 2-2017
- Grayslake - Wauconda ARA Agreement Signed 1-17
- Grayslake Training Facility MOU and Invoice
- IGA with Dist 118
- IGA with Island Lake for Services
- Lake Zurich AutoAid Agreement 2-2017
- MIH IGA
- NUNDA-Wauconda MOU  fit test 2019
- Ordinance 2024-O-01 - MIH
- Round Lake Training Facility MOU and Invoice
- Signed IGA with Park District
- Signed IGA with Village of Wauconda
- Village of Barrington Training Facility MOU and Invoice
- WAUCONDA FIRE PROTECTION DIST_AUDIT REPORT_2022_0430
- Wauconda FPD Audit Report FY23
- WFPD - Regional 911 Consolidation IGA Ext 9-2021
- WFPD Agenda-Decennial Committee on Local Government Efficiency-August 16 2023
- WFPD Agenda-Decennial Committee on Local Government Efficiency-January 18 2024
- WFPD Agenda-Decennial Committee on Local Government Efficiency-March 2024 - Cancel
- WFPD Agenda-Decennial Committee on Local Government Efficiency-May 16 2024
- WFPD Annual Report 2021
- WFPD Annual Report 2022
- WFPD Annual Report 2023
- WFPD Decennial Committee on Local Government Efficiency-Meeting Minutes - May 16.2024
- WFPD Decennial Committee on Local Government Efficiency-Meeting Minutes-August 17 2023
- WFPD Decennial Committee on Local Government Efficiency-Meeting Minutes-January 18 2024
- WFPD Decennial Committee Report (Final-5.16.2024)
- WFPD DHS Civil Rights Review (May-23) COMPLETED
- WFPD Grant Funding Summary
- WFPD Handbook Updated AUG 18 2022 (FINAL)
- WFPD Org Chart JULY 2022
- WFPD Response & Special Maps NOV 2020 (ALL)

*Headquarters*

109 W. Liberty Street
Wauconda, IL 60084

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Patrick Kane
Fire Chief

EMERGENCY 911

## District Board

Bill Hogan—President
Luis Planas—Secretary
Tim Gertz—Treasurer
George White—Trustee
Deb Lezon—Trustee

## Board of Fire Commissioners

Ron Price—Chairman
Dan Quick—Commissioner
Greg Durbin—Commissioner

ISO PUBLIC PROTECTION CLASSIFICATION CLASS 3