

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

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 Manhattan Fire Protection District (M.F.P.D.) serves approximately 149 square miles, which includes the Villages of Manhattan, Peotone, Green Garden Township, Jackson Township, Manhattan Township, Peotone Township, Will Township, and Wilton Township. The M.F.P.D. is located 45 miles southwest of Chicago in Will County, one of the fastest-growing counties in the state. The Manhattan Fire Protection District is rapidly growing and developing primarily as a rural bedroom community.

M.F.P.D. is a combination department with approximately 65 members (29 Full-time and 36 part-time) who are fire- and E.M.S. trained. The M.F.P.D. has three stations staffed 24/7, 365 days a year. We achieved an ISO Class 1 in 2020.

Manhattan Fire Protection District recently consolidated with the Peotone Fire Protection, which doubled the size of our District and increased our population by 50% to approximately 40,000 residents.

The district is a farming community with large open spaces crisscrossed by an extensive transportation infrastructure to facilitate the growing community's commute throughout the county. Over 94,000 people live, work, and travel in Will County, many traveling through and around the Manhattan Fire Protection District.

Will County is the epicenter for inland intermodal freight (rail, truck, and waterborne) in the country and has become an essential link in the global supply chains of many industries. The emerging freight corridor through Manhattan sees a daily truck volume between 5,750 and 8,499 trucks, with freight by truck continuing to shift to the roads through the heart of our District. The emerging freight corridor through Peotone sees a daily truck volume of approximately 7,000. Interstate 57 averages 33,100 vehicles daily, with trucks accounting for about 21% of traffic on Interstate 57. The county has plans to increase its transportation infrastructure through Manhattan to serve the increased demands.

In addition to residential and transportation risks, M.F.P.D. protects many high-hazard facilities and critical infrastructure, including three tank farms, a ComEd substation, an electrical generating facility, multiple pipelines, and a potential third airport.

The M.F.P.D. has seen an increase in calls by over 50% the last ten years. The department is an all-hazards response organization responding to structure fires, E.M.S. calls, motor vehicle accidents, hazardous materials, and technical rescue incidents. The consolidation with the Peotone Fire Protection District doubled our service area and will add over 1200 calls for 2025, with an average of 7.5 calls daily.

II. General Information

A. Location

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

VILLAGES, TOWNSHIPS, & CITIES	
Name	Estimated Population
Village Of Manhattan	11,000
Village Of Peotone	5,000
Jackson Township	
Manhattan Township	
Green Garden Township	6 TOWNSHIPS TOTAL – 26,311
Peotone Township	
Will Township	
Wilton Township	

The District is located within the following counties: WILL

The following additional Units of Local Government overlap the District's service area: *[provide list of other ULGs, like park districts, library districts, school districts]* Manhattan & Peotone Park Districts, Manhattan and Peotone Library Districts, Manhattan, Will, Wilton, Peotone, Jackson and Green Garden Townships, Manhattan and Peotone School Districts, Will County Highway Dept.

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:

We serve many various types of businesses that include car dealerships, general retail, electric power facility, crude oil tank farms, cannabis manufacturing, and restaurants.

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:

We serve approximately 10 group home facilities, multiple apartment buildings and a hotel which will be complete in 2025. Our multi-unit residential buildings are apartments, townhomes and condos. We have numerous multi-unit residential buildings with approximately.

C. Fire Stations

Name of Station	Location
1.Manhattan Station 81	100 S. Park Rd. Manhattan, IL (Manhattan Station)
2.Manhattan Station 82	28710 S. Cedar Rd. Manhattan, IL (Wilton Center Station)
3.Manhattan Station 83	7550 W. Joliet Rd. Peotone, IL (Peotone Station)

D. Employees

Full Time	Part Time	Volunteer/Paid on Call
29	36	0

E. Fire & EMS Apparatus

Type	Quantity	Age
Engine	3 (1 is reserve)	2009 (reserve), 2022, 2022
Pumper Tender	2	2016, 2022
Ambulance	4	2019, 2022, 2023, 2024 (remount)
Brush Truck	2	2009, 2011 (both replacing in 2024)
Utility	3	2012, 2013, 2020
Squad	1	2009
UTV	1	MABAS owned
Decon Unit	1	MABAS owned
Command Car	3	2020, 2020, 2022
Public Education Car	1	2019

F. Services & Programs

SERVICES	
Existing	Potential Future Services
Fire	
EMS	
Rescue	
Fire Prevention	Inspections / Plan Review
Public Education	
Technical Rescue	
Hazardous Materials	
Water Rescue	
Fire Investigations	

PROGRAMS	
Existing	Potential Future Programs
Car Seat Installation	Citizens/Officials Fire Academy
Safe Sitter	Pre-School fire safety camp
CPR/1 st aid	Jr. FF camp
Stop the Bleed	Adopt a FF
Learn not to Burn	

Matter of Balance	
Knox Box	
Address Signs	
School visits	
Community / Special Events / Smoke alarm program	

G. Financials

BUDGET	
Fiscal Year	Annual Budget Amount
FY 2019	\$4,275,958
FY 2020	\$5,029,700
FY 2021	\$6,702,207
FY 2022	\$5,402,705
FY 2023	\$5,766,191

END OF YEAR FINANCIAL REPORT		
Fiscal Year	Revenues	Expenditures
FY 2019	\$3,343,104	\$3,302,808
FY 2020	\$3,763,805	\$3,478,978
FY 2021	\$6,191,876	\$5,469,681
FY 2022	\$4,772,773	\$4,683,951
FY 2023	\$6,359,720	\$4,477,758

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.

Every year the District presents a balanced budget to the Board of Trustees. Over the last 5 years the District has outperformed the budget and added \$5 million to fund balance inclusive of the consolidation with Peotone Fire Protection District. The District monitors its budgets monthly and makes adjustments to ensure staying within the total budget and providing for replacement reserves for fleet and facility needs every year. Although it has never been implemented, based on our fund balance policy the Chief can prepare for expenditure reduction and/or revenue increases to restore minimum requirements in the subsequent budget year if our fund balances fall short of our policy requirements.

H. Equalized Assessed Value (EAV)

Levy Year	EAV
Levy Year 2019	\$373,987,688
Levy Year 2020	\$397,200,734
Levy Year 2021	\$425,910,577
Levy Year 2022	\$464,585,321
Levy Year 2023	\$719,910,768

I. Insurance Services Office (ISO) Rating

The District's current ISO rating is 1.

III. Committee Information

COMMITTEE MEMBERS	
Title	Name
Chief	Steve Malone
Deputy Chief	Dave Piper
Battalion Chief	Bruce Boyle
Board Chair	William Moncrief
Board Trustee	Nick Kotchou
Board Trustee	Larry Goodwin
Board Trustee	William Weber
Board Trustee	Bob Davis
Board Trustee	Brian Hupe
Board Trustee	Mike Shivers (May 2025)
Fire District Resident	Chris Gearman
Fire District Resident	Jay Nadler

COMMITTEE MEETING DATES		
Meeting	Date	Location
First Meeting	October 16, 2023	Manhattan Station 81
Second Meeting	April 15, 2024	Manhattan Station 81
Third Meeting	April 21, 2025	Manhattan Station 81
Additional Meetings		

IV. Awards & Recognitions

Award/Recognitions	Description	Date Issued
Several Individual Awards for members	International Fire Chiefs Training Officer of the Year – Chief Malone	
	IDPH instructor of the year – Lt. Ludwig	

V. Intergovernmental Agreements (IGAs) & Interrelationships

The District has automatic aid agreements with 5 other jurisdictions and is located in Mutual Aid Box Alarm System (MABAS) Division 19. For an exhaustive list of all IGAs and interrelationships see appendices.

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)	X
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	7/07	POLICY 2.14
Does the District have a Sexual Harassment Policy? (775 ILCS 5/2-109)	07/07	POLICY 1.11
IDOL Mandated Policies	2007	
Drug and Alcohol Policies	10/07	POLICY 1.14
Employee Handbook/Policy Manual	2007	CBA in place until Dec2026
Board of Trustees Manual	07/07, revised Jan. 2025	REVIEWED AND UPDATED - LEXIPOL

Does the District have an OMA Officer? (5 ILCS 120/1.05(a)) If so, identify the individual: KIM

INGRAM

Does the District have a FOIA Officer? (5 ILCS 140/3.5(a)) If so, identify the individual: KIM

INGRAM

If applicable, identify the District's designated auditing official under the Public Officer Prohibited Activities Act (50 ILCS 105/4.1): DNA

If applicable, list and briefly describe any policies, ordinances, rules, or bylaws the District is implementing or hoping to implement in the future.

C. Procedures

Type	Conclusion
FOIA Forms and Procedures (5 ILCS 140/1 <i>et. seq.</i>)	SATISFACTORY
Perform Semiannual Review of Closed Session Minutes (5 ILCS 120/2.06)	SATISFACTORY
Trustees Filed Statement of Economic Interest Policy (5 ILCS 420/4A-101)	SATISFACTORY

Retention, Destruction, and Review of other Documents	SATISFACTORY
Post/File OSHA 300A Report (if required)	SATISFACTORY
Grant Management and Reporting	SATISFACTORY
NFIRS Compliance	YES

D. Training

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

E. Reports

Title	Findings	Conclusion
Call Volume Reports (3-year trend)	See attached	
Call Type Reports (3-year trend)	See attached	
Dispatch Reports (3-year trend)	See attached	

Title	Findings	Conclusion
Treasurer Statement of Receipts & Disbursements	x	
Annual Audit	x	Received unqualified opinion past several years
<i>Other Financial Documents</i>		

F. Documents

Title	Findings	Conclusion
Schedule of all FPD Board Meetings (5 ILCS 120/2.03)	X	Posted
Checklist of Scheduled Annual Tasks	X	

G. Transparency

Does the District have a website? If not, why? If so, complete the table below. For a comprehensive list of items found on the District's website see appendices.

WEBSITE		
Type	Findings	Conclusion
General Review of Website Information	X	Adding financials

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.

The Manhattan Fire District consolidated with the Peotone Fire District effective January 1, 2023. Attached are several documents regarding the consolidation.

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

This year we will have an updated Standard of Cover and Community Risk Assessment along with finalizing our strategic plan following the accreditation model.

B. Growth Areas

Item	Recommendation for Improvement
<i>Example of Inefficiencies (e.g., improve transparency on website)</i>	

C. Greatest Needs

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

Consideration for reduction in duplicative efforts by fire districts by requiring standard of covers and community risk assessments. Consider having a County-wide assessment done. Consider a county-wide dispatch center. Works towards better service for all citizens from 911 to emergency calls, fire prevention and public education.

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:

✓	NAME OF DOCUMENT
X	Agenda and Minutes from First Committee Meeting
X	Agenda and Minutes from Second Committee Meeting
X	Agenda and Minutes from Third Committee Meeting
X	Fire Protection District Map
X	Intergovernmental Agreements (IGAs) List
X	Summary of Items on District Website (if applicable)