



**BENSENVILLE FIRE PROTECTION DISTRICT
2023 REPORT FOR COMPLIANCE WITH
DECENNIAL COMMITTEE ON
LOCAL GOVERNMENT EFFICIENCY ACT**



Purpose

The Bensenville Fire Protection District formed its Committee on Local Government Efficiency (Committee) on October 26th, 2023, in compliance with the Decennial Committees on Local Government Efficiency Act (P.A. 102-1088), to examine efficiencies within the district. In accordance with this statute, findings will be analyzed to report recommendations to increase efficiency and accountability for the Fire District.

Fire District Mission Statement

The Bensenville Fire Protection District is committed to provide emergency services that preserve life and property and promote overall public safety with the highest quality of service possible to the community during the impact of fire, disaster, injury, illness, or terrorism of any kind.

Fire District Vision

To save lives, protect property, and strengthen community relationships through dedication, professionalism, pride, and education.

Fire District Philosophy

The Bensenville Fire Protection District's business is service. We are committed to providing high quality service to our community and our citizens. We believe that the success of our organization depends on teamwork, mutual trust and honesty achieved through commitment to the following values: Communication with one another; Innovation in meeting the present and future needs of the district; Responsibility as a team for the effective delivery of services; Pride in our work, in our dedication to public service, to each other, and in being the best we can be.

Fire District Code of Ethics

As a firefighter and member of the Bensenville Fire Protection District, my fundamental duty is to serve the community; to safeguard and preserve life and property against the elements of fire and disaster; and maintain a proficiency in the art and science of fire engineering.

I will uphold the standards of my profession, continually search for new and improved methods, and share my knowledge and skills with my contemporaries and successors.

I will not allow personal feelings, nor danger to self, deter me from my responsibilities as a firefighter.

I will always, respect the property and rights of all men and woman, the laws of my community and my country, and the chosen way of life of my fellow citizens.

I recognize the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the fire service. I will never use my official position to obtain advantages or favors for myself, my friends or family.

I will constantly strive to achieve the objectives and ideals, dedicating myself to my chosen profession, saving of life, fire prevention and fire suppression.

As a member of the Bensenville Fire Protection District, I accept this self-imposed and self-enforced obligation as my responsibility.

I. Introduction

Bensenville Fire Protection District is in the Village of Bensenville, an urban area located eleven miles west of the City of Chicago in Illinois. We are bordered on the northeast by one of the largest airports in the world, O'Hare International Airport. The Fire District was formed in 2006. Prior to 2006, we were a municipal fire department originally established in 1894. The Fire Protection District protects 18,801 residents and covers an area of 6.4 square miles with 70 percent commercial and 30 percent residential use. We provide fire and EMS services from two stations. Besides our first due area, we also participate in local and county wide mutual aid responses and cover an unincorporated portion of Bensenville. The district has a Metra commuter station and five Canadian Pacific Railroad crossings and Railroad terminal. There are several dining options, a variety of shopping, and a large industrial base, as well as extensive housing opportunities including senior living, assisted living, and nursing homes. Our community has two grade schools, one middle school and one high school. The Bensenville Fire District has 22 sworn full-time personnel, 1 administrative staff, and 9 part-time civilian paramedics who respond to an average of 2,100 EMS calls and an average of 3,600 calls for service annually, making us one of the busiest emergency providers in the area. Our all-hazards department responds to emergency medical calls, structure fires, vehicle accidents, hazardous materials response, water and dive rescues, and technical rescue incidents. The district is a member of MABAS Division 12 where we have a collaborated response agreement to help our neighboring communities. The Fire District is governed by a five-member appointed board consisting of a board president, a board treasurer, a board secretary, and two board trustees. Our fiscal year runs from January through December where we are funded solely by property taxes. Recently, as of March 2024, a referendum passed within the Bensenville Community to where now all Board of Trustee positions shall be elected in the future by the residents of the Village of Bensenville.

II. Partnerships

- MABAS Agreement, MABAS (Mutual Aid Box Alarm Systems) is a multi-state organization that assists in the coordination of a variety of emergency responses leveling from minor to major incidents. This organization has 69 divisions, and can be found in the states of Illinois, Wisconsin, Indiana, Michigan, Iowa, and Missouri. MABAS is beneficial mutually to both the community and fire organizations because of the shared emergency response tools, equipment, education, and members.
- ETSB (Emergency Telephone System Board of DuPage County), A usage agreement with ETSB for participation in the Fire Station Alerting (FSA) System. DuPage ETSB oversees the technical systems enhanced 9-1-1 with 135 dispatchers who assist the citizens of DuPage County and portions of Cook, Kane, and Will Counties. In utilizing a standardized, interoperable FSA system, the district increases efficiency and effectiveness in emergency responses.
- ACDC (Addison Consolidated Dispatch Center), is an Illinois municipal corporation and the dispatch agency utilized by the district. With 17 other organizations served, the district maximizes the opportunity for an efficient, coordinated response of our staff and resources.
- Bensenville Fire Protection District 1 is an unincorporated area just outside the Village of Bensenville's limits. Fire District 1 contracts services for fire and EMS response annually.

III. General Information

A. Location

The Fire District provides services to the Village of Bensenville and the unincorporated area of Bensenville, Fire District 1. In addition to our immediate response area, we provide auto and mutual aid to our surrounding communities when needed. The Bensenville Fire Protection District is located mostly in DuPage County and located in Cook County to the east in Illinois.

B. District Demographics

The Fire District serves a large commercial area with a variation of small retail stores to industrial. White Collar workers make up 65.34 percent of the working population in Bensenville, while blue-collar employees account for 34.66 percent. There are 761 entrepreneurs in Bensenville (7.44% of the workforce); 8,389 workers employed in private companies (82.05%); and 589 people working in government institutions.

There are 18,801 residents in Bensenville, with a median age of 35.9. of this, 50.98% are males and 49.02% are females. The population is 49% Hispanic, 39.8% White, 5.9% Black, 3.9% Asian, .1% American Indian, and .05% Native Hawaiian and other Pacific Islander decent. There are 6,880 households in Bensenville, each made up of around 3 members and a median household income of \$69,043. Of the residents, 49.01% are rented apartments, condo units, and assisted/senior living facilities.

C. Fire Stations

1. Station 107 500 S. York Road, Bensenville, Illinois 60106
2. Station 108 700 Foster Avenue, Bensenville, Illinois 60106

D. Employees

The Bensenville Fire Protection District has 25 sworn full-time employees, 9 part-time civilian employees and 1 full-time administrative executive assistant.

E. Fire and EMS Apparatus

Type	Housed	Scheduled to be Replaced	Age
2011 Ford Ambulance	700 Foster Ave, Bensenville Il	2024	13
2019 Ford Ambulance	500 S. York Road, Bensenville IL	2026	5
2019 Ford Ambulance	500 S. York Road, Bensenville IL	2029	5
2010 Spartan Pumper	700 Foster Ave, Bensenville Il	2030	14
2017 E-1 Ladder Truck	500 S. York Road, Bensenville IL	2038	7
2023 E-1 Value One Pumper	700 Foster Ave, Bensenville Il	2043	1
2019 Ford Pick-Up Truck	500 S. York Road, Bensenville IL	2040	5

2023 Fore Expedition	500 S. York Road, Bensenville IL	2033	1
2023 Subaru Ascent	500 S. York Road, Bensenville IL	2033	1

F. Services and Programs

SERVICES	
Existing	Potential Future Services
Fire Suppression	Fire Inspection/Code Enforcement
Emergency Medical Services	Hydrant Testing
Specialty Rescue	
Public and Community Safety Education	
Hazardous Materials	
Fire Investigation	
Disaster Management	
Fire Prevention	
Honor Guard Services	
Department Chaplin	
Open House Event	
Station Tours	
Touch-A-Truck	
Block Parties	
Local Sporting Event Stand by	

PROGRAMS	
Existing	Potential Future Programs
CPR, AED Instruction	Citizens Fire Academy
Stop the Bleed Instruction	Fire Extinguisher Training
Smoke Detector Program	
Blood Pressure Screening	

G. Financials

BUDGET	
Fiscal Year	Annual Budget Amount
FY 2019	\$7,941,040
FY 2020	\$8,852,179
FY 2021	\$7,506,202
FY 2022	\$7,335,015
FY 2023	\$7,254,125

END OF YEAR FINANCIAL REPORT

Fiscal Year	Revenue	Expenditures
FY 2019	\$5,897,748	\$6,220,039
FY 2020	\$5,870,608	\$8,852,179
FY 2021	\$7,528,846	\$5,463,123
FY 2022	\$6,481,882	\$6,547,160
FY 2023	\$7,320,500	\$7,254,125

H. Equalized Assessed Value (EAV)

Levy Year	EAV
Levy Year 2019	\$585,606,187
Levy Year 2020	\$589,314,332
Levy Year 2021	\$612,909,737
Levy Year 2022	\$642,176,258
Levy Year 2023	\$644,370,536

The Bensenville Fire District has 2 OMA Officers (5 ILCS 120/1.05(a))

Fire Chief Douglas Halverson	Executive Assistant Kris Murphy
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The Bensenville Fire District has 2 FOIA Officers (5 ILCS 140/3.5(a))

Fire Chief Douglas Halverson	Executive Assistant Kris Murphy
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I. Insurance Services Office (ISO) Rating

The Fire District current ISO rating is a 2 in areas with hydrants and ISO 3 in areas with no hydrants.

J. Committee Information

COMMITTEE MEMBERS	
Title	Name
Fire Chief	Fire Chief Douglas Halverson
Board Chair	Board President Jerry Budnik
Board Trustee	Board Treasurer Doug Eltman
Board Trustee	Board Secretary Nick Panicola, Sr.
Fire District Resident	Commissioner Renee Congilio
Fire District Resident	Commissioner Logan Rott

COMMITTEE MEETING DATES		
Meeting	Date	Location
First Meeting	November 16, 2024	500 S. York Rd, Bensenville
Second Meeting	January 18, 2024	500 S. York Rd, Bensenville
Third Meeting	March 21, 2024	500 S. York Rd, Bensenville

*Minutes of all meetings are on the Fire District website or can be available on request to the district's administrative office.

K. Awards & Recognition

Award/Recognitions	Description	Date Issued
State of Illinois OSFM	Firefighter Excellence Unit Citation	May 10, 2022
Good Samaritan Award of Excellence	Joseph R. Hartmann EMS Award of Excellence	April, 2022
Commendation Awards	Successful Natural Baby Delivery	March 21, 2024

L. Intergovernmental Agreements

The Bensenville Fire Protection District has automatic agreements with Wood Dale, Elk Grove, Elmhurst, Addison, and Rosemont. We also have Mutual Aid Agreements with (MABAS) Division 12 Departments. The agreement for MABAS is attached as Exhibit A.

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

1. Governing Statues (External Review)

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

2. Policies, Ordinances, Rules, and Bylaws (Internal Review)

EXISTING POLICIES, ORDINANCES, RULES, & BYLAWS		
Title	Date Enacted	Conclusion
Public Comment Policy	May 1, 2024	Created new policy on Public Comment
Sexual Harassment Policy (775 ILCS 5/2-109)	May 1, 2023	Policy and education meet or exceeds standards
IDOL Mandated Policies	May 1, 2023	Meet or exceeds standards
Drug and Alcohol Policies	May 1, 2023	Meet or exceeds standards
Policies, General Orders	May 1, 2023	Meet or exceeds standards
Board of Trustees Manual	May 1, 2023	Updated each year
Standard Operating Guidelines	May 1, 2023	Meet or exceeds standards

3. Procedures

PROCEDURES	
Type	Conclusion
FOIA Forms and Procedures (5 ILCS 140/1 <i>et. seq.</i>)	The Fire District currently falls within the current law and has a easy form online.
Perform Semiannual Review of Closed Session Minutes (5 ILCS 120/2.06)	The Fire District currently practices semi-annual review of all closed section minutes.
Trustees Filed Statement of Economic Interest Policy (5 ILCS 420/4A-101)	All members including trustees file an annual statement of economic interest with DuPage County.
Retention, Destruction, and Review of other Documents	The district is looking to upload all documents to a scan drive for retention of records. Currently they are paper copies.
Post/File OSHA 300A Report (if required)	OSHA 300A report is filed each year.
Grant Management and Reporting	Reporting is sufficient with current standards.
NFIRS Compliance	Reporting is sufficient with current standards.

4. Training

Title	Satisfactory?
Board Member OMA Training (5 ILCS 120/1.05(b))	OMA Training is compliant and meets all standards.
FOIA Officer Training (5 ILCS 140/3.5(b))	FOIA Training is compliant and meets all standards.
Sexual Harassment Prevention Training (775 ILCS 5/2-109(c))	Sexual Harassment Prevention Training is compliant and meets all standards.

5. Reports

CALL REPORTS		
Title	Findings	Conclusion
Call Volume Report for 2021	1439 EMS related calls 3930 calls total	10.76 calls per day 1.34 calls per member daily
Cal Volume Report for 2022	946 EMS related calls 3622 calls total	9.92 calls per day 1.24 calls per member daily
Call Volume Report for 2023	1973 EMS related calls 3635 calls total	9.95 calls per day 1.24 calls per member daily

FINANCIAL REPORTS		
Title	Findings	Conclusion
Treasurer Statement of Receipts & Disbursements	Reports submitted monthly and reviewed by Board of Trustees	Meet or exceeds standards
Annual Audit	Completed Annually by outside Illinois Certified Accounting Firm	Meet or exceeds standards
Payroll	Completed by-weekly by outside Illinois Certified Accounting Firm	Meet or exceeds standards
Pension	Completed monthly by outside Illinois Certified Accounting Firm	Meet or exceeds standards

Bensenville Fire Protection District uses an Illinois Certified independent Public Accounting Firm. (50 ILCS 105/4.1)

Lauterbach & Amen for Pension and Payroll and Eccezion for annual district audits.

6. Documents

DOCUMENTS		
Title	Findings	Conclusion
Schedule of all FPD Board Meetings (5 ILCS 120/2.03)	All meetings are scheduled on the BFPD website.	All meetings are scheduled with ample notice to the public on the website and notification board outside the main fire station.
Checklist of Scheduled Annual Tasks	The minimum tasks scheduled are documented by state by calendar and dates.	The past three years have been completed on time or prior to due date.

7. Transparency

The Bensenville Fire Protection District has a website that provides transparency between the organization and public. It provides the current required information and provides the public with fire prevention and safety education in both English and Spanish.

WEBSITE		
Type	Findings	Conclusion
General Review of Website Information	Information is transparent and found on current district website.	The information on the website goes above and beyond what is expected. The website is updated weekly.
Social Media Platform	Limited to Facebook and Instagram.	Seek a broader platform with information of the true organization's vision and goals.

8. Recommendations for Increased Accountability and Efficiency

a. Strengths & Efficiencies

The Fire District strengths are managing the budget with continued investments and line-item expenditures for its personnel, pension, insurance, and continued growth of the organization.

The Fire District will continue to maintain programs responsible for maintenance of buildings, replacement of tools and apparatus and plan for future needs of the organization to best service the community for all calls for services.

b. Growth Areas

Item	Recommendation for Improvement
Staffing	Continue to seek grants that support financial concerns with increasing staffing and retention of personnel.
Apparatus Maintenance	Develop a formal inventory and tracking system for all maintenance on apparatus from time received to surplus.
Station Addition	Provide station addition to North Fire Station for separation of quarters between male and females with lavatories and locker rooms.

c. Greatest Needs

The Bensenville Fire Protection Districts greatest needs is retention of part-time personnel to supplement daily staffing requirements and an overall long-term goal of replacement of part-time personnel with sworn full-time staffing to achieve a desired membership reducing exposure of turnover in the organizations staffing program. In January of 2024, the Board of Trustees unanimously approved hiring of three additional sworn firefighter/paramedics in efforts to achieve this long-term goal increasing our membership from 22 sworn members to 25 sworn members.

d. Conclusion

In conclusion, the Bensenville Fire Protection District has been providing fire, rescue, and emergency services to the community for 130 years and will continue to find ways to meet the needs within the financial capabilities of the district. We will continue to search for opportunities to improve our services, promote efficiency, and increase community and fire safety. The organization will continue to update the capital improvement plan annually and discuss current trends to prepare better financially. We will continue to facilitate collaboration with our neighboring fire departments to promote cost savings with the services we provide including all hazard technical disciplines.

Our dedication to being transparent to the organization and community are a priority and looking to the future of using social media as a tool for informing the public more readily. Currently, the district has mainly concentrated on Facebook and Instagram which includes posts on safety and fire education information as well as community awareness. However, there is not a concentrated effort to market the district through these posts, as they are often for transparency purposes or community engagement. A greater emphasis on marketing the district with existing membership to inform the community on roles, responsibilities, efficiency, or effectiveness of our organizations services is a pursued goal for improvement.

Overall, our district will focus on better communications within the organization and community to better serve the commonwealth of all stakeholders currently and into the future.


The following additional documents are attached to this report:

✓	NAME OF DOCUMENT
✓	Agenda and Minutes from First Committee Meeting
✓	Agenda and Minutes from Second Committee Meeting
✓	Agenda and Minutes from Third Committee Meeting
✓	Fire Protection District Map
✓	Intergovernmental Agreements (IGAs) List
✓	Summary of Items on District Website (if applicable)
✓	Call Reports for the last 3 Years

e. Approval

The Bensenville Fire Protection District No. 2 Committee on Local Government Efficiency recognizes that on April 16th, 2024, the above final efficiency report was approved and signed.

April 16th, 2024



Jerry Budnik
Chair President



Doug Eltman
Witness

