

FRANKFORT FIRE PROTECTION DISTRICT

FRANKFORT FIRE DEPARTMENT

Minutes of the Special Public Meeting of the Board of Trustees of the Frankfort Fire Protection District, Will County, Illinois, held at Fire Station Number One, 333 W. Nebraska Street, Frankfort, Illinois, in said District at 10:00 A.M., on the 21st day of June 2019.

CALL TO ORDER:

The meeting was called to order and a roll call was taken.

Upon the roll being called, the following Trustees answered present:
William F. Hoffmeister, Robert Jacobs, Michael Kavanagh, Larry Nice and Daniel Rossi.

Chief Bob Wilson, DC Sean Fierce, AC Paul Kinsella, BC Todd Hamm, Kristi Farnum and James Howard were also in attendance.

PLEDGE OF ALLEGIANCE:

All present stood for the Pledge of Allegiance.

PUBLIC COMMENTS:

None.

FINANCE:

1. Budget Overview Presentation by James Howard, Governmental Accounting, Inc.

Chief Wilson stated the Chiefs thought it would be beneficial to have James Howard from Governmental Accounting, Inc. explain the 2019-2020 Budget to the Trustees and answer any questions they may have.

Trustee Jacobs expressed the Board's appreciation to Kristi for her ten (10) years of expertise.

James Howard also "thanked" Kristi and presented the following Budget overview:

- Explained that "CPI" drives the Budget;
- Effect of Property Taxes (caps/Pension funding) and area growth;
- Explained the term "Rescue Fund" – acquired via referendum;
- Future Budget considerations –
 - Fund Balance (year to year expenditure ratio)
 - 5-year Forecast of Sustainable Reserves (short-term financing)
 - Pension Funding (5-year "Phase-In Plan" to 90% of ADC and reviewed District funding over the last four (4) years)
 - Health Insurance (Pool-IPBC/Broker)
 - 2019-2020 Expenditures (breakdown of 86.7 % Personnel/OT costs)
 - Debt Service (Refinance Notes callable in 2023)
 - Capital Expenditures (IT/computers; Radios/communications; Stations; Ambulance; New Ladder Truck)
 - Vehicle Replacement Plan
 - 2019-2020 Budget Revisions
 - Revenue – explained past year's revenues and projections for new budget
 - Operations Expenses – reviewed past year's expenses and effects of proposed control mechanisms

FINANCE: [Continue]

- Strategy – Fund Balance ratio projection over next 5 years
- Changes to Purchasing Policy – approval threshold for purchases and Board approval procedures for pre-approved budgeted item(s).

The Board held open discussions on threshold limits and the information presented on the revenue/expenditure projections.

Chief Wilson explained how and why the proposed tentative Budget was revised.

The Board reviewed and discussed the Budget Request Report.

POSSIBLE CLOSED SESSION PER STATUTE 5ILCS120/2C FOR THE PURPOSE OF DISCUSSING LITIGATION, COLLECTIVE BARGAINING, REAL ESTATE AND PERSONNEL:

None requested.

COMMENTS:

Trustee Nice stated that he feels the Budget process is going good.

Trustee Jacobs noted that the Trustees only need one good computer to print from, but would like the iPads updated and possibly add Chromebook, per DC Fierce's suggestion.

ADJOURNMENT/RECESS:

At 11:45 A.M., a **Motion** was made by Trustee Larry Nice, seconded by Trustee William F. Hoffmeister, that this meeting be adjourned. President Jacobs called for a voice vote. All in favor. Motion carried.

Michelle Selvaggio, Recording Secretary

Secretary, Board of Trustees
Transcription by: Carolyn J. Williams, Administrative Receptionist