



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619
Tuesday, April 13, 2021
6:00 PM

Preliminaries to the Meeting

1. Call to Order
2. Ceremonial Matters
3. Roll Call
4. Establishment of a Quorum
5. Approval of the Meeting's Agenda

Approval of Last Month's Minutes

1. Correction of Minutes
2. Approval of Minutes

Financial Business

1. Financial Statements

Public Comments

1. Any comments must be submitted via email to info@battlefieldfire.com prior to 5pm on the Monday prior to meeting.

Unfinished Business

1. None

New Business

1. General Overview

Closed Session

1. Discussion and possible vote concerning: Legal Matters RSMo 610.021 (1), Discussion and possible vote concerning hiring, firing, and/or promoting of employee(s) per RSMo 610.021, (3), Personnel Records, Performance Ratings, or Records Pertaining to Employees or Applicants for Employment per RSMo 610.021 (13). Closed Session. Closed Vote. Closed Record.

Adjournment

Representatives of the news media may obtain copies of this notice by contacting the Battlefield Fire Protection District.

Posted: 4/10/2021 12:00 AM certified by the undersigned that a true copy of the foregoing agenda was posted at the Battlefield Administration and Training Center in Battlefield, Missouri.

_____ District Secretary



Battlefield Fire Protection District Battlefield Volunteer Fire Department



Minutes Regular Board Meeting

Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

6:00 PM

Date of Meeting:

March 9, 2020

Board Members Present: Chairman Trevor Crist, Darrell Decker, Danny Perches in person and Shana Jahnke and Walt Newman via Zoom were present.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 6:00pm A roll call was taken, and a quorum was established.

Mr. Decker motioned to amend the agenda to allow Tony Reahr to go before other business. Mr. Perches seconded. All voted aye.

Mr. Perches moved to approve February meeting minutes. 2nd by Mr. Decker.
All voted aye.

New Business:

Tony Reahr from John Hancock discussed info on all updates going on with the company. Mr. Reahr also gave us numbers on how active our employees are on their retirement.

Financial Report:

Mr. Decker discussed the February financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$3,168,663.26. Battlefield Fire Protection District total of cash assets \$578,529.01 ICS account holds \$4,477,177.69 and Money Market holds \$59,115.48.

Public Comments:

None

New Business Continued:

Election of Officers:

Mr. Newman motion for Mr. Perches to serve as Vice Chair, second by Ms. Jahnke. Motion carried.

Mr. Perches motion for Mr. Decker to serve as Treasurer, second by Mr. Newman. Motion carried.

Mr. Newman motion for Mr. Crist to serve as Chairman, second by Mr. Decker. Motion carried.

Motion to appoint Caitlyn Williams as Secretary of the Board by Mr. Decker, second by Mr. Perches. Motion carried.

MOFAD Trust:

Chief Moore presented the Board with updated trust documents from MOFAD. Chief Anderson discussed the review from previous agreements. Mr. Decker motion to allow Chief Moore to sign the Trust agreement, second by Mr. Perches.

Apparatus Purchasing:

Chief Reynolds discussed the purchasing of a new apparatus. He presented a comparison the cost of ownership vs the cost of repairs to apparatus we already currently have. GSO 4688 is currently up for sale on GovDeals. We currently have two proposals for the new apparatus. A special board meeting may be needed to secure pricing by the end of the month.

Headquarters Repair:

The roof needs repair. We found a water leak in the training room with mold. We put out a request for bid and have contacted our Property & Casualty insurance provider. A windowpane in the skylight is also in need of repair. If the entire roof needs replaced it will be a prevailing wage job.

General Overview:

Completed second EMT refresher class. Graduation for the academy is set for the 30th of March. Chief Anderson stated that LAGERS is scheduled to do a lunch and learn on the 30th and 31st of March at Headquarters. We have had 0 claims with work comp so far. Chief Moore was appointed Chairman of the 911 Advisor Board. ISO is going very well.

Closed session

Motion by Mr. Decker to go into closed session. Second by Ms. Jahnke. All voted aye. Meeting closed at 7:32 pm.

Out of open session at 7:32 pm.

Closed session was opened by Mr. Decker. Second by Mr. Perches. Roll Call vote was taken. Members present Trevor Crist, Danny Perches, Darrell Decker, Shana Jahnke, Walt Newman, Chief Moore, Caitlyn Williams, Shane Anderson, Dennis Reynolds, Steven Burr and Stormy Davis.

No items were voted on in closed session. Was used for informational purposes only.

Motion to close, closed session by Mr. Perches. Seconded by Mr. Newman. All voted aye.

Motion to go into open meeting by Mr. Perches. Seconded by Mr. Newman Roll call was taken. All board members were present. The meeting opened at 8:37 pm

Mr. Crist advised closed session was for informational purposes only. No votes were taken.

Adjournment:

Mr. Newman moved to adjourn at 8:38 pm.

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Danny Perches

Shana Jahnke



Battlefield Fire Protection District Battlefield Volunteer Fire Department



Minutes Special Board Meeting

Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

1:00 PM

Date of Meeting:

March 29, 2020

Board Members Present: Chairman Trevor Crist, Darrell Decker, Danny Perches in person and Shana Jahnke and Walt Newman via Zoom were present.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by Chairman Trevor Crist at 1:00pm A roll call was taken, and a quorum was established.

Mr. Newman moved to approve agenda as presented. Mr. Decker seconded. All voted aye.

Public Comments: None

New Business:

Apparatus Purchasing:

Mr. Decker discussed the funding received at the end of 2020 and the beginning of 2021 through personal property and real property from Greene County. This included discussion of assessment of taxes by the Greene County Collector's Office. Mr. Decker advised the District has received approximately \$500,000 of 2020 revenue in 2021. This placed the organizations budget at over 90% of expected revenue with an anticipation to receive \$500,000 over budget because of this delay in receipts from 2020.

Chief Reynolds states the amount of the contract for the purchase of one pumper is \$667,000.00 from Jon's Mid America Fire Apparatus. A discount of \$2,712.00 for each \$100,00 of a down payment was offered in the bid.

Discussion took place regarding purchase of one or two pumpers. The decision to purchase two delivers one truck in the year 2022 and one in the year 2023. The total cost would be \$1,315,666.88 for the purchase of two. The deadline for the decision is March 30th, 2021.

Mr. Decker suggested the board consider paying 50% down. Further recommendation to utilize \$250,000 from the Equipment Reserve line and the \$500,000 received from 2020 taxation to secure a 50% down payment. Chief Moore would need to confirm with the Auditor on the appropriate steps to move these funds to the operating line item for “Truck Lease”.

Chief Reynolds stated down payment is due at the end of the pre-construction meeting for the first pumper. The final payment is due 90 days after the truck is delivered to the dealer. Chief Reynolds suggested doing a performance bond and will research options during contract negotiations.

Mr. Decker motioned to allow staff to enter into a contract with Jon’s Mid America Fire Apparatus for the purchase of two (2) pumpers. The contract is contingent upon working through details of a performance bond and payment options. Motion 2nd by Mr. Newman. Motion carried.

Adjournment:

Mr. Newman moved to adjourn at 1:56 pm.

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Danny Perches

Shana Jahnke

Battlefield Volunteer Fire Department
Statement of Net Activities
March 2021

	<u>Mar 21</u>
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.08
Total Revenue	<u>2.08</u>
Net Ordinary Revenue	<u>2.08</u>
Net Revenue	<u><u>2.08</u></u>

2:56 PM
04/06/21
Cash Basis

Battlefield Volunteer Fire Department

Statement of Net Assets

As of March 31, 2021
Mar 31, 21

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,464.04

Total Checking/Savings 5,464.04

Total Current Assets 5,464.04

TOTAL ASSETS 5,464.04

LIABILITIES & Revenue

Revenue

1110 · Retained Earnings 5,457.99

Net Revenue 6.05

Total Revenue 5,464.04

TOTAL LIABILITIES & Revenue 5,464.04

Battlefield Fire Protection District
Statement of Activities
March 2021

11:19 AM
04/07/2021
Cash Basis

	Mar 21	Jan - Mar 21
Revenue		
4000 · Revenue		
4005 · Tax Revenue	135,656.89	3,434,351.26
4010 · Tax Interest Revenue	1,012.63	3,549.86
4020 · Rental Revenue	0.00	0.00
4050 · Miscellaneous Revenue	318.76	19,585.63
4060 · Interest Revenue	2,937.11	7,745.38
4085 · Course Tuition (EMT)	1,800.00	15,600.00
Total 4000 · Revenue	141,725.39	3,480,832.13
Total Revenue	141,725.39	3,480,832.13
Gross Profit	141,725.39	3,480,832.13
Expense		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	416.07	416.07
5020 · Building Lease	0.00	13,325.00
5022 · Aerial Apparatus Lease	0.00	235,796.73
5040 · Firefighting/EMS	68.07	292.11
Total 5000 · Capital Expense	484.14	249,829.91
6000 · Communications		
6003 · MDT/Cell Phones	1,099.04	2,926.72
Total 6000 · Communications	1,099.04	2,926.72
6100 · Insurance		
6110 · Workman's Compensation	0.00	271,303.00
6115 · Commercial & Property	18,920.00	18,920.00
6120 · Medical, Dental, Vision	20,656.00	64,841.19
6125 · FFAM Dues	0.00	5,040.00
Total 6100 · Insurance	39,576.00	360,104.19
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	2,962.15	8,700.74
6210 · Apparatus Repair	5,297.25	8,644.54
6215 · Stations & Buildings	849.74	5,309.75
6225 · Equipment Maintenance	0.00	300.04
6235 · Headquarters Maintenance	1,209.00	3,627.00
6255 · Maintenance Shop Equipment	0.00	10.99
6280 · SCBA Flow Testing	120.50	120.50
Total 6200 · Maintenance & Repairs	10,438.64	26,713.56
6300 · Office/Stations		
6305 · Software Expense	605.00	3,586.98
6315 · Accounting Fees	710.00	2,864.30
6330 · Subscriptions/Memberships	560.00	1,716.35
6335 · Advertising/Printing/Postings	35.70	105.00

	Mar 21	Jan - Mar 21
Total 6300 · Office/Stations	1,910.70	8,272.63
6400 · Training		
6405 · EMT Course Expense	0.00	8,733.10
6410 · Training Classes	1,162.81	2,692.07
6415 · Equipment	593.88	648.73
6425 · Training Books	0.00	499.20
Total 6400 · Training	1,756.69	12,573.10
6500 · Legal		
6525 · Cafeteria Plan	99.24	1,000.58
6530 · Elections	0.00	205.00
6535 · Attorney Fees	94.00	94.00
Total 6500 · Legal	193.24	1,299.58
6600 · Salaries		
6605 · District Personnel	147,601.06	451,996.08
6610 · Board of Directors		
6612 · Chaplain Expense	0.00	132.71
6610 · Board of Directors - Other	1,266.66	2,533.32
Total 6610 · Board of Directors	1,266.66	2,666.03
6620 · Employer Payroll Taxes	2,103.84	6,322.49
6625 · Lagers	15,299.66	59,309.54
6635 · Uniforms	1,117.39	3,576.54
6640 · 457 Plan Employer Match	3,226.37	3,343.42
6655 · Expense Account	0.00	43.37
6665 · Special Overtime	2,537.71	5,103.11
6668 · Union Dues Expense	0.00	61.86
6675 · Background Check	0.00	215.64
Total 6600 · Salaries	173,152.69	532,638.08
6700 · Medical		
6710 · Employee Physicals/POET	0.00	3,525.52
Total 6700 · Medical	0.00	3,525.52
6750 · Utilities		
6755 · Water	88.55	271.35
6760 · Sanitation	584.49	693.13
6765 · Sewer	370.54	552.17
6770 · Electric/Gas	3,830.22	9,977.91
6775 · Internet/Phones/Cable	1,577.96	4,017.91
Total 6750 · Utilities	6,451.76	15,512.47
6800 · Supplies		
6810 · Public Relations/Outreach	925.75	4,016.63
6815 · Logo Imprinted Supplies	517.00	1,038.00
6820 · Fire & EMS Expendables	13.37	653.16
6825 · Office Supplies	772.51	1,307.24
6830 · Janitorial Supplies	147.17	746.75
6835 · Stations/Buildings Supplies	84.98	124.42

	Mar 21	Jan - Mar 21
Total 6800 · Supplies	2,460.78	7,886.20
6850 · Property Improvements		
6860 · Stations/Buildings	0.00	1,139.81
Total 6850 · Property Improvements	0.00	1,139.81
Total Expense	237,523.68	1,222,421.77
Net Revenue	-95,798.29	2,258,410.36

Battlefield Fire Protection District
Statement of Net Assets
As of March 31, 2021

11:19 AM

04/07/2021

Cash Basis

Mar 31, 21

ASSETS

Current Assets

Checking/Savings

1000 · OakStar - ICS	4,360,866.74
1005 · OakStar - Money Market	59,153.13
1025 · Oakstar - Operating	113,377.10
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,460,664.27

Total Checking/Savings	3,072,864.36
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Total Current Assets	3,072,864.36
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Fixed Assets

1504 · Fire Fighting Equipment	219.80
1505 · Office Equipment	1,592.31

Total Fixed Assets	1,812.11
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TOTAL ASSETS	<u>3,074,676.47</u>
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LIABILITIES & Revenue

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-700,000.00
3120 · Restricted Fund-Emergency Equip	-268,140.27
3140 · Restricted Fund - Bldg Reserve	-492,524.00
3200 · Fund Balances	2,487,239.86

Total 3200 · Unrestricted Fund Balances	1,026,575.59
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32000 · Retained Earnings	-210,309.48
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Net Revenue	2,258,410.36
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Total Revenue	3,074,676.47
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TOTAL LIABILITIES & Revenue	<u>3,074,676.47</u>
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Battlefield Fire Protection District
Statement of Cash Flows
March 2021

11:18 AM

Cash Basis

	Mar 21	Feb 21	% Change
Revenue			
4000 · Revenue			
4005 · Tax Revenue	135,656.89	316,757.39	-57.17%
4010 · Tax Interest Revenue	1,012.63	831.22	21.83%
4020 · Rental Revenue	0.00	0.00	0.0%
4050 · Miscellaneous Revenue	318.76	14,856.87	-97.85%
4060 · Interest Revenue	2,937.11	2,727.84	7.67%
4085 · Course Tuition (EMT)	1,800.00	2,700.00	-33.33%
Total 4000 · Revenue	141,725.39	337,873.32	-58.05%
Total Revenue	141,725.39	337,873.32	-58.05%
Gross Profit	141,725.39	337,873.32	-58.05%
Expense			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	416.07	0.00	100.0%
5020 · Building Lease	0.00	13,325.00	-100.0%
5040 · Firefighting/EMS	68.07	29.00	134.72%
Total 5000 · Capital Expense	484.14	13,354.00	-96.38%
6000 · Communications			
6003 · MDT/Cell Phones	1,099.04	1,003.65	9.5%
Total 6000 · Communications	1,099.04	1,003.65	9.5%
6100 · Insurance			
6115 · Commercial & Property	18,920.00	0.00	100.0%
6120 · Medical, Dental, Vision	20,656.00	22,615.11	-8.66%
6125 · FFAM Dues	0.00	5,040.00	-100.0%
Total 6100 · Insurance	39,576.00	27,655.11	43.11%
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	2,962.15	2,399.41	23.45%
6210 · Apparatus Repair	5,297.25	2,773.74	90.98%
6215 · Stations & Buildings	849.74	3,470.68	-75.52%
6225 · Equipment Maintenance	0.00	195.04	-100.0%
6235 · Headquarters Maintenance	1,209.00	1,209.00	0.0%
6255 · Maintenance Shop Equipment	0.00	10.99	-100.0%
6280 · SCBA Flow Testing	120.50	0.00	100.0%
Total 6200 · Maintenance & Repairs	10,438.64	10,058.86	3.78%
6300 · Office/Stations			
6305 · Software Expense	605.00	2,376.98	-74.55%
6315 · Accounting Fees	710.00	710.00	0.0%
6330 · Subscriptions/Memberships	560.00	825.00	-32.12%
6335 · Advertising/Printing/Postings	35.70	0.00	100.0%
Total 6300 · Office/Stations	1,910.70	3,911.98	-51.16%
6400 · Training			

	Mar 21	Feb 21	% Change
6405 · EMT Course Expense	0.00	4,733.10	-100.0%
6410 · Training Classes	1,162.81	183.00	535.42%
6415 · Equipment	593.88	54.85	982.74%
Total 6400 · Training	1,756.69	4,970.95	-64.66%
6500 · Legal			
6525 · Cafeteria Plan	99.24	-72.66	236.58%
6530 · Elections	0.00	205.00	-100.0%
6535 · Attorney Fees	94.00	0.00	100.0%
Total 6500 · Legal	193.24	132.34	46.02%
6600 · Salaries			
6605 · District Personnel	147,601.06	148,621.40	-0.69%
6610 · Board of Directors			
6612 · Chaplain Expense	0.00	66.38	-100.0%
6610 · Board of Directors - Other	1,266.66	633.33	100.0%
Total 6610 · Board of Directors	1,266.66	699.71	81.03%
6620 · Employer Payroll Taxes	2,103.84	2,063.84	1.94%
6625 · Lagers	15,299.66	16,948.07	-9.73%
6635 · Uniforms	1,117.39	1,929.36	-42.09%
6640 · 457 Plan Employer Match	3,226.37	124.21	2,497.51%
6655 · Expense Account	0.00	43.37	-100.0%
6665 · Special Overtime	2,537.71	85.84	2,856.33%
6668 · Union Dues Expense	0.00	30.93	-100.0%
Total 6600 · Salaries	173,152.69	170,546.73	1.53%
6700 · Medical			
6710 · Employee Physicals/POET	0.00	533.68	-100.0%
Total 6700 · Medical	0.00	533.68	-100.0%
6750 · Utilities			
6755 · Water	88.55	93.65	-5.45%
6760 · Sanitation	584.49	0.00	100.0%
6765 · Sewer	370.54	0.00	100.0%
6770 · Electric/Gas	3,830.22	3,103.88	23.4%
6775 · Internet/Phones/Cable	1,577.96	1,085.93	45.31%
Total 6750 · Utilities	6,451.76	4,283.46	50.62%
6800 · Supplies			
6810 · Public Relations/Outreach	925.75	3,090.88	-70.05%
6815 · Logo Imprinted Supplies	517.00	521.00	-0.77%
6820 · Fire & EMS Expendables	13.37	119.58	-88.82%
6825 · Office Supplies	772.51	296.34	160.68%
6830 · Janitorial Supplies	147.17	471.88	-68.81%
6835 · Stations/Buildings Supplies	84.98	39.44	115.47%
Total 6800 · Supplies	2,460.78	4,539.12	-45.79%
Total Expense	237,523.68	240,989.88	-1.44%
Net Revenue	-95,798.29	96,883.44	-198.88%

Battlefield Fire Protection District

Profit & Loss Budget Performance

Mar 2021

	Annual Budget	Mar 21	% Received	Jan-Mar YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue							
4000 · Revenue							
4005 · Tax Revenue	3,531,703.00	135,656.89	3.84%	3,434,351.26	97.24%	97,351.74	0.00
4010 · Tax Revenue Interest	10,000.00	1,012.63	10.13%	3,549.86	35.50%	6,450.14	0.00
4050 · Miscellaneous Revenue	0.00	318.76	0.00%	19,585.63	0.00%	0.00	19,585.63
4060 · Interest Revenue	30,000.00	2,937.11	9.79%	7,745.38	25.82%	22,254.62	0.00
4085 · Course Tuition (EMT)	25,000.00	1,800.00	7.20%	15,600.00	62.40%	9,400.00	0.00
Total 4000 · Revenue	3,596,703.00	141,725.39	3.94%	3,480,832.13	96.78%	135,456.50	19,585.63
Expense							
	Annual Budget	Mar 21	% Budget Used in Mar	Jan-Mar YTD	% Budget Used YTD	Balance Available	Date Negative
5000 · Capital Expense							
5015 · Uniforms/PPE/Bunker Gear	30,000.00	416.07	1.39%	416.07	1.39%	29,583.93	
5020 · Building Lease	106,525.00	0.00	0.00%	13,325.00	12.51%	93,200.00	
5022 · Aerial Apparatus Lease	0.00	0.00	0.00%	235,796.73	0.00%	-235,796.73	2/9/2021
5030 · Information Technology	18,000.00	0.00	0.00%	0.00	0.00%	18,000.00	
5035 · Communications	10,000.00	0.00	0.00%	0.00	0.00%	10,000.00	
5040 · Firefighting/EMS	43,000.00	68.07	0.16%	292.11	0.68%	42,707.89	
5052 · Fitness Equipment	3,000.00	0.00	0.00%	0.00	0.00%	3,000.00	
Total 5000 · Capital Expense	210,525.00	484.14	0.23%	249,829.91	118.67%	0.00	
6000 · Communications							
6003 · MDT/Cell Phones	12,000.00	1,099.04	9.16%	2,926.72	24.39%	9,073.28	
Total 6000 · Communications	12,000.00	1,099.04	9.16%	2,926.72	24.39%	9,073.28	
6100 · Insurance							
6110 · Workman's Compensation	290,083.54	0.00	0.00%	271,303.00	93.53%	18,780.54	
6115 · Commercial & Property	75,748.00	18,920.00	24.98%	18,920.00	24.98%	56,828.00	
6120 · Medical, Dental, Vision	246,987.00	20,656.00	8.36%	64,841.19	26.25%	182,145.81	
6125 · FFAM Dues	3,200.00	0.00	0.00%	5,040.00	157.50%	0.00	
Total 6100 · Insurance	616,018.54	39,576.00	6.42%	360,104.19	58.46%	255,914.35	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2021

	Annual Budget	Mar 21	% Received	Jan-Mar YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6200 · Maintenance & Repairs							
6205 · Gas/Diesel	40,000.00	2,962.15	7.41%	8,700.74	21.75%	31,299.26	
6210 · Apparatus Repair	45,000.00	5,297.25	11.77%	8,644.54	19.21%	36,355.46	
6215 · Stations & Buildings	27,000.00	849.74	3.15%	5,309.75	19.67%	21,690.25	
6220 · Lawn Maintenance	11,500.00	0.00	0.00%	0.00	0.00%	11,500.00	
6225 · Equipment Maintenance	10,000.00	0.00	0.00%	300.04	3.00%	9,699.96	
6235 · Headquarters Maintenance	15,000.00	1,209.00	8.06%	3,627.00	24.18%	11,373.00	
6250 · Ground/Aerial Ladder Testing	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6255 · Maintenance Shop Equipment	1,500.00	0.00	0.00%	10.99	0.73%	1,489.01	
6275 · Office Equipment	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6280 · SCBA Flow Testing	2,500.00	120.50	4.82%	120.50	4.82%	2,379.50	
Total 6200 · Maintenance & Repairs	156,500.00	10,438.64	6.67%	26,713.56	17.07%	129,786.44	
6300 · Office/Stations							
6305 · Software Expense	23,300.00	605.00	2.60%	3,586.98	15.39%	19,713.02	
6315 · Accounting Fees	9,400.00	710.00	7.55%	2,864.30	30.47%	6,535.70	
6325 · Postage/Shipping	700.00	0.00	0.00%	0.00	0.00%	700.00	
6330 · Subscriptions/Memberships	9,500.00	560.00	5.89%	1,716.35	18.07%	7,783.65	
6335 · Advertising/Printing/Postings	1,000.00	35.70	3.57%	105.00	10.50%	895.00	
Total 6300 · Office/Stations	43,900.00	1,910.70	4.35%	8,272.63	18.84%	35,627.37	
6400 · Training							
	Annual Budget	Mar 21	% Budget Used in Mar	Jan-Mar YTD	% Budget Used YTD	Balance Available	
6405 · EMT Course Expense	2,000.00	0.00	0.00%	8,733.10	436.66%	2,000.00	
6410 · Training Classes	30,200.00	1,162.81	3.85%	2,692.07	8.91%	27,507.93	
6415 · Equipment	4,200.00	593.88	14.14%	648.73	15.45%	3,551.27	
6425 · Training Books	5,000.00	0.00	0.00%	499.20	9.98%	4,500.80	
Total 6400 · Training	41,400.00	1,756.69	4.24%	12,573.10	30.37%	28,826.90	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2021

	Annual Budget	Mar 21	% Received	Jan-Mar YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6500 · Legal							
6510 · Audit Fees	5,700.00	0.00	0.00%	0.00	0.00%	5,700.00	
6525 · Cafeteria Account	1,500.00	99.24	6.62%	1,000.58	66.71%	499.42	
6530 · Elections	15,000.00	0.00	0.00%	205.00	1.37%	14,795.00	
6535 · Attorney Fees	5,000.00	94.00	1.88%	94.00	1.88%	4,906.00	
Total 6500 · Legal	27,200.00	193.24	0.71%	1,299.58	4.78%	25,900.42	
6600 · Salaries							
6605 · District Personnel	1,949,624.00	147,601.06	7.57%	451,996.08	23.18%	1,497,627.92	
6610 · Board of Directors							
6612 · Chaplain Expense	2,000.00	0.00	0.00%	132.71	6.64%	1,867.29	
6610 · Board of Directors - Other	9,400.00	1,266.66	13.48%	2,533.32	26.95%	6,866.68	
Total 6610 · Board of Directors	11,400.00	1,266.66	11.11%	2,666.03	23.39%	8,733.97	
6620 · Employer Payroll Taxes	36,823.00	2,103.84	5.71%	6,322.49	17.17%	30,500.51	
6625 · Lagers	223,673.00	15,299.66	6.84%	59,309.54	26.52%	164,363.46	
6635 · Uniforms	15,000.00	1,117.39	7.45%	3,576.54	23.84%	11,423.46	
6640 · 457 Plan Employer Match	0.00	3,226.37	0.00%	3,343.42	0.00%	0.00	
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00	0.00%	500.00	
6655 · Expense Account	2,000.00	0.00	0.00%	43.37	2.17%	1,956.63	
6665 · Special Overtime	40,000.00	2,537.71	6.34%	5,103.11	12.76%	34,896.89	
6668 · Union Dues Expense	0.00	0.00	0.00%	61.86	0.00%	0.00	
6675 · Background Check	2,000.00	0.00	0.00%	215.64	10.78%	1,784.36	
Total 6600 · Salaries	2,281,020.00	173,152.69	7.59%	532,638.08	23.35%	1,748,381.92	
			%Budget		%Budget Used	Balance	
6700 · Medical	Annual Budget	Mar 21	Used in Mar	Jan-Mar YTD	YTD	Available	
6710 · Employee Physicals/POET	27,500.00	0.00	0.00%	3,525.52	12.82%	23,974.48	
Total 6700 · Medical	27,500.00	0.00	0.00%	3,525.52	12.82%	23,974.48	

Battlefield Fire Protection District
Profit & Loss Budget Performance
Mar 2021

	Annual Budget	Mar 21	% Received	Jan-Mar YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6750 · Utilities							
6755 · Water	3,000.00	88.55	2.95%	271.35	9.05%	2,728.65	
6760 · Sanitation	2,500.00	584.49	23.38%	693.13	27.73%	1,806.87	
6765 · Sewer	3,000.00	370.54	12.35%	552.17	18.41%	2,447.83	
6770 · Electric/Gas	36,000.00	3,830.22	10.64%	9,977.91	27.72%	26,022.09	
6775 · Internet/Phones/Cable	13,400.00	1,577.96	11.78%	4,017.91	29.98%	9,382.09	
Total 6750 · Utilities	57,900.00	6,451.76	11.14%	15,512.47	26.79%	42,387.53	
6800 · Supplies							
6810 · Public Relations/Outreach	13,250.00	925.75	6.99%	4,016.63	30.31%	9,233.37	
6815 · Logo Imprinted Supplies	2,000.00	517.00	25.85%	1,038.00	51.90%	962.00	
6820 · Fire & EMS Expendables	4,000.00	13.37	0.33%	653.16	16.33%	3,346.84	
6825 · Office Supplies	4,000.00	772.51	19.31%	1,307.24	32.68%	2,692.76	
6830 · Janitorial Supplies	4,000.00	147.17	3.68%	746.75	18.67%	3,253.25	
6835 · Stations/Buildings Supplies	2,500.00	84.98	3.40%	124.42	4.98%	2,375.58	
Total 6800 · Supplies	29,750.00	2,460.78	8.27%	7,886.20	26.51%	21,863.80	
6850 · Property Improvements							
6860 · Stations/Buildings	10,000.00	0.00	0.00%	1,139.81	11.40%	8,860.19	
Total 6850 · Property Improvements	10,000.00	0.00	0.00%	1,139.81	11.40%	8,860.19	
Total Expense	3,513,713.54	237,523.68	6.76%	1,222,421.77	34.79%	2,295,864.31	
Net Revenue	82,989.46	-95,798.29	-115.43%	2,258,410.36	2721.32%	-2,160,407.81	
Total Budget Amount						2,295,864.31	
Restricted Funds							
Operating Reserve						700,000.00	
Emergency Equipment Reserve						268,140.27	
Building Reserve						492,524.00	
Total Contingency Fund						1,460,664.27	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
237,523.68	1,222,421.77

Battlefield Fire Protection District
Transaction Detail By Account
 January through March 2021

11:23 AM

04/07/2021

Cash Basis

	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>	<u>Balance</u>
4000 · Revenue				
4050 · Miscellaneous Revenue				
	Dr. Libby Bennett	donation	100.00	100.00
	MISSOURI ASSOC. OF FIRE CHIEFS	conference refund	2,310.00	2,410.00
	Ozarks Technical Community College	fall 20 testing evaluators	2,000.00	4,410.00
	Marlene Feisthamel	donation	50.00	4,460.00
	CITY OF SPRINGFIELD	Annexations for 2019	12,351.04	16,811.04
	Greene County Treasurer	Deposit	31.53	16,842.57
	Highlandville Rural Fire	Deposit	1,400.00	18,242.57
	LOWE'S BUSINESS ACCT.	refund from Lowe's	1,024.30	19,266.87
	GRAINGER, INC.	Deposit	288.76	19,555.63
		incident reports	10.00	19,565.63
	LexisNexis	same	10.00	19,575.63
	LexisNexis	same	10.00	19,585.63
			<u>19,585.63</u>	<u>19,585.63</u>
Total 4050 · Miscellaneous Revenue			<u>19,585.63</u>	<u>19,585.63</u>
Total 4000 · Revenue			<u>19,585.63</u>	<u>19,585.63</u>
TOTAL			<u>19,585.63</u>	<u>19,585.63</u>



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

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PHONE: (417) 881-9018



ADMINISTRATIVE BOARD REPORT

March/April 2021

Administration – Chief Moore

- The temporary procedure addressing COVID-19 exposures continues.
- We released an RFP for Insurance Brokerage Services. This process will last through June.
- We had some major Mediacom and IT issues over the past month. We are doing our best to stay on top of these and working with our vendors.
- Attended City Council and met the new City Administrator, Tommy VanHorn.
- I have stepped down as the Team Lead for the Southwest Missouri IST. I will be retaining the CFO portion and the logistics will stay with Battlefield.
- We are awaiting official notice from ISO for our re-evaluation.
- We attend ceremony for two Greene County Deputies which removed occupants from a fire in Brookline, which our crews were at. It was well attended.

Operations – Deputy Chief Reynolds

- Total calls for March = 352
 - 7 Building fires
 - March 2020 = 226
 - Total Calls YTD = 1074
- Average Response Time for March = 5.72 minutes
 - Average Response Time YTD = 5.62 minutes
 - Target time is 7.00 minutes
- Turnout time for March = 1:19
 - Turnout time YTD = 1:18
 - Target time is 1:30
- 10678 (Ladder 3) is in for warranty work.
- Vending machines have been sold (all but one). You should see the income from those online auctions reflected on the bank statements.
- We have not sold the reserve pumper, 4688. We will be holding off on this sale until we get further along in the build process with the new pumper.
- E-One has been contacted and PO has been sent. We are awaiting bond paperwork and preconstruction.
- Working with dispatch, EMS, and other fire agencies to mitigate our current and anticipated increase in calls.
- Conducting a hiring process and have numerous applicants. We have had two resignations in March.
- Roof bids are in and being evaluated. Insurance company has been by for their second inspection. Hope to have a direction and bid by the board meeting. There are not any mold concerns per the tests that were conducted.
- Crews have worked several water rescues and recoveries.



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Support Services – Division Chief Anderson **Community Risk Reduction Activities (as of 3-5-21)**

- Fire Prevention and Safety Message Hits on Social Media:
 - Messages included severe storm warnings, burn warnings, smoke alarm installation, CPR success story, and kitchen safety for seniors.
 - Facebook = 5,462 people reached from 13 posts
- Public Relations (PubEd) Hits on Social Media:
 - Messages included recruitment, acknowledgement of personnel, and a request for proposal.
 - Facebook = 4,274 people reached from 4 posts
- Total People Reached for PubEd and PR (Fire Prevention, Social Media, PR) = 9,736.
- Smoke Alarm Calls:
 - Smoke Alarm Installations = 1
 - Battery Changes = 0
- Crews attended two public relations events for the pre-school at James River Church-West.
- Attended an online meeting with the NFPA for Phase 2 of the MySidewalk program.
- Proctored a Missouri Division of Fire Safety certification exam at the headquarters amphitheater.
- Assisted the Springfield Fire Department with state fire inspector certification testing.
- Attended a meeting with the Springfield Fire Department to review fire safety school curriculum for Fall 2021.
- Assisted the fire academy with state testing and the mock 24-hour shift.
- Assisted the City of Battlefield with fire code compliance questions for the new Wire Road Brewery.
- Began evaluating wildland/urban interface issues between Greene County properties and various subdivisions within the District.

Workers Compensation and Safety

- The District had one work comp claim for this period.
 - Current incurred losses for the year are estimated at \$6,050
- The first meeting of the District's new safety committee was held on March 29th.
 - Discussed safety program philosophy and management.
 - Reviewed the committee's training topics for the year.
 - Members were assigned to complete a cancer prevention survey for the District.
- Participated in two MOFAD web meetings to discuss safety program progress.
- The District hosted representatives from LAGERS and Edward Jones over two days to provide employees with information on the District's retirement programs and options.



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Training – Division Chief Burr

- Training hours for March: 1,422 hours
 - YTD = 3,286 hours
 - YTD 2020 = 4,390
- The Division of Fire Safety continues to use our facility for state testing.
- The EMT class continues to do well.
- The regional fire academy has wrapped up. I spent the final two weeks instructing their live burns and assisted as a Safety Officer. All the recruits did well.
 - I also coordinated and led them through their 24-hour academy shift. Several of our staff helped during the shift. This continues to provide a great training opportunity for the recruits.
 - All three of the Battlefield recruits have successfully completed the academy and are now assigned to shift.
- As we conducted the training review for ISO, we discovered a glitch in how data was entered (and extracted) from our report system. I spent several days working through this with our representative from Fire Programs. We have adjusted our data entry process to make this easier next time.
- I am getting married on Friday and will be on my honeymoon next week. I will not be at the board meeting.