



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619
Tuesday, June 08, 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. 2020 Audit
2. Board of Directors Bylaws Update

New Business

1. Managed IT Contract
2. 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: 6/4/2021 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:

May 11, 2020

Board Members Present: Chairman Trevor Crist, Darrell Decker, Walt Newman, Danny Perches in person. Shana Jahnke was not 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 moved to approve Regular Meetings Agenda with having the presentation of the Audit moved ahead of financial statements. 2nd by Mr. Newman. Motion carried.

Mr. Newman moved to approve April Regular Meeting minutes. 2nd by Mr. Decker. Motion carried.

New Business:

2020 Audit

Marshall Decker from the Audit firm Decker and DeGood appeared and spoke about the Audit for 2020. The audit was "clean", and Marshall advised he already sent a copy to the State of Missouri as required by R.S.M.O. A copy of the audit will be submitted to Cedar Rapids bank as required for the Station 3 lease.

Mr. Decker motioned to accept receipt the 2020 Audit from Decker and DeGood. 2nd by Mr. Perches. Motion carried.

Financial Report:

Mr. Decker discussed the March financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,466.06. ICS account holds \$4,201,476.17 and Money Market holds \$59,189.60.

Mr. Decker motioned to approve financials. 2nd by Mr. Newman. Motion carried.

Public Comments:

None

Unfinished Business:

The roof at the Administration office needs extensive repairs. After reviewing all bids, staff recommended using HGR Roofing. Mr. Newman motioned to authorize HGR Roofing to do the repairs in the amount of 31,400.00. 2nd by Perches. Motion carried.

New Business continued:**Budget Amendment**

Chief Moore requested to add line item 5055 into the 2021 budget to cover the purchase of the pumpers. Funds will be allocated from reserve to cover this expense. Mr. Decker motioned to approve amendment to the 2021 budget 2nd by Mr. Perches. Motion carried.

Insurance Brokerage

We received 3 sealed bids for the Insurance Brokerage RFP 2021-INS which were opened during this meeting. The 3 sealed bids were from:

Nixon & Lindstrom

HM Risk

Ollis Akers Arney

Staff will be reviewing the proposals and selecting a firm in June.

Firefighter hiring List

Staff provided a list of candidates for Firefighter. Mr. Decker motioned to approve hiring list. 2nd by Mr. Newman. Motion carried.

Board of Directors' Bylaws

Chief Moore provided the Board with suggestions for Bylaw updates. The Board review at the June Board Meeting.

General Overview:

Chief Anderson has been selected as a Committee Member for NFPA 1041 Fire and Emergency Services Instructor Professional Qualifications.

Chief Anderson nominated Dan Burns for the LAGERS Local Government Hero Award.

Closed session:

There was no closed session

Adjournment:

Mr. Newman moved to adjourn at 7:56 pm.

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Danny Perches

1:02 PM
06/03/21
Cash Basis

Battlefield Volunteer Fire Department

Statement of Net Assets

As of May 31, 2021
May 31, 21

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,468.15

Total Checking/Savings 5,468.15

Total Current Assets 5,468.15

TOTAL ASSETS 5,468.15

LIABILITIES & Revenue

Revenue

1110 · Retained Earnings 5,457.99

Net Revenue 10.16

Total Revenue 5,468.15

TOTAL LIABILITIES & Revenue 5,468.15

Battlefield Volunteer Fire Department
Statement of Net Activities

May 2021

	<u>May 21</u>
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.09
Total Revenue	<u>2.09</u>
Net Ordinary Revenue	<u>2.09</u>
Net Revenue	<u><u>2.09</u></u>

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

12:58 PM

06/03/2021

Cash Basis

May 31, 21

ASSETS

Current Assets

Checking/Savings

1000 · OakStar - ICS	4,044,353.47
1005 · OakStar - Money Market	59,227.30
1025 · Oakstar - Operating	109,639.97
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,892,524.00

Total Checking/Savings	2,320,828.40
-------------------------------	---------------------

Total Current Assets	2,320,828.40
-----------------------------	---------------------

Fixed Assets

1505 · Office Equipment	522.84
-------------------------	--------

Total Fixed Assets	522.84
---------------------------	---------------

TOTAL ASSETS	2,321,351.24
---------------------	---------------------

LIABILITIES & Revenue

Revenue

3200 · Fund Balances

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

Total 3200 · Unrestricted Fund Balances	594,715.86
--	-------------------

32000 · Retained Earnings	-211,775.85
---------------------------	-------------

Net Revenue	1,938,411.23
--------------------	---------------------

Total Revenue	2,321,351.24
----------------------	---------------------

TOTAL LIABILITIES & Revenue	2,321,351.24
--	---------------------

Battlefield Fire Protection District
Statement of Activities
May 2021

12:57 PM
06/03/2021
Cash Basis

	May 21	Jan - May 21
Revenue		
4000 · Revenue		
4005 · Tax Revenue	32,497.77	3,516,007.13
4010 · Tax Interest Revenue	3,942.92	10,909.95
4020 · Rental Revenue	0.00	0.00
4050 · Miscellaneous Revenue	1,950.00	22,500.63
4060 · Interest Revenue	2,725.48	13,218.60
4085 · Course Tuition (EMT)	0.00	15,600.00
Total 4000 · Revenue	41,116.17	3,578,236.31
Total Revenue	41,116.17	3,578,236.31
Gross Profit	41,116.17	3,578,236.31
Expense		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	0.00	416.07
5020 · Building Lease	0.00	13,325.00
5022 · Aerial Apparatus Lease	0.00	235,796.73
5030 · Information Technology	47.92	47.92
5035 · Communications	1,804.85	2,239.05
5040 · Firefighting/EMS	269.95	922.01
5052 · Fitness Equipment	0.00	692.18
Total 5000 · Capital Expense	2,122.72	253,438.96
6000 · Communications		
6003 · MDT/Cell Phones	1,011.20	4,923.52
Total 6000 · Communications	1,011.20	4,923.52
6100 · Insurance		
6110 · Workman's Compensation	10,817.00	282,120.00
6115 · Commercial & Property	0.00	18,920.00
6120 · Medical, Dental, Vision	21,595.08	109,881.61
6125 · FFAM Dues	0.00	5,040.00
Total 6100 · Insurance	32,412.08	415,961.61
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	3,456.90	16,356.55
6210 · Apparatus Repair	1,126.08	11,518.50
6215 · Stations & Buildings	2,834.35	9,886.39
6225 · Equipment Maintenance	391.13	1,348.36
6235 · Headquarters Maintenance	1,209.00	6,045.00
6255 · Maintenance Shop Equipment	80.64	91.63
6280 · SCBA Flow Testing	310.50	431.00
Total 6200 · Maintenance & Repairs	9,408.60	45,677.43
6300 · Office/Stations		
6305 · Software Expense	605.00	4,796.98

	May 21	Jan - May 21
6315 · Accounting Fees	710.00	4,354.80
6325 · Postage/Shipping	0.00	93.68
6330 · Subscriptions/Memberships	30.00	2,081.73
6335 · Advertising/Printing/Postings	0.00	105.00
Total 6300 · Office/Stations	1,345.00	11,432.19
6400 · Training		
6405 · EMT Course Expense	4,000.00	12,733.10
6410 · Training Classes	4,416.20	8,468.27
6415 · Equipment	0.00	1,688.16
6425 · Training Books	0.00	499.20
Total 6400 · Training	8,416.20	23,388.73
6500 · Legal		
6525 · Cafeteria Plan	91.54	2,037.43
6530 · Elections	0.00	205.00
6535 · Attorney Fees	1,968.50	2,298.52
Total 6500 · Legal	2,060.04	4,540.95
6600 · Salaries		
6605 · District Personnel	139,553.65	736,602.20
6610 · Board of Directors		
6612 · Chaplain Expense	66.41	331.88
6610 · Board of Directors - Other	533.33	3,366.65
Total 6610 · Board of Directors	599.74	3,698.53
6620 · Employer Payroll Taxes	2,029.39	10,402.35
6625 · Lagers	-5,506.06	69,585.61
6635 · Uniforms	177.50	3,903.54
6640 · 457 Plan Employer Match	0.00	3,343.42
6655 · Expense Account	34.45	77.82
6665 · Special Overtime	5,288.71	11,576.74
6668 · Union Dues Expense	61.86	185.58
6675 · Background Check	0.00	215.64
Total 6600 · Salaries	142,239.24	839,591.43
6700 · Medical		
6710 · Employee Physicals/POET	3,600.00	7,225.52
Total 6700 · Medical	3,600.00	7,225.52
6750 · Utilities		
6755 · Water	128.45	491.65
6760 · Sanitation	0.00	804.27
6765 · Sewer	254.86	999.84
6770 · Electric/Gas	1,790.54	14,116.52
6775 · Internet/Phones/Cable	1,087.16	6,107.32
Total 6750 · Utilities	3,261.01	22,519.60
6800 · Supplies		
6810 · Public Relations/Outreach	343.95	4,485.03
6815 · Logo Imprinted Supplies	473.55	1,511.55

	May 21	Jan - May 21
6820 · Fire & EMS Expendables	105.04	898.69
6825 · Office Supplies	279.15	1,659.39
6830 · Janitorial Supplies	214.64	1,306.25
6835 · Stations/Buildings Supplies	0.00	124.42
Total 6800 · Supplies	1,416.33	9,985.33
6850 · Property Improvements		
6860 · Stations/Buildings	0.00	1,139.81
Total 6850 · Property Improvements	0.00	1,139.81
Total Expense	207,292.42	1,639,825.08
Net Revenue	-166,176.25	1,938,411.23

Battlefield Fire Protection District
Statement of Cash Flows
May 2021

12:56 PM

Cash Basis

	May 21	Apr 21	% Change
Revenue			
4000 · Revenue			
4005 · Tax Revenue	32,497.77	49,158.10	-33.89%
4010 · Tax Interest Revenue	3,942.92	3,417.17	15.39%
4050 · Miscellaneous Revenue	1,950.00	965.00	102.07%
4060 · Interest Revenue	2,725.48	2,747.74	-0.81%
Total 4000 · Revenue	41,116.17	56,288.01	-26.95%
Total Revenue	41,116.17	56,288.01	-26.95%
Gross Profit	41,116.17	56,288.01	-26.95%
Expense			
5000 · Capital Expense			
5030 · Information Technology	47.92	0.00	100.0%
5035 · Communications	1,804.85	434.20	315.67%
5040 · Firefighting/EMS	269.95	359.95	-25.0%
5052 · Fitness Equipment	0.00	692.18	-100.0%
Total 5000 · Capital Expense	2,122.72	1,486.33	42.82%
6000 · Communications			
6003 · MDT/Cell Phones	1,011.20	985.60	2.6%
Total 6000 · Communications	1,011.20	985.60	2.6%
6100 · Insurance			
6110 · Workman's Compensation	10,817.00	0.00	100.0%
6120 · Medical, Dental, Vision	21,595.08	23,445.34	-7.89%
Total 6100 · Insurance	32,412.08	23,445.34	38.25%
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	3,456.90	4,198.91	-17.67%
6210 · Apparatus Repair	1,126.08	1,747.88	-35.58%
6215 · Stations & Buildings	2,834.35	1,742.29	62.68%
6225 · Equipment Maintenance	391.13	657.19	-40.48%
6235 · Headquarters Maintenance	1,209.00	1,209.00	0.0%
6255 · Maintenance Shop Equipment	80.64	0.00	100.0%
6280 · SCBA Flow Testing	310.50	0.00	100.0%
Total 6200 · Maintenance & Repairs	9,408.60	9,555.27	-1.54%
6300 · Office/Stations			
6305 · Software Expense	605.00	605.00	0.0%
6315 · Accounting Fees	710.00	780.50	-9.03%
6325 · Postage/Shipping	0.00	93.68	-100.0%
6330 · Subscriptions/Memberships	30.00	335.38	-91.06%
Total 6300 · Office/Stations	1,345.00	1,814.56	-25.88%
6400 · Training			
6405 · EMT Course Expense	4,000.00	0.00	100.0%
6410 · Training Classes	4,416.20	1,360.00	224.72%

	May 21	Apr 21	% Change
6415 · Equipment	0.00	1,039.43	-100.0%
Total 6400 · Training	8,416.20	2,399.43	250.76%
6500 · Legal			
6525 · Cafeteria Plan	91.54	945.31	-90.32%
6535 · Attorney Fees	1,968.50	236.02	734.04%
Total 6500 · Legal	2,060.04	1,181.33	74.38%
6600 · Salaries			
6605 · District Personnel	139,553.65	145,052.47	-3.79%
6610 · Board of Directors			
6612 · Chaplain Expense	66.41	132.76	-49.98%
6610 · Board of Directors - Other	533.33	300.00	77.78%
Total 6610 · Board of Directors	599.74	432.76	38.59%
6620 · Employer Payroll Taxes	2,029.39	2,050.47	-1.03%
6625 · Lagers	-5,506.06	15,782.13	-134.89%
6635 · Uniforms	177.50	149.50	18.73%
6640 · 457 Plan Employer Match	0.00	0.00	0.0%
6655 · Expense Account	34.45	0.00	100.0%
6665 · Special Overtime	5,288.71	1,184.92	346.34%
6668 · Union Dues Expense	61.86	-1,484.64	104.17%
Total 6600 · Salaries	142,239.24	163,167.61	-12.83%
6700 · Medical			
6710 · Employee Physicals/POET	3,600.00	100.00	3,500.0%
Total 6700 · Medical	3,600.00	100.00	3,500.0%
6750 · Utilities			
6755 · Water	128.45	91.85	39.85%
6760 · Sanitation	0.00	111.14	-100.0%
6765 · Sewer	254.86	192.81	32.18%
6770 · Electric/Gas	1,790.54	2,348.07	-23.74%
6775 · Internet/Phones/Cable	1,087.16	1,002.25	8.47%
Total 6750 · Utilities	3,261.01	3,746.12	-12.95%
6800 · Supplies			
6810 · Public Relations/Outreach	343.95	124.45	176.38%
6815 · Logo Imprinted Supplies	473.55	0.00	100.0%
6820 · Fire & EMS Expendables	105.04	140.49	-25.23%
6825 · Office Supplies	279.15	73.00	282.4%
6830 · Janitorial Supplies	214.64	344.86	-37.76%
Total 6800 · Supplies	1,416.33	682.80	107.43%
Total Expense	207,292.42	208,564.39	-0.61%
Net Revenue	-166,176.25	-152,276.38	-9.13%

Battlefield Fire Protection District

Profit & Loss Budget Performance

May 2021

	Annual Budget	May 21	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue							
4000 · Revenue							
4005 · Tax Revenue	3,531,703.00	32,497.77	0.92%	3,516,007.13	99.56%	15,695.87	0.00
4010 · Tax Revenue Interest	10,000.00	3,942.92	39.43%	10,909.95	109.10%	0.00	909.95
4050 · Miscellaneous Revenue	0.00	1,950.00	0.00%	22,500.63	0.00%	0.00	22,500.63
4060 · Interest Revenue	30,000.00	2,725.48	9.08%	13,218.60	44.06%	16,781.40	0.00
4085 · Course Tuition (EMT)	25,000.00	0.00	0.00%	15,600.00	62.40%	9,400.00	0.00
Total 4000 · Revenue	3,596,703.00	41,116.17	1.14%	3,578,236.31	99.49%	41,877.27	23,410.58
Expense							
	Annual Budget	May 21	% Budget Used in May	Jan-May YTD	% Budget Used YTD	Balance Available	Date Over
5000 · Capital Expense							
5015 · Uniforms/PPE/Bunker Gear	30,000.00	0.00	0.00%	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	47.92	0.27%	47.92	0.27%	17,952.08	
5035 · Communications	10,000.00	1,804.85	18.05%	2,239.05	22.39%	7,760.95	
5040 · Firefighting/EMS	43,000.00	269.95	0.63%	922.01	2.14%	42,077.99	
5052 · Fitness Equipment	3,000.00	0.00	0.00%	692.18	23.07%	2,307.82	
Total 5000 · Capital Expense	210,525.00	2,122.72	1.01%	253,438.96	120.38%	-42,913.96	
6000 · Communications							
6003 · MDT/Cell Phones	12,000.00	1,011.20	8.43%	4,923.52	41.03%	7,076.48	
Total 6000 · Communications	12,000.00	1,011.20	8.43%	4,923.52	41.03%	7,076.48	
6100 · Insurance							
6110 · Workman's Compensation	290,083.54	10,817.00	3.73%	282,120.00	97.25%	7,963.54	
6115 · Commercial & Property	75,748.00	0.00	0.00%	18,920.00	24.98%	56,828.00	
6120 · Medical, Dental, Vision	246,987.00	21,595.08	8.74%	109,881.61	44.49%	137,105.39	
6125 · FFAM Dues	3,200.00	0.00	0.00%	5,040.00	157.50%	-1,840.00	5/11/2021
Total 6100 · Insurance	616,018.54	32,412.08	5.26%	415,961.61	67.52%	200,056.93	

Battlefield Fire Protection District
Profit & Loss Budget Performance
May 2021

	Annual Budget	May 21	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6200 · Maintenance & Repairs							
6205 · Gas/Diesel	40,000.00	3,456.90	8.64%	16,356.55	40.89%	23,643.45	
6210 · Apparatus Repair	45,000.00	1,126.08	2.50%	11,518.50	25.60%	33,481.50	
6215 · Stations & Buildings	27,000.00	2,834.35	10.50%	9,886.39	36.62%	17,113.61	
6220 · Lawn Maintenance	11,500.00	0.00	0.00%	0.00	0.00%	11,500.00	
6225 · Equipment Maintenance	10,000.00	391.13	3.91%	1,348.36	13.48%	8,651.64	
6235 · Headquarters Maintenance	15,000.00	1,209.00	8.06%	6,045.00	40.30%	8,955.00	
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	80.64	5.38%	91.63	6.11%	1,408.37	
6275 · Office Equipment	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
6280 · SCBA Flow Testing	2,500.00	310.50	12.42%	431.00	17.24%	2,069.00	
Total 6200 · Maintenance & Repairs	156,500.00	9,408.60	6.01%	45,677.43	29.19%	110,822.57	
6300 · Office/Stations							
6305 · Software Expense	23,300.00	605.00	2.60%	4,796.98	20.59%	18,503.02	
6315 · Accounting Fees	9,400.00	710.00	7.55%	4,354.80	46.33%	5,045.20	
6325 · Postage/Shipping	700.00	0.00	0.00%	93.68	13.38%	606.32	
6330 · Subscriptions/Memberships	9,500.00	30.00	0.32%	2,081.73	21.91%	7,418.27	
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	105.00	10.50%	895.00	
Total 6300 · Office/Stations	43,900.00	1,345.00	3.06%	11,432.19	26.04%	32,467.81	
6400 · Training							
	Annual Budget	May 21	% Budget Used in May	Jan-May YTD	% Budget Used YTD	Balance Available	
6405 · EMT Course Expense	2,000.00	4,000.00	200.00%	12,733.10	636.66%	-10,733.10	2/9/2021
6410 · Training Classes	30,200.00	4,416.20	14.62%	8,468.27	28.04%	21,731.73	
6415 · Equipment	4,200.00	0.00	0.00%	1,688.16	40.19%	2,511.84	
6425 · Training Books	5,000.00	0.00	0.00%	499.20	9.98%	4,500.80	
Total 6400 · Training	41,400.00	8,416.20	20.33%	23,388.73	56.49%	18,011.27	

Battlefield Fire Protection District

Profit & Loss Budget Performance

May 2021

	Annual Budget	May 21	% Received	Jan-May 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	91.54	6.10%	2,037.43	135.83%	-537.43	5/11/2021
6530 · Elections	15,000.00	0.00	0.00%	205.00	1.37%	14,795.00	
6535 · Attorney Fees	5,000.00	1,968.50	39.37%	2,298.52	45.97%	2,701.48	
Total 6500 · Legal	27,200.00	2,060.04	7.57%	4,540.95	16.69%	22,659.05	
6600 · Salaries							
6605 · District Personnel	1,949,624.00	139,553.65	7.16%	736,602.20	37.78%	1,213,021.80	
6610 · Board of Directors							
6612 · Chaplain Expense	2,000.00	66.41	3.32%	331.88	16.59%	1,668.12	
6610 · Board of Directors - Other	9,400.00	533.33	5.67%	3,366.65	35.82%	6,033.35	
Total 6610 · Board of Directors	11,400.00	599.74	5.26%	3,698.53	32.44%	7,701.47	
6620 · Employer Payroll Taxes	36,823.00	2,029.39	5.51%	10,402.35	28.25%	26,420.65	
6625 · Lagers	223,673.00	-5,506.06	-2.46%	69,585.61	31.11%	154,087.39	
6635 · Uniforms	15,000.00	177.50	1.18%	3,903.54	26.02%	11,096.46	
6640 · 457 Plan Employer Match	0.00	0.00	0.00%	3,343.42	0.00%	-3,343.42	3/9/2021
6650 · Miscellaneous Board Expense	500.00	0.00	0.00%	0.00	0.00%	500.00	
6655 · Expense Account	2,000.00	34.45	1.72%	77.82	3.89%	1,922.18	
6665 · Special Overtime	40,000.00	5,288.71	13.22%	11,576.74	28.94%	28,423.26	
6668 · Union Dues Expense	0.00	61.86	0.00%	185.58	0.00%	-185.58	5/11/2021
6675 · Background Check	2,000.00	0.00	0.00%	215.64	10.78%	1,784.36	
Total 6600 · Salaries	2,281,020.00	142,239.24	6.24%	839,591.43	36.81%	1,441,428.57	
			%Budget		%Budget Used	Balance	
6700 · Medical	Annual Budget	May 21	Used in May	Jan-May YTD	YTD	Available	
6710 · Employee Physicals/POET	27,500.00	3,600.00	13.09%	7,225.52	26.27%	20,274.48	
Total 6700 · Medical	27,500.00	3,600.00	13.09%	7,225.52	26.27%	20,274.48	

Battlefield Fire Protection District
Profit & Loss Budget Performance
May 2021

	Annual Budget	May 21	% Received	Jan-May YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6750 · Utilities							
6755 · Water	3,000.00	128.45	4.28%	491.65	16.39%	2,508.35	
6760 · Sanitation	2,500.00	0.00	0.00%	804.27	32.17%	1,695.73	
6765 · Sewer	3,000.00	254.86	8.50%	999.84	33.33%	2,000.16	
6770 · Electric/Gas	36,000.00	1,790.54	4.97%	14,116.52	39.21%	21,883.48	
6775 · Internet/Phones/Cable	13,400.00	1,087.16	8.11%	6,107.32	45.58%	7,292.68	
Total 6750 · Utilities	57,900.00	3,261.01	5.63%	22,519.60	38.89%	35,380.40	
6800 · Supplies							
6810 · Public Relations/Outreach	13,250.00	343.95	2.60%	4,485.03	33.85%	8,764.97	
6815 · Logo Imprinted Supplies	2,000.00	473.55	23.68%	1,511.55	75.58%	488.45	
6820 · Fire & EMS Expendables	4,000.00	105.04	2.63%	898.69	22.47%	3,101.31	
6825 · Office Supplies	4,000.00	279.15	6.98%	1,659.39	41.48%	2,340.61	
6830 · Janitorial Supplies	4,000.00	214.64	5.37%	1,306.25	32.66%	2,693.75	
6835 · Stations/Buildings Supplies	2,500.00	0.00	0.00%	124.42	4.98%	2,375.58	
Total 6800 · Supplies	29,750.00	1,416.33	4.76%	9,985.33	33.56%	19,764.67	
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	207,292.42	5.90%	1,639,825.08	46.67%	1,842,315.65	
Net Revenue	82,989.46	-166,176.25	-200.24%	1,938,411.23	2335.73%	-1,800,438.38	
Total Budget Amount						1,842,315.65	
Restricted Funds							
Operating Reserve						700,000.00	
Emergency Equipment Reserve						700,000.00	
Building Reserve						492,524.00	
Total Contingency Fund						1,892,524.00	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
207,292.42	1,639,825.08

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

12:59 PM

06/03/2021

Cash Basis

	<u>Date</u>	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
4000 · Revenue				
4050 · Miscellaneous Revenue				
	01/05/2021	Dr. Libby Bennett	100.00	100.00
	01/26/2021	MISSOURI ASSOC. OF FIRE CHIEFS	2,310.00	2,410.00
	01/26/2021	Ozarks Technical Community College	2,000.00	4,410.00
	02/02/2021	Marlene Feisthamel	50.00	4,460.00
	02/02/2021	CITY OF SPRINGFIELD	12,351.04	16,811.04
	02/02/2021	Greene County Treasurer	31.53	16,842.57
	02/09/2021	Highlandville Rural Fire	1,400.00	18,242.57
	02/23/2021	LOWE'S BUSINESS ACCT.	1,024.30	19,266.87
	03/02/2021	GRAINGER, INC.	288.76	19,555.63
	03/23/2021		10.00	19,565.63
	03/23/2021	LexisNexis	10.00	19,575.63
	03/23/2021	LexisNexis	10.00	19,585.63
	04/20/2021	J Bruce Vanderhoof	10.00	19,595.63
	04/20/2021	LexisNexis	10.00	19,605.63
	04/20/2021	GovDeals	145.00	19,750.63
	04/27/2021	Logan-Rogersville Fire Prot. District	800.00	20,550.63
	05/18/2021	GovDeals	1,950.00	22,500.63
Total 4050 · Miscellaneous Revenue			<u>22,500.63</u>	<u>22,500.63</u>
Total 4000 · Revenue			<u>22,500.63</u>	<u>22,500.63</u>
TOTAL			<u>22,500.63</u>	<u>22,500.63</u>



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

FAX: (417) 887-9914
CELL: (417) 343-4504

PHONE: (417) 881-9018



ADMINISTRATIVE BOARD REPORT

May/June 2021

Administration – Chief Moore

- The temporary procedure addressing COVID-19 exposures has been allowed to expire.
- We have met with the Insurance Brokerage Firms. I will have more at the meeting.
- Chief Burr and I evaluated the tri-annual full-scale exercise for the Springfield Airport.
- I have terminated our relationship with our IT provider. I have a new contract for discussion at the meeting for Managed IT Services.
- I attended, and presented at, the IAFC Community Risk Reduction Leadership Conference (Virtual)
- Chief Anderson and I met with the new City Administrator and discussed a large variety of topics. One of which is the use of ARP Act funding.
- We have been awarded an additional CARES grant through Greene County.
- I am helping coordinate the national CERT Conference in Springfield in July.
- We are still awaiting official notice from ISO for our re-evaluation. Should be another month.
- I am working through the strategic plan 6-month review.
- I have been elected to the IAFC Fire and Life Safety Board of Directors. My 3-year term begins in August 2021.

Operations – Deputy Chief Reynolds

- Total calls for May = 186
 - 6 Building fires
 - May 2020 = 155
 - Total Calls YTD = 1558
- Average Response Time for May = 5.40 minutes
 - Average Response Time YTD = 5.57 minutes
 - Target time is 7.00 minutes
- Turnout time for May = 1:32
 - Turnout time YTD = 1:24
 - Target time is 1:30
- 10678 (Ladder 3) is in for warranty work. They are currently wiring and programming the new master stream. I anticipate it will be back in service soon. This should finalize all the warranty repairs if the repairs are satisfactory.
- Firefighter Justin Stevens and I traveled to Ocala, FL to meet with E-One on the pre-build conference. We made a few slight changes and do not anticipate any significant overages. We should have the pre-build letter very soon. Once it is signed, we will need to cut the check for the amount specified and the countdown starts for delivery.
- Times and statistics continue to be impacted by CAD outages.
- New hires have started, and two sponsored personnel will start the Springfield Academy.



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

FAX: (417) 887-9914
CELL: (417) 343-4504

PHONE: (417) 881-9018



Support Services – Division Chief Anderson **Community Risk Reduction Activities (as of 6-4-21)**

- Total people reached through social media and Google Business = 23,213
- PubEd Events Attended:
 - Gloria Deo Academy x 2 events= 100 kids and 3 adults
 - St. Elizabeth Ann Seton = 200 kids and 50 adults
- Attended the International Association of Arson Investigators conference in Springfield, MO.
- Assisted the Springfield Fire Department with skills testing for new fire inspectors.
- Attended the three-day Community Risk Reduction Leadership (CRRL) conference via webinar.
- Began recruiting community members for a future CRR advisory board.
- Evaluated information from candidates provided for our insurance brokerage RFP.
- Attended a meeting with the Division of Fire Safety to discuss Senate Bill 45 and the creation of the state's first Firefighter Cancer Insurance Pool.
- Assisted the Missouri Division of Fire Safety with resolving a boundary dispute between rural fire agencies in Douglas County.
- Began scheduling the Basic CRR course for each shift.
- Attended an update on new Knox Box technology being offered in our response area.
- Attended a LAGERS webinar to discuss Medicare options for retirees.
- Assisted LAGERS representatives with interviews associated with Dan's nomination for the Local Government Hero Award.
- Scheduled several meetings to provide crews with information on supplemental insurance from AFLAC.
- My house has walls, a roof, and some insulation. The end is in sight.

Workers Compensation and Safety

- The District had one minor work comp claim for this period.
- Attended the District's monthly safety meeting:
 - Discussed recognition and treatment of heat related emergencies.
 - Reviewed recommendations for future meeting topics.
- Participated in two MOFAD web meetings to discuss safety program progress.
- Continued updating the existing policy/procedure for workers' compensation and light duty.



BATTLEFIELD FIRE PROTECTION DISTRICT

www.battlefieldfire.com 

4117 W. Second Street
Battlefield, MO 65619

FAX: (417) 887-9914
CELL: (417) 343-4504

PHONE: (417) 881-9018



Training – Division Chief Burr

- Training hours for May: 1190 hours
 - YTD = 5400 hours
 - YTD 2020 = 7139
- The Division of Fire Safety continues to use our facility for state testing.
- The spring EMT class has finished, and the fall class has been scheduled. It will begin July 6th.
- We have made progress on the office build.
- We continue to conduct training in the acquired structure that we were given access to.
- I am conducting orientation for our three new hires on June 8th and 9th. We also two individuals that we will be sponsoring through the Springfield Fire Academy.