



# **AGENDA**

## **Battlefield Fire Protection District Battlefield Volunteer Fire Department**



Regular Board Meeting  
4117 W. Second St., Battlefield, MO 65619

**Tuesday, January 12, 2021**

**6:00 PM**

**Due to status of the District facilities by Procedure 212. The meeting will be held virtually and streamed online. Login access to the meeting may be obtained by contacting Chief Scott Moore at 417-881-9018.**

### **Preliminaries to the Meeting**

1. Call to Order
2. Roll Call
3. Establishment of a Quorum
4. Ceremonial Matters
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](mailto:info@battlefieldfire.com) prior to 5pm on the Monday prior to meeting.

### **Unfinished Business**

1. Policy Updates

### **New Business**

1. General Overview

### **Adjournment**

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

**Posted: 1/10/2021 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 Volunteer Fire Department**  
**Statement of Net Activities**  
December 2020

|                          | <u>Dec 20</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> |

3:13 PM  
01/08/21  
Cash Basis

**Battlefield Volunteer Fire Department**  
**Statement of Net Assets**

**As of December 31, 2020**  
**Dec 31, 20**

**ASSETS**

**Current Assets**

**Checking/Savings**

1050 · Oakstar Volunteer Account 5,457.99

**Total Checking/Savings** 5,457.99

**Total Current Assets** 5,457.99

**TOTAL ASSETS** 5,457.99

**LIABILITIES & Revenue**

**Revenue**

1110 · Retained Earnings 5,428.69

**Net Revenue** 29.30

**Total Revenue** 5,457.99

**TOTAL LIABILITIES & Revenue** 5,457.99

**Battlefield Fire Protection District**  
**Statement of Activities**  
December 2020

2:49 PM  
01/08/2021  
Cash Basis

|                                     | Dec 20           | Jan - Dec 20        |
|-------------------------------------|------------------|---------------------|
| <b>Revenue</b>                      |                  |                     |
| 4000 · Revenue                      |                  |                     |
| 4005 · Tax Revenue                  | 80,156.89        | 3,060,528.28        |
| 4010 · Tax Interest Revenue         | 729.15           | 16,362.02           |
| 4020 · Rental Revenue               | 0.00             | 1,107.72            |
| 4040 · Vending Receipts             | 145.15           | 384.79              |
| 4050 · Miscellaneous Revenue        | 6,679.35         | 209,633.16          |
| 4060 · Interest Revenue             | 1,558.68         | 37,274.37           |
| 4085 · Course Tuition (EMT)         | 1,300.00         | 16,100.00           |
| <b>Total 4000 · Revenue</b>         | <b>90,569.22</b> | <b>3,341,390.34</b> |
| <b>Total Revenue</b>                | <b>90,569.22</b> | <b>3,341,390.34</b> |
| <b>Gross Profit</b>                 | <b>90,569.22</b> | <b>3,341,390.34</b> |
| <b>Expense</b>                      |                  |                     |
| 5000 · Capital Expense              |                  |                     |
| 5015 · Uniforms/PPE/Bunker Gear     | 3,533.75         | 29,023.88           |
| 5020 · Building Lease               | 0.00             | 104,087.50          |
| 5022 · Aerial Apparatus Lease       | 0.00             | 105,809.04          |
| 5030 · Information Technology       | 26.61            | 17,945.73           |
| 5035 · Communications               | 0.00             | 3,434.94            |
| 5040 · Firefighting/EMS             | 2,950.19         | 40,032.52           |
| 5052 · Fitness Equipment            | 36.24            | 4,932.22            |
| 5055 · Vehicles                     | 0.00             | 2,353.37            |
| <b>Total 5000 · Capital Expense</b> | <b>6,546.79</b>  | <b>307,619.20</b>   |
| 6000 · Communications               |                  |                     |
| 6003 · MDT/Cell Phones              | 833.30           | 10,918.97           |
| <b>Total 6000 · Communications</b>  | <b>833.30</b>    | <b>10,918.97</b>    |
| 6100 · Insurance                    |                  |                     |
| 6110 · Workman's Compensation       | 0.00             | 174,768.00          |
| 6115 · Commercial & Property        | 0.00             | 73,294.00           |
| 6120 · Medical, Dental, Vision      | 19,063.75        | 243,208.04          |
| 6125 · FFAM Dues                    | 0.00             | 620.00              |
| <b>Total 6100 · Insurance</b>       | <b>19,063.75</b> | <b>491,890.04</b>   |
| 6200 · Maintenance & Repairs        |                  |                     |
| 6205 · Gas/Diesel                   | 2,583.31         | 27,943.91           |
| 6210 · Apparatus Repair             | 8,735.03         | 59,474.56           |
| 6215 · Stations & Buildings         | 7,229.12         | 16,939.02           |
| 6220 · Lawn Maintenance             | 0.00             | 9,118.80            |
| 6225 · Equipment Maintenance        | 45.99            | 5,375.87            |
| 6235 · Headquarters Maintenance     | 1,209.00         | 14,809.08           |
| 6250 · Ground/Aerial Ladder Testing | 0.00             | 1,547.00            |
| 6255 · Maintenance Shop Equipment   | 0.00             | 1,562.90            |

|   | <b>Dec 20</b>     | <b>Jan - Dec 20</b> |
|---|-------------------|---------------------|
| 6275 · Office Equipment                       | 69.50             | 205.12              |
| 6280 · SCBA Flow Testing                      | 0.00              | 1,615.19            |
| <b>Total 6200 · Maintenance &amp; Repairs</b> | <b>19,871.95</b>  | <b>138,591.45</b>   |
| <b>6300 · Office/Stations</b>                 |                   |                     |
| 6305 · Software Expense                       | 0.00              | 23,124.95           |
| 6315 · Accounting Fees                        | 710.00            | 9,394.30            |
| 6325 · Postage/Shipping                       | 0.00              | 561.44              |
| 6330 · Subscriptions/Memberships              | 368.70            | 7,677.25            |
| <b>Total 6300 · Office/Stations</b>           | <b>1,078.70</b>   | <b>40,757.94</b>    |
| <b>6400 · Training</b>                        |                   |                     |
| 6405 · EMT Course Expense                     | 200.00            | 7,792.86            |
| 6410 · Training Classes                       | 1,100.00          | 20,713.92           |
| 6415 · Equipment                              | 779.95            | 2,812.55            |
| 6425 · Training Books                         | 0.00              | 2,494.93            |
| <b>Total 6400 · Training</b>                  | <b>2,079.95</b>   | <b>33,814.26</b>    |
| <b>6500 · Legal</b>                           |                   |                     |
| 6510 · Audit Fees                             | 0.00              | 10,100.00           |
| 6525 · Cafeteria Plan                         | 69.16             | 41.75               |
| 6535 · Attorney Fees                          | 141.00            | 2,468.00            |
| <b>Total 6500 · Legal</b>                     | <b>210.16</b>     | <b>12,609.75</b>    |
| <b>6600 · Salaries</b>                        |                   |                     |
| 6605 · District Personnel                     | 221,461.58        | 1,930,656.16        |
| 6610 · Board of Directors                     |                   |                     |
| 6612 · Chaplain Expense                       | 1,135.38          | 2,000.00            |
| 6610 · Board of Directors - Other             | 633.33            | 8,016.63            |
| <b>Total 6610 · Board of Directors</b>        | <b>1,768.71</b>   | <b>10,016.63</b>    |
| 6620 · Employer Payroll Taxes                 | 3,158.50          | 27,535.58           |
| 6625 · Lagers                                 | 13,180.90         | 224,154.10          |
| 6635 · Uniforms                               | 2,404.64          | 14,145.25           |
| 6640 · 457 Plan Employer Match                | -3,343.42         | -6,679.97           |
| 6655 · Expense Account                        | 42.16             | 643.30              |
| 6665 · Special Overtime                       | 1,805.43          | 29,634.24           |
| 6668 · Union Dues Expense                     | 12,588.51         | -989.76             |
| 6675 · Background Check                       | 0.00              | 1,310.88            |
| <b>Total 6600 · Salaries</b>                  | <b>253,067.01</b> | <b>2,230,426.41</b> |
| <b>6700 · Medical</b>                         |                   |                     |
| 6710 · Employee Physicals/POET                | 1,375.00          | 13,774.88           |
| <b>Total 6700 · Medical</b>                   | <b>1,375.00</b>   | <b>13,774.88</b>    |
| <b>6750 · Utilities</b>                       |                   |                     |
| 6755 · Water                                  | 89.75             | 1,404.44            |
| 6760 · Sanitation                             | 405.14            | 2,402.56            |
| 6765 · Sewer                                  | 182.19            | 2,696.85            |
| 6770 · Electric/Gas                           | 2,091.51          | 30,774.71           |
| 6775 · Internet/Phones/Cable                  | 1,195.90          | 13,143.09           |

|   | <b>Dec 20</b>      | <b>Jan - Dec 20</b> |
|---|--------------------|---------------------|
| <b>Total 6750 · Utilities</b>             | 3,964.49           | 50,421.65           |
| <b>6800 · Supplies</b>                    |                    |                     |
| <b>6810 · Public Relations/Outreach</b>   | 415.43             | 8,347.67            |
| <b>6815 · Logo Imprinted Supplies</b>     | 0.00               | 196.00              |
| <b>6820 · Fire &amp; EMS Expendables</b>  | 126.44             | 3,059.63            |
| <b>6825 · Office Supplies</b>             | 326.04             | 1,796.60            |
| <b>6830 · Janitorial Supplies</b>         | 326.90             | 2,985.38            |
| <b>6835 · Stations/Buildings Supplies</b> | 226.12             | 1,726.64            |
| <b>Total 6800 · Supplies</b>              | 1,420.93           | 18,111.92           |
| <b>6850 · Property Improvements</b>       |                    |                     |
| <b>6860 · Stations/Buildings</b>          | 0.00               | 8,704.03            |
| <b>Total 6850 · Property Improvements</b> | 0.00               | 8,704.03            |
| <b>Total Expense</b>                      | 309,512.03         | 3,357,640.50        |
| <b>Net Revenue</b>                        | <b>-218,942.81</b> | <b>-16,250.16</b>   |

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of December 31, 2020

2:50 PM

01/08/2021

Cash Basis

**Dec 31, 20**

**ASSETS**

**Current Assets**

**Checking/Savings**

|                                       |               |
|---------------------------------------|---------------|
| 1000 · OakStar - ICS                  | 2,100,010.96  |
| 1005 · OakStar - Money Market         | 59,043.87     |
| 1025 · Oakstar - Operating            | 116,177.52    |
| 1105 · Petty Cash                     | 131.66        |
| 1199 · Allowance for Restricted Funds | -1,696,835.00 |

|                               |                   |
|-------------------------------|-------------------|
| <b>Total Checking/Savings</b> | <b>578,529.01</b> |
|-------------------------------|-------------------|

|                             |                   |
|-----------------------------|-------------------|
| <b>Total Current Assets</b> | <b>578,529.01</b> |
|-----------------------------|-------------------|

**Fixed Assets**

|                                |          |
|--------------------------------|----------|
| 1504 · Fire Fighting Equipment | 219.80   |
| 1505 · Office Equipment        | 1,246.57 |

|                           |                 |
|---------------------------|-----------------|
| <b>Total Fixed Assets</b> | <b>1,466.37</b> |
|---------------------------|-----------------|

|                     |                   |
|---------------------|-------------------|
| <b>TOTAL ASSETS</b> | <b>579,995.38</b> |
|---------------------|-------------------|

**LIABILITIES & Revenue**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

|                         |         |
|-------------------------|---------|
| 2000 · Accounts Payable | -100.00 |
|-------------------------|---------|

|                               |                |
|-------------------------------|----------------|
| <b>Total Accounts Payable</b> | <b>-100.00</b> |
|-------------------------------|----------------|

|                                  |                |
|----------------------------------|----------------|
| <b>Total Current Liabilities</b> | <b>-100.00</b> |
|----------------------------------|----------------|

|                          |                |
|--------------------------|----------------|
| <b>Total Liabilities</b> | <b>-100.00</b> |
|--------------------------|----------------|

**Revenue**

**3200 · Fund Balances**

|  |              |
|--|--------------|
| 3100 · Restricted Fund - Operating     | -700,374.00  |
| 3120 · Restricted Fund-Emergency Equip | -503,937.00  |
| 3140 · Restricted Fund - Bldg Reserve  | -492,524.00  |
| 3200 · Fund Balances                   | 2,487,239.86 |

|  |                   |
|--|-------------------|
| <b>Total 3200 · Unrestricted Fund Balances</b> | <b>790,404.86</b> |
|--|-------------------|

|                           |             |
|---------------------------|-------------|
| 32000 · Retained Earnings | -194,059.32 |
|---------------------------|-------------|

|                    |                   |
|--------------------|-------------------|
| <b>Net Revenue</b> | <b>-16,250.16</b> |
|--------------------|-------------------|

|                      |                   |
|----------------------|-------------------|
| <b>Total Revenue</b> | <b>580,095.38</b> |
|----------------------|-------------------|

|  |                   |
|--|-------------------|
| <b>TOTAL LIABILITIES &amp; Revenue</b> | <b>579,995.38</b> |
|--|-------------------|

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Nov 2020

|                                     | Annual Budget       | Dec 20           | % Received   | Jan - Dec YTD       | % Received YTD | Revenue Still Expected | Revenue Over Expected |
|-------------------------------------|---------------------|------------------|--------------|---------------------|----------------|------------------------|-----------------------|
| <b>Revenue</b>                      |                     |                  |              |                     |                |                        |                       |
| <b>4000 · Revenue</b>               |                     |                  |              |                     |                |                        |                       |
| 4005 · Tax Revenue                  | 3,483,121.00        | 80,156.89        | 2.30%        | 3,060,528.28        | 87.87%         | 422,592.72             | 0.00                  |
| 4010 · Tax Revenue Interest         | 20,000.00           | 729.15           | 3.65%        | 16,362.02           | 81.81%         | 3,637.98               | 0.00                  |
| 4020 · Rental Revenue               | 0.00                | 0.00             | 0.00%        | 1,107.72            | 0.00%          | 0.00                   | 1,107.72              |
| 4040 · Vending Receipts             | 0.00                | 145.15           | 0.00%        | 384.79              | 0.00%          | 0.00                   | 384.79                |
| 4050 · Miscellaneous Revenue        | 0.00                | 6,679.35         | 0.00%        | 209,633.16          | 0.00%          | 0.00                   | 209,633.16            |
| 4060 · Interest Revenue             | 65,000.00           | 1,558.68         | 0.00%        | 37,274.37           | 0.00%          | 27,725.63              | 0.00                  |
| 4085 · Course Tuition (EMT)         | 12,500.00           | 1,300.00         | 10.40%       | 16,100.00           | 128.80%        | 0.00                   | 3,600.00              |
| <b>Total 4000 · Revenue</b>         | <b>3,580,621.00</b> | <b>90,569.22</b> | <b>2.53%</b> | <b>3,341,390.34</b> | <b>93.32%</b>  | <b>453,956.33</b>      | <b>214,725.67</b>     |
| <b>Expense</b>                      |                     |                  |              |                     |                |                        |                       |
| <b>5000 · Capital Expense</b>       |                     |                  |              |                     |                |                        |                       |
| 5015 · Uniforms/PPE/Bunker Gear     | 30,000.00           | 3,533.75         | 11.78%       | 29,023.88           | 96.75%         | 976.12                 |                       |
| 5020 · Building Lease               | 106,525.00          | 0.00             | 0.00%        | 104,087.50          | 97.71%         | 2,437.50               |                       |
| 5022 · Aerial Apparatus Lease       | 108,807.00          | 0.00             | 0.00%        | 105,809.04          | 97.24%         | 2,997.96               |                       |
| 5030 · Information Technology       | 18,000.00           | 26.61            | 0.15%        | 17,945.73           | 99.70%         | 54.27                  |                       |
| 5035 · Communications               | 5,000.00            | 0.00             | 0.00%        | 3,434.94            | 68.70%         | 1,565.06               |                       |
| 5040 · Firefighting/EMS             | 43,000.00           | 2,950.19         | 6.86%        | 40,032.52           | 93.10%         | 2,967.48               |                       |
| 5052 · Fitness Equipment            | 5,000.00            | 36.24            | 0.72%        | 4,932.22            | 98.64%         | 67.78                  |                       |
| 5055 · Vehicles                     | 10,000.00           | 0.00             | 0.00%        | 2,353.37            | 23.53%         | 7,646.63               |                       |
| <b>Total 5000 · Capital Expense</b> | <b>326,332.00</b>   | <b>6,546.79</b>  | <b>2.01%</b> | <b>307,619.20</b>   | <b>94.27%</b>  | <b>18,712.80</b>       |                       |
| <b>6000 · Communications</b>        |                     |                  |              |                     |                |                        |                       |
| 6003 · MDT/Cell Phones              | 18,000.00           | 833.30           | 4.63%        | 10,918.97           | 60.66%         | 7,081.03               |                       |
| 6015 · Consulting Fee               | 2,000.00            | 0.00             | 0.00%        | 0.00                | 0.00%          | 2,000.00               |                       |
| <b>Total 6000 · Communications</b>  | <b>20,000.00</b>    | <b>833.30</b>    | <b>4.17%</b> | <b>10,918.97</b>    | <b>54.59%</b>  | <b>9,081.03</b>        |                       |



# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Nov 2020

|   | Annual Budget     | Dec 20           | % Received           | Jan - Dec YTD     | % Received YTD    | Revenue Still Expected | Revenue Over Expected |
|---|-------------------|------------------|----------------------|-------------------|-------------------|------------------------|-----------------------|
|   | Annual Budget     | Dec 20           | % Budget Used in Dec | Jan - Dec YTD     | % Budget Used YTD | Balance Available      |                       |
| <b>6100 · Insurance</b>                       |                   |                  |                      |                   |                   |                        |                       |
| 6110 · Workman's Compensation                 | 174,768.30        | 0.00             | 0.00%                | 174,768.00        | 100.00%           | 0.30                   |                       |
| 6115 · Commercial & Property                  | 70,912.00         | 0.00             | 0.00%                | 73,294.00         | 103.36%           | -2,382.00              | 3/1/2020              |
| 6120 · Medical, Dental, Vision                | 258,568.00        | 19,063.75        | 7.37%                | 243,208.04        | 94.06%            | 15,359.96              |                       |
| 6125 · FFAM Dues                              | 5,000.00          | 0.00             | 0.00%                | 620.00            | 12.40%            | 4,380.00               |                       |
| <b>Total 6100 · Insurance</b>                 | <b>509,248.30</b> | <b>19,063.75</b> | <b>3.74%</b>         | <b>491,890.04</b> | <b>96.59%</b>     | <b>17,358.26</b>       |                       |
| <b>6200 · Maintenance &amp; Repairs</b>       |                   |                  |                      |                   |                   |                        |                       |
| 6205 · Gas/Diesel                             | 50,000.00         | 2,583.31         | 5.17%                | 27,943.91         | 55.89%            | 22,056.09              |                       |
| 6210 · Apparatus Repair                       | 45,000.00         | 8,735.03         | 19.41%               | 59,474.56         | 132.17%           | -14,474.56             | 8/11/2020             |
| 6215 · Stations & Buildings                   | 35,000.00         | 7,229.12         | 20.65%               | 16,939.02         | 48.40%            | 18,060.98              |                       |
| 6220 · Lawn Maintenance                       | 11,500.00         | 0.00             | 0.00%                | 9,118.80          | 79.29%            | 2,381.20               |                       |
| 6225 · Equipment Maintenance                  | 10,000.00         | 45.99            | 0.46%                | 5,375.87          | 53.76%            | 4,624.13               |                       |
| 6235 · Headquarters Maintenance               | 15,000.00         | 1,209.00         | 8.06%                | 14,809.08         | 98.73%            | 190.92                 |                       |
| 6250 · Ground/Aerial Ladder Testing           | 2,000.00          | 0.00             | 0.00%                | 1,547.00          | 77.35%            | 453.00                 |                       |
| 6255 · Maintenance Shop Equipment             | 1,500.00          | 0.00             | 0.00%                | 1,562.90          | 104.19%           | -62.90                 | 11/10/2020            |
| 6275 · Office Equipment                       | 2,000.00          | 69.50            | 3.48%                | 205.12            | 10.26%            | 1,794.88               |                       |
| 6280 · SCBA Flow Testing                      | 2,500.00          | 0.00             | 0.00%                | 1,615.19          | 64.61%            | 884.81                 |                       |
| <b>Total 6200 · Maintenance &amp; Repairs</b> | <b>174,500.00</b> | <b>19,871.95</b> | <b>11.39%</b>        | <b>138,591.45</b> | <b>79.42%</b>     | <b>35,908.55</b>       |                       |
| <b>6300 · Office/Stations</b>                 |                   |                  |                      |                   |                   |                        |                       |
| 6305 · Software Expense                       | 23,300.00         | 0.00             | 0.00%                | 23,124.95         | 99.25%            | 175.05                 |                       |
| 6315 · Accounting Fees                        | 9,300.00          | 710.00           | 7.63%                | 9,394.30          | 101.01%           | -94.30                 | 1/12/2021             |
| 6325 · Postage/Shipping                       | 700.00            | 0.00             | 0.00%                | 561.44            | 80.21%            | 138.56                 |                       |
| 6330 · Subscriptions/Memberships              | 9,000.00          | 368.70           | 4.10%                | 7,677.25          | 85.30%            | 1,322.75               |                       |
| 6335 · Advertising/Printing/Postings          | 1,500.00          | 0.00             | 0.00%                | 0.00              | 0.00%             | 1,500.00               |                       |
| <b>Total 6300 · Office/Stations</b>           | <b>43,800.00</b>  | <b>1,078.70</b>  | <b>2.46%</b>         | <b>40,757.94</b>  | <b>93.05%</b>     | <b>3,042.06</b>        |                       |

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Nov 2020

|  | Annual Budget       | Dec 20            | % Received           | Jan + Dec YTD       | % Received YTD    | Revenue Still Expected | Revenue Over Expected |
|--|---------------------|-------------------|----------------------|---------------------|-------------------|------------------------|-----------------------|
|  | Annual Budget       | Dec 20            | % Budget Used in Dec | Jan + Dec YTD       | % Budget Used YTD | Balance Available      |                       |
| <b>6400 · Training</b>                 |                     |                   |                      |                     |                   |                        |                       |
| 6405 · EMT Course Expense              | 2,000.00            | 200.00            | 10.00%               | 7,792.86            | 389.64%           | -5,792.86              | 8/11/2020             |
| 6410 · Training Classes                | 30,200.00           | 1,100.00          | 3.64%                | 20,713.92           | 68.59%            | 9,486.08               |                       |
| 6415 · Equipment                       | 4,200.00            | 779.95            | 18.57%               | 2,812.55            | 66.97%            | 1,387.45               |                       |
| 6425 · Training Books                  | 5,000.00            | 0.00              | 0.00%                | 2,494.93            | 49.90%            | 2,505.07               |                       |
| <b>Total 6400 · Training</b>           | <b>41,400.00</b>    | <b>2,079.95</b>   | <b>5.02%</b>         | <b>33,814.26</b>    | <b>81.68%</b>     | <b>7,585.74</b>        |                       |
| <b>6500 · Legal</b>                    |                     |                   |                      |                     |                   |                        |                       |
| 6510 · Audit Fees                      | 9,700.00            | 0.00              | 0.00%                | 10,100.00           | 104.12%           | -400.00                | 7/14/2020             |
| 6525 · Cafeteria Account               | 1,500.00            | 69.16             | 4.61%                | 41.75               | 2.78%             | 1,458.25               |                       |
| 6530 · Elections                       | 15,000.00           | 0.00              | 0.00%                | 0.00                | 0.00%             | 15,000.00              |                       |
| 6535 · Attorney Fees                   | 5,000.00            | 141.00            | 2.82%                | 2,468.00            | 49.36%            | 2,532.00               |                       |
| 6538 · Medical Director                | 2,000.00            | 0.00              | 0.00%                | 0.00                | 0.00%             | 2,000.00               |                       |
| <b>Total 6500 · Legal</b>              | <b>33,200.00</b>    | <b>210.16</b>     | <b>0.63%</b>         | <b>12,609.75</b>    | <b>37.98%</b>     | <b>20,590.25</b>       |                       |
| <b>6600 · Salaries</b>                 |                     |                   |                      |                     |                   |                        |                       |
| 6605 · District Personnel              | 1,887,443.00        | 221,461.58        | 11.73%               | 1,930,656.16        | 102.29%           | -43,213.16             | 1/12/2021             |
| 6610 · Board of Directors              |                     |                   |                      |                     |                   |                        |                       |
| 6612 · Chaplain Expense                | 2,000.00            | 1,135.38          | 56.77%               | 2,000.00            | 100.00%           | 0.00                   |                       |
| 6610 · Board of Directors - Other      | 9,400.00            | 633.33            | 6.74%                | 8,016.63            | 85.28%            | 1,383.37               |                       |
| <b>Total 6610 · Board of Directors</b> | <b>11,400.00</b>    | <b>1,768.71</b>   | <b>15.52%</b>        | <b>10,016.63</b>    | <b>87.87%</b>     | <b>1,383.37</b>        |                       |
| 6620 · Employer Payroll Taxes          | 41,670.00           | 3,158.50          | 7.58%                | 27,535.58           | 66.08%            | 14,134.42              |                       |
| 6625 · Lagers                          | 220,042.00          | 13,180.90         | 5.99%                | 224,154.10          | 101.87%           | -4,112.10              | 1/12/2021             |
| 6635 · Uniforms                        | 13,000.00           | 2,404.64          | 18.50%               | 14,145.25           | 108.81%           | -1,145.25              | 1/12/2021             |
| 6640 · 457 Plan Employer Match         |                     | -3,343.42         | 0.00%                | -6,679.97           | 0.00%             | 6,679.97               |                       |
| 6650 · Miscellaneous Board Expense     | 1,000.00            | 0.00              | 0.00%                | 0.00                | 0.00%             | 1,000.00               |                       |
| 6655 · Expense Account                 | 2,000.00            | 42.16             | 2.11%                | 643.30              | 32.17%            | 1,356.70               |                       |
| 6665 · Special Overtime                | 45,000.00           | 1,805.43          | 4.01%                | 29,634.24           | 65.85%            | 15,365.76              |                       |
| 6668 · Union Dues Expense              |                     | 12,588.51         | 0.00%                | -989.76             | 0.00%             | 989.76                 |                       |
| 6675 · Background Check                | 1,500.00            | 0.00              | 0.00%                | 1,310.88            | 87.39%            | 189.12                 |                       |
| <b>Total 6600 · Salaries</b>           | <b>2,223,055.00</b> | <b>253,067.01</b> | <b>11.38%</b>        | <b>2,230,426.41</b> | <b>100.33%</b>    | <b>0.00</b>            |                       |

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Nov 2020

|   | Annual Budget    | Dec 20             | % Received           | Jan - Dec YTD     | % Received YTD    | Revenue Still Expected | Revenue Over Expected |
|---|------------------|--------------------|----------------------|-------------------|-------------------|------------------------|-----------------------|
|   | Annual Budget    | Dec 20             | % Budget Used in Dec | Jan - Dec YTD     | % Budget Used YTD | Balance Available      |                       |
| <b>6700 · Medical</b>                     |                  |                    |                      |                   |                   |                        |                       |
| 6710 · Employee Physicals/POET            | 27,500.00        | 1,375.00           | 5.00%                | 13,774.88         | 50.09%            | 13725.12               |                       |
| <b>Total 6700 · Medical</b>               | 27,500.00        | 1,375.00           | 5.00%                | 13,774.88         | 50.09%            | 13,725.12              |                       |
| <b>6750 · Utilities</b>                   |                  |                    |                      |                   |                   |                        |                       |
| 6755 · Water                              | 3,000.00         | 89.75              | 2.99%                | 1,404.44          | 46.81%            | 1,595.56               |                       |
| 6760 · Sanitation                         | 2,500.00         | 405.14             | 16.21%               | 2,402.56          | 96.10%            | 97.44                  |                       |
| 6765 · Sewer                              | 3,000.00         | 182.19             | 6.07%                | 2,696.85          | 89.90%            | 303.15                 |                       |
| 6770 · Electric/Gas                       | 36,000.00        | 2,091.51           | 5.81%                | 30,774.71         | 85.49%            | 5,225.29               |                       |
| 6775 · Internet/Phones/Cable              | 12,000.00        | 1,195.90           | 9.97%                | 13,143.09         | 109.53%           | -1,143.09              | 1/12/2021             |
| <b>Total 6750 · Utilities</b>             | 56,500.00        | 3,964.49           | 7.02%                | 50,421.65         | 89.24%            | 6,078.35               |                       |
| <b>6800 · Supplies</b>                    |                  |                    |                      |                   |                   |                        |                       |
| 6810 · Public Relations/Outreach          | 13,250.00        | 415.43             | 3.14%                | 8,347.67          | 63.00%            | 4,902.33               |                       |
| 6815 · Logo Imprinted Supplies            | 2,500.00         | 0.00               | 0.00%                | 196.00            | 7.84%             | 2,304.00               |                       |
| 6820 · Fire & EMS Expendables             | 4,000.00         | 126.44             | 3.16%                | 3,059.63          | 76.49%            | 940.37                 |                       |
| 6825 · Office Supplies                    | 4,000.00         | 326.04             | 8.15%                | 1,796.60          | 44.92%            | 2,203.40               |                       |
| 6830 · Janitorial Supplies                | 4,000.00         | 326.90             | 8.17%                | 2,985.38          | 74.63%            | 1,014.62               |                       |
| 6835 · Stations/Buildings Supplies        | 2,500.00         | 226.12             | 9.04%                | 1,726.64          | 69.07%            | 773.36                 |                       |
| 6840 · Vending Machine Expense            | 2,000.00         | 0.00               | 0.00%                | 0.00              | 0.00%             | 2,000.00               |                       |
| <b>Total 6800 · Supplies</b>              | 32,250.00        | 1,420.93           | 4.41%                | 18,111.92         | 56.16%            | 14,138.08              |                       |
| <b>6850 · Property Improvements</b>       |                  |                    |                      |                   |                   |                        |                       |
| 6855 · Rental Property                    | 1,000.00         | 0.00               | 0.00%                | 0.00              | 0.00%             | 1,000.00               |                       |
| 6860 · Stations/Buildings                 | 10,000.00        | 0.00               | 0.00%                | 8,704.03          | 87.04%            | 1,295.97               |                       |
| <b>Total 6850 · Property Improvements</b> | 11,000.00        | 0.00               | 0.00%                | 8,704.03          | 79.13%            | 2,295.97               |                       |
| <b>Total Expense</b>                      | 3,498,785.30     | 309,512.03         | 8.85%                | 3,357,640.50      | 95.97%            | 146,974.15             |                       |
| <b>Net Revenue</b>                        | <b>81,835.70</b> | <b>-218,942.81</b> | <b>-267.54%</b>      | <b>-16,250.16</b> | <b>-19.86%</b>    | <b>306,982.18</b>      |                       |

Total Budget Amount

146,974.15

Battlefield Fire Protection District  
Profit & Loss Budget Performance  
Nov 2020

| Annual Budget | Dec 20 | % Received | Jan - Dec<br>YTD | % Received YTD | Revenue Still<br>Expected | Revenue Over<br>Expected |
|---------------|--------|------------|------------------|----------------|---------------------------|--------------------------|
|---------------|--------|------------|------------------|----------------|---------------------------|--------------------------|

|                      |                  |
|----------------------|------------------|
| Monthly Expenditures | YTD Expenditures |
| 309,512.03           | 3,357,640.50     |

|                             |              |
|-----------------------------|--------------|
| Restricted Funds            |              |
| Operating Reserve           | 700,374.00   |
| Emergency Equipment Reserve | 503,937.00   |
| Building Reserve            | 492,524.00   |
| Total Contingency Fund      | 1,696,835.00 |

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
January through December 2020

2:51 PM

01/08/2021

Cash Basis

|                                    | Date       | Name                                    | Paid Amount       | Balance           |
|------------------------------------|------------|---|-------------------|-------------------|
| 4000 · Revenue                     |            |   |                   |                   |
| 4050 · Miscellaneous Revenue       |            |   |                   |                   |
|                                    | 01/14/2020 | ROY KIRBY                               | 974.22            | 974.22            |
|                                    | 01/21/2020 | J Bruce Vanderhoof                      | 10.00             | 984.22            |
|                                    | 01/21/2020 |   | 10.00             | 994.22            |
|                                    | 02/04/2020 | LexisNexis                              | 10.00             | 1,004.22          |
|                                    | 02/04/2020 | FIRE FIGHTERS ASSOC. OF MO              | 100.00            | 1,104.22          |
|                                    | 02/11/2020 | CITY OF SPRINGFIELD                     | 17,308.02         | 18,412.24         |
|                                    | 02/11/2020 | Debbie Sheehan                          | 100.00            | 18,512.24         |
|                                    | 02/11/2020 | Ozarks Technical Community College      | 2,743.00          | 21,255.24         |
|                                    | 02/11/2020 | Greene County Treasurer                 | 3.11              | 21,258.35         |
|                                    | 02/18/2020 | WALTER V. NEWMAN                        | 25.00             | 21,283.35         |
|                                    | 02/18/2020 | Barry Lawrence County Ambulance Distric | 500.00            | 21,783.35         |
|                                    | 03/03/2020 | VFIS                                    | 250.00            | 22,033.35         |
|                                    | 03/17/2020 | Logan-Rogersville Fire Prot. District   | 100.00            | 22,133.35         |
|                                    | 03/17/2020 | Vision Service Plan                     | 19.49             | 22,152.84         |
|                                    | 03/24/2020 | LexisNexis                              | 10.00             | 22,162.84         |
|                                    | 03/24/2020 | LexisNexis                              | 10.00             | 22,172.84         |
|                                    | 03/24/2020 | United Health Care                      | 3,350.96          | 25,523.80         |
|                                    | 04/21/2020 |   | 175.07            | 25,698.87         |
|                                    | 04/28/2020 | VFIS                                    | 158,352.49        | 184,051.36        |
|                                    | 05/26/2020 | MO Fire & Ambulance District            | 9,242.00          | 193,293.36        |
|                                    | 06/02/2020 | VFIS                                    | 250.00            | 193,543.36        |
|                                    | 07/14/2020 | Ozarks Technical Community College      | 2,900.00          | 196,443.36        |
|                                    | 08/25/2020 | Nixon & Lindstrom                       | 122.00            | 196,565.36        |
|                                    | 09/15/2020 | LexisNexis                              | 10.00             | 196,575.36        |
|                                    | 09/29/2020 | United Health Care                      | 6,268.47          | 202,843.83        |
|                                    | 11/03/2020 | Ransin Injury Law                       | 10.00             | 202,853.83        |
|                                    | 11/10/2020 | Mid America Fire Apparatus              | 99.98             | 202,953.81        |
|                                    | 12/15/2020 | Greene County Treasurer                 | 6,327.50          | 209,281.31        |
|                                    | 12/22/2020 | Trevor Crist                            | 50.00             | 209,331.31        |
|                                    | 12/22/2020 | Shana Jahnke                            | 50.00             | 209,381.31        |
|                                    | 12/22/2020 | Walt Newman                             | 50.00             | 209,431.31        |
|                                    | 12/22/2020 |   | 50.00             | 209,481.31        |
|                                    | 12/22/2020 |   | 1.85              | 209,483.16        |
|                                    | 12/29/2020 | WALTER V. NEWMAN                        | 50.00             | 209,533.16        |
|                                    | 12/29/2020 | Darrell Decker                          | 50.00             | 209,583.16        |
|                                    | 12/29/2020 | Stormy Davis                            | 50.00             | 209,633.16        |
| Total 4050 · Miscellaneous Revenue |            |   | 209,633.16        | 209,633.16        |
| Total 4000 · Revenue               |            |   | 209,633.16        | 209,633.16        |
| <b>TOTAL</b>                       |            |   | <b>209,633.16</b> | <b>209,633.16</b> |



## BATTLEFIELD FIRE PROTECTION DISTRICT

[www.battlefieldfire.com](http://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

December 2020/January 2021

#### **Administration – Chief Moore**

- We have started swear-in ceremonies for the firefighters coming off probation in January.
- The temporary procedure addressing COVID-19 exposures continues and has been updated.
- I spent much of the month updating budget items for our partner agencies. This includes payroll, bookkeeping, and our open enrollment groups.
- Worked on the first-year evaluation of the Strategic Plan. Will have a formal review document for the Board in January.
- I have gone under quarantine as of January 6<sup>th</sup>. I will be available again on January 18<sup>th</sup>.

#### **Operations – Deputy Chief Reynolds**

- Total calls for December = 389
  - 14 Building fires
  - December 2019 = 294
- Total Calls 2020 = 2804
  - Last year = 3293
- Average Response Time for December = 5.78 minutes
  - Average Response Time 2020 = 6.22 minutes
  - Target time is 7 minutes
- Turnout time for December = 1:05
  - Turnout time 2020 = 1:12
  - Target time is 1:30
- 10678 (Truck 3) is still in district and still in service. KME has not shipped a few items, so we are waiting on them. Once everything has been received, we will have it all done at once.
- Truck performance specification has been distributed. We had our meeting with the interested dealers. So far, six different manufacturers are participating.
- I have completed a performance audit of our fleet. I am in the process of restructuring a plan to move forward with fleet replacement using that data.
- The return to pre-COVID dispatch protocols has created a surge in call volume. The statistics above are evidence of that. For comparison, we responded to 1045 calls for service during the 200+ days of COVID adjusted dispatch protocols. In the 160 days where the pre-COVID dispatch protocols were used, we responded to 1759 calls for service. I am currently working with Greene County 9-1-1 to see if we can remedy this surge before we start making changes to our operations.
- I have started compiling data for our annual report.



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### **Support Services – Division Chief Anderson**

#### **Fire Prevention and Education Month activities (as of 1-5-20)**

- Fire Prevention and Safety Message Hits on Social Media:
  - Messages included winter fire safety, holiday safety, and New Year's Eve celebration safety.
    - Facebook = 1,555 engagements from 3 posts
- Public Relations (PubEd) Hits on Social Media:
  - Messages included promotion ceremonies, training announcements, a visit from Santa to HQ, and recognition of a fallen servicemember from a neighboring agency.
  - Facebook = 18,885 engagements from 7 posts
- Total PubEd and PR engagements (Fire Prevention, Social Media, PR) = 20,440 with 117 page shares of our fire safety messages and content.
- Total smoke alarm service calls:
  - Alarm install and/or battery change calls = 6
    - 12 alarms installed
    - 18 batteries changed
- Community Risk Reduction
  - With assistance from the Springfield Fire Department, installed a specialized smoke alarm (strobe light) at the home of a hearing impaired teenager.
  - Continuing work on a basic CRR class for CRR committee members
  - Currently collaborating with the Springfield Fire Department to schedule a juvenile fire setter intervention session.
  - Currently enrolled in a National Fire Academy Strategic Community Risk Reduction Course

#### **Workers Compensation and Safety**

- There were no work comp claims submitted for this period
- Continued assessment of the District's safety and workers compensation program
  - Updated the District's employee injury report and property damage forms. The forms are currently being reviewed by administration.
  - Site safety surveys of each District building are planned for late January
- Final 2020 Work Comp figures:
  - \$8,550 in total losses incurred
    - Roughly a 98% drop in total losses incurred from 2019
  - 5 total claims for the year (1 claim was COVID-19 related)
  - Average cost of \$1,710/claim
    - Roughly a 91.5% drop from the average cost per claim for 2017-2019
- Continued assessment of the District's safety and workers compensation program
  - Updated the District's employee injury report and property damage forms. The forms are currently being reviewed by administration.
  - Site safety surveys of each District building are planned for late January



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### **Training – Division Chief Burr**

- Training for December: 1,000 hours
- Total training for 2020 = 17,595 hours
  - Training for 2019 = 15,399 hours
- The Division of Fire continues to use our facility for state testing.
- FF Shell, FF Mendoza, FF Hightower, and FF Keller have all successfully completed their probationary test out.
- The spring EMT course is full. It starts January 12<sup>th</sup>.
  - We have also scheduled three refresher courses and they are filling up quickly.
- The regional fire academy started on January 4<sup>th</sup>. They will be rotating between Battlefield, Ozark, Nixa, and Logan-Rogersville.
  - We have three new hire employees attending the academy and they are doing well.
- I spent the last week teaching an Instructor I class in Nevada to the MO Army National Guard Homeland Response Force.