



# **AGENDA**

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



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

**Tuesday, October 12, 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](mailto:info@battlefieldfire.com) prior to 5pm on the Monday prior to meeting.

### **Unfinished Business**

1. Board of Directors Bylaws Update
2. Sale of Property
3. Policy 106

### **New Business**

1. General Overview

### **Closed Session**

1. Discussion and possible vote concerning: Legal Matters RSMo 610.021 (1)

### **Adjournment**

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

**Posted: 10/12/2021 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**

### **September 2021 Regular Board Meeting**

**Location of Meeting:**

4117 West Second St.  
Battlefield, MO 65619

**Time of Meeting:**

6:00 PM

**Date of Meeting:**

September 14, 2021

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

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. Newman moved to approve the agenda. 2<sup>nd</sup> by Mrs. Jahnke. Motion carried.

Mr. Newman moved to approve August Regular Meeting minutes. 2<sup>nd</sup> by Mr. Perches Motion carried.

Mr. Decker moved to approve August Levy Meeting minutes. 2<sup>nd</sup> by Mrs. Jahnke. Motion carried.

**Financial Report:**

Mr. Decker discussed the August financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$ 5,474.36. Battlefield Fire Districts ICS account holds \$2,550,051.72 and Money Market holds \$59,339.33. Chief Moore acknowledged the status of line items nearing maximum or currently over projections.

Mr. Decker motioned to approve the financials. 2<sup>nd</sup> by Mrs. Jahnke. Motion carried.

**Public Comments:**

None

**Unfinished Business:**

**Board of Directors Bylaws-** Bylaws tabled until next board meeting.

## **New Business**

### **1. Sale of Property**

- a. Stacey Hammitt contacted Chief Moore regarding purchase of the property along Main Street. Original discussion took place in October of 2020. Chairman Crist asked to table the discussion in order to determine changes to market values and usability of the property. Item will remain on the agenda for October 2020.

### **2. Policy 106**

- a. Staff presented the board with a change to the job description policies. This change replaces the Mechanic (106.11) and Maintenance Technician (106.12) and combined them to General Maintenance Technician (106.11). This also requires subsequent changes to policy numbers below. Mr. Decker motioned to approve the changes to Policy 106. 2<sup>nd</sup> by Mr. Newman. Motion carried.
- b. Staff also presented changes to each job description within the response criteria adding verbiage for fire suppression and rescue within the job requirements. This item was tabled in order to give Local 152 a review period.

### **3. 3. General Overview**

- a. Staff went over the items presented in the board packet. No new information was provided.

## **Closed session:**

Motion to go out of open session by Mr. Decker. 2<sup>nd</sup> by Mr. Perches.

Out of Open Session at 7:36pm.

Motion to go into Closed Session by Mrs. Janke. 2<sup>nd</sup> by Mr. Perches.

Into Closed Session: 7:40pm

Roll Call: Shana Janke, Danny Perches, Trevor Crist, Walt Newman, Darrell Decker, Chief Moore, Deputy Chief Reynolds, Division Chief Anderson, Division Chief Burr.

Motion to go out of Closed Session by Mr. Perches. 2<sup>nd</sup> by Mr. Newman.

Out of Closed Session: 8:07pm

Motion to go reopen Open Session by Mrs. Jahnke. 2<sup>nd</sup> by Mr. Perches.

Into Open Session:

Roll Call: Shana Janke, Danny Perches, Trevor Crist, Walt Newman, Darrell Decker,

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

**Adjournment:**

Mr. Newman moved to adjourn at 8:08 pm.

Approved by:

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Trevor Crist

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Darrell Decker

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Walt Newman

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Danny Perches

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Shana Jahnke

**Battlefield Volunteer Fire Department**  
**Statement of Net Activities**  
September 2021

	<u>Sep 21</u>
<b>Ordinary Revenue/Expense</b>	
<b>Revenue</b>	
4140 - Interest Revenue	2.02
<b>Total Revenue</b>	<u>2.02</u>
<b>Net Ordinary Revenue</b>	<u>2.02</u>
<b>Net Revenue</b>	<u><u>2.02</u></u>

**Battlefield Fire Protection District**  
**Statement of Net Assets**  
As of September 30, 2021

12:40 PM

10/07/2021

Cash Basis

Sep 30, 21

**ASSETS**

Current Assets

Checking/Savings

1000 · OakStar - ICS	2,320,570.17
1005 · OakStar - Money Market	59,375.91
1025 · Oakstar - Operating	114,848.05
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,241,860.88

Total Checking/Savings	1,253,064.91
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Total Current Assets	1,253,064.91
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Fixed Assets

1505 · Office Equipment	1,040.01
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Total Fixed Assets	1,040.01
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<b>TOTAL ASSETS</b>	<b>1,254,104.92</b>
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**LIABILITIES & Revenue**

Revenue

3200 · Fund Balances

3100 · Restricted Fund - Operating	-700,000.00
3120 · Restricted Fund-Emergency Equip	-49,336.88
3140 · Restricted Fund - Bldg Reserve	-492,524.00
3200 · Fund Balances	2,487,239.86

Total 3200 · Unrestricted Fund Balances	1,245,378.98
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32000 · Retained Earnings	-211,775.85
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Net Revenue	220,501.79
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Total Revenue	1,254,104.92
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<b>TOTAL LIABILITIES &amp; Revenue</b>	<b>1,254,104.92</b>
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**Battlefield Fire Protection District**  
**Statement of Activities**  
September 2021

12:40 PM  
10/07/2021  
Cash Basis

	Sep 21	Jan - Sep 21
<b>Revenue</b>		
4000 · Revenue		
4005 · Tax Revenue	10,484.41	3,563,743.72
4010 · Tax Interest Revenue	2,330.75	19,091.00
4020 · Rental Revenue	0.00	0.00
4050 · Miscellaneous Revenue	1,645.94	81,930.30
4060 · Interest Revenue	1,636.87	22,133.50
4085 · Course Tuition (EMT)	0.00	28,425.00
Total 4000 · Revenue	16,097.97	3,715,323.52
Total Revenue	16,097.97	3,715,323.52
Gross Profit	16,097.97	3,715,323.52
<b>Expense</b>		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	3,960.00	7,420.51
5020 · Building Lease	0.00	106,650.00
5022 · Aerial Apparatus Lease	0.00	235,796.73
5030 · Information Technology	0.00	131.84
5035 · Communications	0.00	2,239.05
5040 · Firefighting/EMS	4,415.00	8,894.27
5052 · Fitness Equipment	0.00	2,333.99
5055 · Vehicles	0.00	650,663.12
Total 5000 · Capital Expense	8,375.00	1,014,129.51
6000 · Communications		
6003 · MDT/Cell Phones	984.37	8,669.63
Total 6000 · Communications	984.37	8,669.63
6100 · Insurance		
6110 · Workman's Compensation	19,675.00	301,795.00
6115 · Commercial & Property	0.00	37,844.00
6120 · Medical, Dental, Vision	21,514.30	211,387.60
6125 · FFAM Dues	0.00	5,370.00
Total 6100 · Insurance	41,189.30	556,396.60
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	3,591.98	30,835.08
6210 · Apparatus Repair	9,754.80	40,347.55
6215 · Stations & Buildings	260.64	13,588.04
6220 · Lawn Maintenance	0.00	5,773.60
6225 · Equipment Maintenance	0.00	5,433.45
6235 · Headquarters Maintenance	1,209.00	10,881.00
6250 · Ground/Aerial Ladder Testing	1,012.55	1,012.55
6255 · Maintenance Shop Equipment	0.00	119.62
6275 · Office Equipment	0.00	99.00

	Sep 21	Jan - Sep 21
6280 · SCBA Flow Testing	0.00	2,233.70
Total 6200 · Maintenance & Repairs	15,828.97	110,323.59
6300 · Office/Stations		
6305 · Software Expense	609.99	10,299.97
6315 · Accounting Fees	710.00	7,224.80
6325 · Postage/Shipping	0.00	215.54
6330 · Subscriptions/Memberships	865.00	4,870.73
6335 · Advertising/Printing/Postings	0.00	105.00
Total 6300 · Office/Stations	2,184.99	22,716.04
6400 · Training		
6405 · EMT Course Expense	396.00	22,003.75
6410 · Training Classes	3,024.24	17,322.99
6415 · Equipment	0.00	2,582.56
6425 · Training Books	0.00	747.47
Total 6400 · Training	3,420.24	42,656.77
6500 · Legal		
6510 · Audit Fees	0.00	5,550.00
6525 · Cafeteria Plan	191.54	2,549.36
6530 · Elections	0.00	205.00
6535 · Attorney Fees	2,314.00	6,163.52
Total 6500 · Legal	2,505.54	14,467.88
6600 · Salaries		
6605 · District Personnel	149,884.50	1,398,558.77
6610 · Board of Directors		
6612 · Chaplain Expense	0.00	655.12
6610 · Board of Directors - Other	633.33	6,299.97
Total 6610 · Board of Directors	633.33	6,955.09
6620 · Employer Payroll Taxes	2,123.45	21,277.99
6625 · Lagers	14,951.41	160,766.91
6635 · Uniforms	442.57	5,977.06
6640 · 457 Plan Employer Match	0.00	3,343.42
6655 · Expense Account	20.93	524.28
6665 · Special Overtime	1,010.29	21,129.31
6668 · Union Dues Expense	-61.86	-433.02
6675 · Background Check	155.52	371.16
Total 6600 · Salaries	169,160.14	1,618,470.97
6700 · Medical		
6710 · Employee Physicals/POET	0.00	19,722.34
Total 6700 · Medical	0.00	19,722.34
6750 · Utilities		
6755 · Water	101.36	959.78
6760 · Sanitation	500.50	2,179.17
6765 · Sewer	244.47	1,987.54
6770 · Electric/Gas	2,644.54	24,421.57



	Sep 21	Jan - Sep 21
6775 · Internet/Phones/Cable	1,001.07	10,887.46
Total 6750 · Utilities	4,491.94	40,435.52
6800 · Supplies		
6810 · Public Relations/Outreach	0.00	4,736.44
6815 · Logo Imprinted Supplies	0.00	1,511.55
6820 · Fire & EMS Expendables	150.56	2,138.87
6825 · Office Supplies	217.06	2,243.10
6830 · Janitorial Supplies	369.08	2,451.13
6835 · Stations/Buildings Supplies	51.77	808.94
Total 6800 · Supplies	788.47	13,890.03
6850 · Property Improvements		
6860 · Stations/Buildings	0.00	1,523.31
6850 · Property Improvements - Other	0.00	31,419.54
Total 6850 · Property Improvements	0.00	32,942.85
Total Expense	248,928.96	3,494,821.73
Net Revenue	-232,830.99	220,501.79

**Battlefield Fire Protection District**  
**Statement of Cash Flows**  
September 2021

12:42 PM

Cash Basis

	Sep 21	Aug 21	% Change
<b>Revenue</b>			
4000 · Revenue			
4005 · Tax Revenue	10,484.41	9,412.53	11.39%
4010 · Tax Interest Revenue	2,330.75	1,615.95	44.23%
4050 · Miscellaneous Revenue	1,645.94	10.00	16,359.4%
4060 · Interest Revenue	1,636.87	2,298.92	-28.8%
<b>Total 4000 · Revenue</b>	<b>16,097.97</b>	<b>13,337.40</b>	<b>20.7%</b>
<b>Total Revenue</b>	<b>16,097.97</b>	<b>13,337.40</b>	<b>20.7%</b>
<b>Gross Profit</b>	<b>16,097.97</b>	<b>13,337.40</b>	<b>20.7%</b>
<b>Expense</b>			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	3,960.00	0.00	100.0%
5020 · Building Lease	0.00	93,325.00	-100.0%
5040 · Firefighting/EMS	4,415.00	476.16	827.21%
5052 · Fitness Equipment	0.00	1,220.05	-100.0%
5055 · Vehicles	0.00	650,663.12	-100.0%
<b>Total 5000 · Capital Expense</b>	<b>8,375.00</b>	<b>745,684.33</b>	<b>-98.88%</b>
6000 · Communications			
6003 · MDT/Cell Phones	984.37	969.34	1.55%
<b>Total 6000 · Communications</b>	<b>984.37</b>	<b>969.34</b>	<b>1.55%</b>
6100 · Insurance			
6110 · Workman's Compensation	19,675.00	0.00	100.0%
6120 · Medical, Dental, Vision	21,514.30	20,571.57	4.58%
<b>Total 6100 · Insurance</b>	<b>41,189.30</b>	<b>20,571.57</b>	<b>100.22%</b>
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	3,591.98	3,691.82	-2.7%
6210 · Apparatus Repair	9,754.80	11,149.02	-12.51%
6215 · Stations & Buildings	260.64	517.85	-49.67%
6220 · Lawn Maintenance	0.00	5,773.60	-100.0%
6225 · Equipment Maintenance	0.00	306.64	-100.0%
6235 · Headquarters Maintenance	1,209.00	1,209.00	0.0%
6250 · Ground/Aerial Ladder Testing	1,012.55	0.00	100.0%
6275 · Office Equipment	0.00	99.00	-100.0%
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>15,828.97</b>	<b>22,746.93</b>	<b>-30.41%</b>
6300 · Office/Stations			
6305 · Software Expense	609.99	3,683.00	-83.44%
6315 · Accounting Fees	710.00	710.00	0.0%
6330 · Subscriptions/Memberships	865.00	1,474.00	-41.32%
<b>Total 6300 · Office/Stations</b>	<b>2,184.99</b>	<b>5,867.00</b>	<b>-62.76%</b>
6400 · Training			
6405 · EMT Course Expense	396.00	233.85	69.34%

	Sep 21	Aug 21	% Change
6410 · Training Classes	3,024.24	2,187.86	38.23%
6415 · Equipment	0.00	522.34	-100.0%
6425 · Training Books	0.00	248.27	-100.0%
<b>Total 6400 · Training</b>	<b>3,420.24</b>	<b>3,192.32</b>	<b>7.14%</b>
<b>6500 · Legal</b>			
6525 · Cafeteria Plan	191.54	549.19	-65.12%
6535 · Attorney Fees	2,314.00	587.50	293.87%
<b>Total 6500 · Legal</b>	<b>2,505.54</b>	<b>1,136.69</b>	<b>120.42%</b>
<b>6600 · Salaries</b>			
6605 · District Personnel	149,884.50	142,298.17	5.33%
<b>6610 · Board of Directors</b>			
6612 · Chaplain Expense	0.00	125.54	-100.0%
6610 · Board of Directors - Other	633.33	1,133.33	-44.12%
<b>Total 6610 · Board of Directors</b>	<b>633.33</b>	<b>1,258.87</b>	<b>-49.69%</b>
6620 · Employer Payroll Taxes	2,123.45	2,041.84	4.0%
6625 · Lagers	14,951.41	48,207.52	-68.99%
6635 · Uniforms	442.57	479.07	-7.62%
6640 · 457 Plan Employer Match	0.00	4,148.26	-100.0%
6655 · Expense Account	20.93	204.70	-89.78%
6665 · Special Overtime	1,010.29	3,067.29	-67.06%
6668 · Union Dues Expense	-61.86	711.39	-108.7%
6675 · Background Check	155.52	0.00	100.0%
<b>Total 6600 · Salaries</b>	<b>169,160.14</b>	<b>202,417.11</b>	<b>-16.43%</b>
<b>6700 · Medical</b>			
6710 · Employee Physicals/POET	0.00	479.34	-100.0%
<b>Total 6700 · Medical</b>	<b>0.00</b>	<b>479.34</b>	<b>-100.0%</b>
<b>6750 · Utilities</b>			
6755 · Water	101.36	129.81	-21.92%
6760 · Sanitation	500.50	134.55	271.98%
6765 · Sewer	244.47	261.23	-6.42%
6770 · Electric/Gas	2,644.54	2,498.70	5.84%
6775 · Internet/Phones/Cable	1,001.07	1,182.67	-15.36%
<b>Total 6750 · Utilities</b>	<b>4,491.94</b>	<b>4,206.96</b>	<b>6.77%</b>
<b>6800 · Supplies</b>			
6810 · Public Relations/Outreach	0.00	251.41	-100.0%
6820 · Fire & EMS Expendables	150.56	543.85	-72.32%
6825 · Office Supplies	217.06	75.37	187.99%
6830 · Janitorial Supplies	369.08	300.52	22.81%
6835 · Stations/Buildings Supplies	51.77	298.85	-82.68%
<b>Total 6800 · Supplies</b>	<b>788.47</b>	<b>1,470.00</b>	<b>-46.36%</b>
<b>6850 · Property Improvements</b>	<b>0.00</b>	<b>15,700.00</b>	<b>-100.0%</b>
<b>Total Expense</b>	<b>248,928.96</b>	<b>1,024,441.59</b>	<b>-75.7%</b>
<b>Net Revenue</b>	<b>-232,830.99</b>	<b>-1,011,104.19</b>	<b>76.97%</b>

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Sept 2021

	Annual Budget	Sept 21	% Received	Jan-Sept	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>Revenue</b>								
4000 · Revenue								
4005 · Tax Revenue	3,531,703.00	10,484.41	0.30%	3,563,743.72		100.91%	0.00	32,040.72
4010 · Tax Revenue Interest	10,000.00	2,330.75	23.31%	19,091.00		190.91%	0.00	9,091.00
4050 · Miscellaneous Revenue	0.00	1,645.94	0.00%	81,930.30		0.00%	0.00	81,930.30
4060 · Interest Revenue	30,000.00	1,636.87	5.46%	22,133.50		73.78%	7,866.50	0.00
4085 · Course Tuition (EMT)	25,000.00	0.00	0.00%	28,425.00		113.70%	0.00	3,425.00
<b>Total 4000 · Revenue</b>	<b>3,596,703.00</b>	<b>16,097.97</b>	<b>0.45%</b>	<b>3,715,323.52</b>		<b>103.30%</b>	<b>7,866.50</b>	<b>126,487.02</b>
<b>Expense</b>								
	Annual Budget	Sept 21	%Budget Used in Sept	Jan-Sept	YTD	%Budget Used YTD	Balance Available	Date Over
5000 · Capital Expense								
5015 · Uniforms/PPE/Bunker Gear	30,000.00	3,960.00	13.20%	7,420.51		24.74%	22,579.49	
5020 · Building Lease	106,525.00	0.00	0.00%	106,650.00		100.12%	-125.00	9/14/2021
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%	131.84		0.73%	17,868.16	
5035 · Communications	10,000.00	0.00	0.00%	2,239.05		22.39%	7,760.95	
5040 · Firefighting/EMS	43,000.00	4,415.00	10.27%	8,894.27		20.68%	34,105.73	
5052 · Fitness Equipment	3,000.00	0.00	0.00%	2,333.99		77.80%	666.01	
5055 · Vehicles	0.00	0.00	0.00%	650,663.12		0.00%	-650,663.12	9/14/2021
<b>Total 5000 · Capital Expense</b>	<b>210,525.00</b>	<b>8,375.00</b>	<b>3.98%</b>	<b>1,014,129.51</b>		<b>481.71%</b>	<b>-803,604.51</b>	
6000 · Communications								
6003 · MDT/Cell Phones	12,000.00	984.37	8.20%	8,669.63		72.25%	3,330.37	
<b>Total 6000 · Communications</b>	<b>12,000.00</b>	<b>984.37</b>	<b>8.20%</b>	<b>8,669.63</b>		<b>72.25%</b>	<b>3,330.37</b>	
6100 · Insurance								
6110 · Workman's Compensation	290,083.54	19,675.00	6.78%	301,795.00		104.04%	0.00	
6115 · Commercial & Property	75,748.00	0.00	0.00%	37,844.00		49.96%	37,904.00	
6120 · Medical, Dental, Vision	246,987.00	21,514.30	8.71%	211,387.60		85.59%	35,599.40	
6125 · FFAM Dues	3,200.00	0.00	0.00%	5,370.00		167.81%	-2,170.00	5/11/2021
<b>Total 6100 · Insurance</b>	<b>616,018.54</b>	<b>41,189.30</b>	<b>6.69%</b>	<b>556,396.60</b>		<b>90.32%</b>	<b>59,621.94</b>	

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

Sept 2021

	Annual Budget	Sept 21	% Received	Jan-Sept	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6200 · Maintenance &amp; Repairs</b>								
6205 · Gas/Diesel	40,000.00	3,591.98	8.98%	30,835.08		77.09%	9,164.92	
6210 · Apparatus Repair	45,000.00	9,754.80	21.68%	40,347.55		89.66%	4,652.45	
6215 · Stations & Buildings	27,000.00	260.64	0.97%	13,588.04		50.33%	13,411.96	
6220 · Lawn Maintenance	11,500.00	0.00	0.00%	5,773.60		50.21%	5,726.40	
6225 · Equipment Maintenance	10,000.00	0.00	0.00%	5,433.45		54.33%	4,566.55	
6235 · Headquarters Maintenance	15,000.00	1,209.00	8.06%	10,881.00		72.54%	4,119.00	
6250 · Ground/Aerial Ladder Testing	2,000.00	1,012.55	50.63%	1,012.55		50.63%	987.45	
6255 · Maintenance Shop Equipment	1,500.00	0.00	0.00%	119.62		7.97%	1,380.38	
6275 · Office Equipment	2,000.00	0.00	0.00%	99.00		4.95%	1,901.00	
6280 · SCBA Flow Testing	2,500.00	0.00	0.00%	2,233.70		89.35%	266.30	
<b>Total 6200 · Maintenance &amp; Repairs</b>	<b>156,500.00</b>	<b>15,828.97</b>	<b>10.11%</b>	<b>110,323.59</b>		<b>70.49%</b>	<b>46,176.41</b>	
<b>6300 · Office/Stations</b>								
6305 · Software Expense	23,300.00	609.99	2.62%	10,299.97		44.21%	13,000.03	
6315 · Accounting Fees	9,400.00	710.00	7.55%	7,224.80		76.86%	2,175.20	
6325 · Postage/Shipping	700.00	0.00	0.00%	215.54		30.79%	484.46	
6330 · Subscriptions/Memberships	9,500.00	865.00	9.11%	4,870.73		51.27%	4,629.27	
6335 · Advertising/Printing/Postings	1,000.00	0.00	0.00%	105.00		10.50%	895.00	
<b>Total 6300 · Office/Stations</b>	<b>43,900.00</b>	<b>2,184.99</b>	<b>4.98%</b>	<b>22,716.04</b>		<b>51.74%</b>	<b>21,183.96</b>	
<b>6400 · Training</b>								
	Annual Budget	Sept 21	%Budget Used in	Sept	Jan-Sept	YTD	%Budget Used YTD	Balance Available
6405 · EMT Course Expense	2,000.00	396.00	19.80%		22,003.75		1100.19%	-20,003.75
6410 · Training Classes	30,200.00	3,024.24	10.01%		17,322.99		57.36%	12,877.01
6415 · Equipment	4,200.00	0.00	0.00%		2,582.56		61.49%	1,617.44
6425 · Training Books	5,000.00	0.00	0.00%		747.47		14.95%	4,252.53
<b>Total 6400 · Training</b>	<b>41,400.00</b>	<b>3,420.24</b>	<b>8.26%</b>		<b>42,656.77</b>		<b>103.04%</b>	<b>-1,256.77</b>

2/9/2021

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

### Sept 2021

	Annual Budget	Sept 21	% Received	Jan-Sept	YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6500 · Legal</b>								
6510 · Audit Fees	5,700.00	0.00	0.00%	5,550.00		97.37%	150.00	
6525 · Cafeteria Account	1,500.00	191.54	12.77%	2,549.36		169.96%	-1,049.36	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	2,314.00	46.28%	6,163.52		123.27%	0.00	
<b>Total 6500 · Legal</b>	<b>27,200.00</b>	<b>2,505.54</b>	<b>9.21%</b>	<b>14,467.88</b>		<b>53.19%</b>	<b>12,732.12</b>	
<b>6600 · Salaries</b>								
6605 · District Personnel	1,949,624.00	149,884.50	7.69%	1,398,558.77		71.73%	551,065.23	
6610 · Board of Directors								
6612 · Chaplain Expense	2,000.00	0.00	0.00%	655.12		32.76%	1,344.88	
6610 · Board of Directors - Other	9,400.00	633.33	6.74%	6,299.97		67.02%	3,100.03	
<b>Total 6610 · Board of Directors</b>	<b>11,400.00</b>	<b>633.33</b>	<b>5.56%</b>	<b>6,955.09</b>		<b>61.01%</b>	<b>4,444.91</b>	
6620 · Employer Payroll Taxes	36,823.00	2,123.45	5.77%	21,277.99		57.78%	15,545.01	
6625 · Lagers	223,673.00	14,951.41	6.68%	160,766.91		71.88%	62,906.09	
6635 · Uniforms	15,000.00	442.57	2.95%	5,977.06		39.85%	9,022.94	
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	20.93	1.05%	524.28		26.21%	1,475.72	
6665 · Special Overtime	40,000.00	1,010.29	2.53%	21,129.31		52.82%	18,870.69	
6668 · Union Dues Expense	0.00	-61.86	0.00%	-433.02		0.00%	433.02	
6675 · Background Check	2,000.00	155.52	7.78%	371.16		18.56%	1,628.84	
<b>Total 6600 · Salaries</b>	<b>2,281,020.00</b>	<b>169,160.14</b>	<b>7.42%</b>	<b>1,618,470.97</b>		<b>70.95%</b>	<b>662,549.03</b>	
<b>6700 · Medical</b>								
6710 · Employee Physicals/POET	27,500.00	0.00	0.00%	19,722.34		71.72%	7,777.66	
<b>Total 6700 · Medical</b>	<b>27,500.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>19,722.34</b>		<b>71.72%</b>	<b>7,777.66</b>	

# Battlefield Fire Protection District

## Profit & Loss Budget Performance

Sept 2021

	Annual Budget	Sept 21	% Received	Jan-Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
<b>6750 · Utilities</b>							
6755 · Water	3,000.00	101.36	3.38%	959.78	31.99%	2,040.22	
6760 · Sanitation	2,500.00	500.50	20.02%	2,179.17	87.17%	320.83	
6765 · Sewer	3,000.00	244.47	8.15%	1,987.54	66.25%	1,012.46	
6770 · Electric/Gas	36,000.00	2,644.54	7.35%	24,421.57	67.84%	11,578.43	
6775 · Internet/Phones/Cable	13,400.00	1,001.07	7.47%	10,887.46	81.25%	2,512.54	
<b>Total 6750 · Utilities</b>	<b>57,900.00</b>	<b>4,491.94</b>	<b>7.76%</b>	<b>40,435.52</b>	<b>69.84%</b>	<b>17,464.48</b>	
<b>6800 · Supplies</b>							
6810 · Public Relations/Outreach	13,250.00	0.00	0.00%	4,736.44	35.75%	8,513.56	
6815 · Logo Imprinted Supplies	2,000.00	0.00	0.00%	1,511.55	75.58%	488.45	
6820 · Fire & EMS Expendables	4,000.00	150.56	3.76%	2,138.87	53.47%	1,861.13	
6825 · Office Supplies	4,000.00	217.06	5.43%	2,243.10	56.08%	1,756.90	
6830 · Janitorial Supplies	4,000.00	369.08	9.23%	2,451.13	61.28%	1,548.87	
6835 · Stations/Buildings Supplies	2,500.00	51.77	2.07%	808.94	32.36%	1,691.06	
<b>Total 6800 · Supplies</b>	<b>29,750.00</b>	<b>788.47</b>	<b>2.65%</b>	<b>13,890.03</b>	<b>46.69%</b>	<b>15,859.97</b>	
<b>6850 · Property Improvements</b>							
6860 · Stations/Buildings	10,000.00	0.00	0.00%	1,523.31	15.23%	8,476.69	
6850 · Property Improvements - Other	0.00	0.00	0.00%	31,419.54	0.00%	-31,419.54	7/13/2021
<b>Total 6850 · Property Improvements</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>32,942.85</b>	<b>329.43%</b>	<b>-22,942.85</b>	
<b>Total Expense</b>	<b>3,513,713.54</b>	<b>248,928.96</b>	<b>7.08%</b>	<b>3,494,821.73</b>	<b>99.46%</b>	<b>-1,397.15</b>	
<b>Net Revenue</b>	<b>82,989.46</b>	<b>-232,830.99</b>	<b>-280.55%</b>	<b>220,501.79</b>	<b>265.70%</b>	<b>9,263.65</b>	

**Total Budget Amount** -1,397.15

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
248,928.96	3,494,821.73

**Restricted Funds**

Operating Reserve	700,000.00
Emergency Equipment Reserve	49,336.88
Building Reserve	492,524.00
<b>Total Contingency Fund</b>	<b>1,241,860.88</b>

**Battlefield Fire Protection District**  
**Transaction Detail By Account**  
January through September 2021

12:42 PM

10/07/2021

Cash Basis

	<u>Name</u>	<u>Paid Amount</u>	<u>Balance</u>
4000 · Revenue			
4050 · Miscellaneous Revenue			
	Dr. Libby Bennett	100.00	100.00
	MISSOURI ASSOC. OF FIRE CHIEFS	2,310.00	2,410.00
	Ozarks Technical Community College	2,000.00	4,410.00
	Marlene Feisthamel	50.00	4,460.00
	CITY OF SPRINGFIELD	12,351.04	16,811.04
	Greene County Treasurer	31.53	16,842.57
	Highlandville Rural Fire	1,400.00	18,242.57
	LOWE'S BUSINESS ACCT.	1,024.30	19,266.87
	GRAINGER, INC.	288.76	19,555.63
		10.00	19,565.63
	LexisNexis	10.00	19,575.63
	LexisNexis	10.00	19,585.63
	J Bruce Vanderhoof	10.00	19,595.63
	LexisNexis	10.00	19,605.63
	GovDeals	145.00	19,750.63
	Logan-Rogersville Fire Prot. District	800.00	20,550.63
	GovDeals	1,950.00	22,500.63
	Ozarks Technical Community College	2,950.00	25,450.63
	CITY UTILITIES OF SPRINGFIELD	1,588.81	27,039.44
	Greene County Treasurer	53,014.55	80,053.99
	Shelter Insurance	10.00	80,063.99
	Greene County Treasurer	44.03	80,108.02
	MO Fire & Ambulance District	16.34	80,124.36
	GovDeals	150.00	80,274.36
	LexisNexis	10.00	80,284.36
	United Health Care	230.94	80,515.30
	Central Polk County	1,400.00	81,915.30
	Lori Schoenhoff	15.00	81,930.30
		<u>81,930.30</u>	<u>81,930.30</u>
Total 4050 · Miscellaneous Revenue		<u>81,930.30</u>	<u>81,930.30</u>
Total 4000 · Revenue		<u>81,930.30</u>	<u>81,930.30</u>
<b>TOTAL</b>		<u><b>81,930.30</b></u>	<u><b>81,930.30</b></u>





## 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

September/October 2021

#### Administration – Chief Moore

- Staff met with Lexipol (policy management company) to discuss possible implementation of their system for our policy management. This is an ARPA Funds project.
- I attended a FirstNet (AT&T) focus group representing public safety in suburban communities.
- Chief Anderson and I met with our broker to discuss workers' compensation coverage. I will hit more on this in general overview.
- Second Labor-Management meeting began the process of reviewing out MOU with IAFF Local 152.
- Chief Ludden and I attended the Southwest Division of the IAFC conference in Oklahoma.
- I am participating on a panel of small organizations providing feedback to OSHA on standards development for fire departments. Our first meeting was this month.
- Crews have submitted their budget proposals for 2022. Chief Burr is handling this project for the year. He also has an office now!

#### Operations – Deputy Chief Reynolds

- Total calls for September = 188
  - 7 Building fires
  - September 2020 = 138
  - Total Calls YTD = 2371
    - 2020 = 1853
- Average Response Time for August = 6.01 minutes
  - Average Response Time YTD = 5.56 minutes
  - Target time is 7.00 minutes
- Turnout time for September = 1:17
  - Turnout time YTD = 1:25
  - Target time is 1:30
- Met with several area departments and have drafted our rehabilitation procedure. It is currently out for review with EMS and local FD's. Once we have fine-tuned it, we will send it out to our staff for review and comments.
- Met with the OTC advisory board. There is a push for them to create an academy, despite there being others in the area. They are currently shopping for property to build a facility and possibly put the Public Safety Training Center. It is too early to tell how this will affect us or local fire departments.
- There has been a change in representation from E-One. We have a new sales engineer. I spoke with them and brought them up to speed. They have been provided with all communication exchanged up to this point.



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### **Support Services – Division Chief Anderson (as of 10-8-21)**

#### **Community Risk Reduction Activities**

- Total people reached through social media and Google Business = 21, 528
- Crews are currently participating in Fire Prevention Month activities with local schools, pre-schools, and daycares. Approximately 1,022 children have received fire safety education this month as of 10-8-21.
- Crews participated in several PR events including a PTA session at Harrison Elementary and a Chili Cookoff at the Township Senior Living Center.
- 53 citizens have completed the Community Opinion Survey.
- Assisted Springfield Fire with live fire skills testing.
- Participated in a feedback session with NFPA MySidewalk personnel.
- Conducted a walk-through inspection of the Township Senior Living Center at their request. The inspection is required for their state licensure.
- Attended an instructor orientation session for blended learning with MUFRTI.
- Attended a Division of Fire Safety testing session to orient on the state's new electronic testing platform.
- Attended the Fire Marshal's Association of Missouri (FMAM) Conference virtually
- Participated in the 9/11 Memorial Stair Climb.
- Attended the October Battlefield Board of Alderman meeting.
- Completed and received feedback on a Harrison Assessment for personal and professional development.
- Began reviewing the District's QAP program for content and formatting.
- Attended the annual HBA smoke alarm giveaway. The District received a donation of 100 smoke alarms.

#### **Workers Compensation, Safety, and Human Resources**

- The District had one minor work comp claim for this period.
- Attended a MOFAD webinar on safety program development.
- Attended the District's monthly Safety Committee meeting.
- Attended several meetings with Chief Moore to review the current workers' compensation provider and additional coverage options.
- Worked with Caitlyn to gather data and develop a proposal for electronic records conversion.
- Continued updating the existing policy/procedure for workers' compensation and light duty.
- Continued development of a work comp accident investigation procedure.
- Attended the District's Health and Wellness Committee meeting.
- Assisted Pittsburg, KS Fire Department with officer assessments.



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### Training – Division Chief Burr

- Training hours for September: 1104 hours
  - YTD = 9819 hours
    - YTD 2020 = 14300
- I am still working on our reaccreditation with the Bureau of EMS for our training entity license.
- The Ozark Fire District will be teaching EMT refresher courses under our training license. Our personnel will be able to attend these at no cost.
- We are preparing for the 2022 regional fire academy.
- I evaluated the Springfield Fire Academy practical skills testing and the Squires Fire Academy practical skills testing.
- Chief Anderson and I attended an in-service training on the new testing software that the Division of Fire has started using. We are now cleared to proctor the computer-based testing for the Division.
- The crews conducted several live burn trainings this month to test various SCBA packs.
- The EMT course administrator position has been posted. The deadline for bids is the end of October.