



AGENDA

Battlefield Fire Protection District Battlefield Volunteer Fire Department



Regular Board Meeting
4117 W. Second St., Battlefield, MO 65619
Tuesday, October 13, 2020
6:00 PM

Preliminaries to the Meeting

1. Call to Order
2. Roll Call
3. Ceremonial Matters
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. Please submit your request to info@battlefieldfire.com to be included within the meeting. Deadline for submissions is 5p.m. on the Monday prior to meeting date.

Unfinished Business

1. Policy Updates - tabled
2. Sale of Property

New Business

1. Secretary for the Board
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: 10/9/2020 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:

September 8, 2020

Board Members Present: President Trevor Crist, Darrell Decker, Walt Newman, and Danny Perches and were present and Shana Jahnke virtually via Zoom online meeting.

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by President Trevor Crist at 6:00pm. Chaplain Stormy Davis led the prayer and then the pledge of allegiance was recited. A roll call was taken, and a quorum was established.

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

Mr. Newman moved to approve August's Board Meeting Minutes. Mr. Perches seconded. All voted aye.

Mr. Decker moved to approve August's Special Board Meeting Minutes, Levy Hearing. Mr. Newman seconded. All voted Aye.

Financial Report:

Mr. Decker discussed August's financial report and review of cash assets. Battlefield Volunteer Fire Department's checking account indicates \$5,448.81. Battlefield Fire Protection District total of cash assets \$1,520,610.21. ICS \$3,039,837.26 and Money Market \$58,624.04. Mr. Decker advised all accounts are reflecting correctly and have been reconciled. We are 2/3rds through the year on the budget. Line item 6405 EMT course expense is being offset by revenue from the class. 6510 Audit Fees and 6210 Apparatus Repair have both been acknowledged as negative, will be added to budget.

Mr. Perches moved to approve the financials of the District. Mrs. Jahnke seconded. All voted aye.

Public Comments:

None

Unfinished Business:

Policy updates;

406 District Vehicles. 406.1 change Missouri license to operator's license. 406.2 addition of where to find ride-along waiver. 406.3 addition of Division Chiefs for utilization of vehicles. Mr. Newman moved to approve changes as presented. Mr. Decker seconded. All voted Aye.

902 Purchasing: Support Services is added as a cost center, Division Chiefs were added with spending limit of \$500, It has been clarified that any non-budgeted purchase exceeding \$2500 from the Fire Chief will require prior approval by the Board of Directors. Mr. Decker motioned to approve policy changes as presented. Mr. Perches seconded. All voted Aye.

The final draft of the Strategic Plan was presented with dates being changed due to events of Covid-19. Chief Moore addressed that this is a living document and adjustments will likely be made as it is worked through. Mr. Decker motioned to approve Strategic Plan as presented. Mr. Newman seconded. All voted Aye.

Sale of Property: we are still waiting for a signed contract from Mr. Hammit.

New Business:

Angela has given her notice. Her last day will be the 18th of September.

General Overview:

Chief Moore and Deputy Chief Reynolds discussed the call times and statistics for the month. Chief Reynolds has met with Brookline operations to see how they can mutually benefit. Chief Burr discussed training hours; we have about 1000 more than this time last year. Chief Anderson is working with CRR committee and getting a head start on planning for fire prevention week in anticipation of how changes will be this year, due to virus.

We are waiting to hear back from auditors for bids. Workers compensation and property causality have been renewed. Health insurance will not renew until June.

Mr. Newman moved to adjourn at 7:01 pm.

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Danny Perches

Shana Jahnke



Battlefield Fire Protection District Battlefield Volunteer Fire Department

Minutes Special Board Meeting



Location of Meeting:

4117 West Second St.
Battlefield, MO 65619

Time of Meeting:

11:30 AM

Date of Meeting:

September 18th, 2019

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

The meeting of the Battlefield Fire Protection District Board of Directors was called to order by President Trevor Crist at 8:30am. A roll call was taken, and a quorum was established.

Mr. Newman moved to approve the agenda. Mr. Perches seconded. All voted Aye.

Public Comments:

None

New Business:

Mr. Decker motioned to set the 2020 Tax levy at 0.5755 as presented, Mr. Newman seconded. Roll call vote: Trevor Crist, aye; Darrell Decker, aye; Walt Newman, aye; Shana Jahnke, aye; and Danny Perches, aye.

Mr. Newman moved to adjourn at 8:38 am

Approved by:

Trevor Crist

Darrell Decker

Walt Newman

Shana Jahnke

Danny Perches

Battlefield Volunteer Fire Department
Statement of Net Activities
September 2020

	<u>Sep 20</u>
Ordinary Revenue/Expense	
Revenue	
4140 - Interest Revenue	2.01
Total Revenue	<u>2.01</u>
Net Ordinary Revenue	<u>2.01</u>
Net Revenue	<u><u>2.01</u></u>

8:44 AM
10/09/20
Cash Basis

Battlefield Volunteer Fire Department
Statement of Net Assets

As of September 30, 2020
Sep 30, 20

ASSETS

Current Assets

Checking/Savings

1050 · Oakstar Volunteer Account 5,450.82

Total Checking/Savings 5,450.82

Total Current Assets 5,450.82

TOTAL ASSETS **5,450.82**

LIABILITIES & Revenue

Revenue

1110 · Retained Earnings 5,428.69

Net Revenue 22.13

Total Revenue 5,450.82

TOTAL LIABILITIES & Revenue **5,450.82**

Battlefield Fire Protection District
Statement of Activities
September 2020

8:38 AM
10/09/2020
Cash Basis

	Sep 20	Jan - Sep 20
Revenue		
4000 · Revenue		
4005 · Tax Revenue	8,752.12	2,970,136.01
4010 · Tax Interest Revenue	1,544.29	13,455.76
4020 · Rental Revenue	0.00	1,107.72
4040 · Vending Receipts	127.63	239.64
4050 · Miscellaneous Revenue	6,278.47	202,843.83
4060 · Interest Revenue	1,946.15	32,271.93
4085 · Course Tuition (EMT)	0.00	14,800.00
Total 4000 · Revenue	18,648.66	3,234,854.89
Total Revenue	18,648.66	3,234,854.89
Gross Profit	18,648.66	3,234,854.89
Expense		
5000 · Capital Expense		
5015 · Uniforms/PPE/Bunker Gear	139.97	4,306.58
5020 · Building Lease	0.00	104,087.50
5022 · Aerial Apparatus Lease	0.00	80,735.43
5030 · Information Technology	-8.40	6,261.96
5035 · Communications	0.00	3,434.94
5040 · Firefighting/EMS	8,349.16	22,061.43
5052 · Fitness Equipment	0.00	450.00
5055 · Vehicles	592.99	1,033.98
Total 5000 · Capital Expense	9,073.72	222,371.82
6000 · Communications		
6003 · MDT/Cell Phones	3,420.24	10,504.42
Total 6000 · Communications	3,420.24	10,504.42
6100 · Insurance		
6110 · Workman's Compensation	0.00	174,768.00
6115 · Commercial & Property	18,920.00	54,374.00
6120 · Medical, Dental, Vision	18,770.67	185,152.41
6125 · FFAM Dues	0.00	620.00
Total 6100 · Insurance	37,690.67	414,914.41
6200 · Maintenance & Repairs		
6205 · Gas/Diesel	1,924.39	20,883.53
6210 · Apparatus Repair	2,414.60	47,865.62
6215 · Stations & Buildings	631.71	7,219.07
6220 · Lawn Maintenance	0.00	4,243.80
6225 · Equipment Maintenance	0.00	923.39
6235 · Headquarters Maintenance	1,209.00	11,182.08
6250 · Ground/Aerial Ladder Testing	0.00	1,547.00
6255 · Maintenance Shop Equipment	126.73	1,499.25

	Sep 20	Jan - Sep 20
6275 · Office Equipment	0.00	125.88
6280 · SCBA Flow Testing	382.71	1,607.21
Total 6200 · Maintenance & Repairs	6,689.14	97,096.83
6300 · Office/Stations		
6305 · Software Expense	3,114.95	11,810.45
6315 · Accounting Fees	735.00	7,234.30
6325 · Postage/Shipping	91.57	451.54
6330 · Subscriptions/Memberships	1,724.00	9,068.55
Total 6300 · Office/Stations	5,665.52	28,564.84
6400 · Training		
6405 · EMT Course Expense	0.00	7,192.86
6410 · Training Classes	1,399.14	16,194.42
6415 · Equipment	53.94	2,012.64
6425 · Training Books	531.04	2,149.93
Total 6400 · Training	1,984.12	27,549.85
6500 · Legal		
6510 · Audit Fees	0.00	10,100.00
6525 · Cafeteria Plan	169.15	-154.19
6535 · Attorney Fees	70.50	2,092.00
Total 6500 · Legal	239.65	12,037.81
6600 · Salaries		
6605 · District Personnel	146,787.11	1,422,512.55
6610 · Board of Directors		
6612 · Chaplain Expense	66.28	735.01
6610 · Board of Directors - Other	500.00	5,616.64
Total 6610 · Board of Directors	566.28	6,351.65
6620 · Employer Payroll Taxes	2,114.78	20,296.42
6625 · Lagers	14,603.79	179,201.36
6635 · Uniforms	2,642.44	12,071.98
6640 · 457 Plan Employer Match	0.00	-3,336.55
6655 · Expense Account	103.51	400.08
6665 · Special Overtime	3,153.78	24,867.93
6668 · Union Dues Expense	-1,717.51	-10,361.55
6675 · Background Check	0.00	1,272.00
Total 6600 · Salaries	168,254.18	1,653,275.87
6700 · Medical		
6710 · Employee Physicals/POET	4,950.00	7,434.60
Total 6700 · Medical	4,950.00	7,434.60
6750 · Utilities		
6755 · Water	111.95	1,033.74
6760 · Sanitation	403.55	1,780.14
6765 · Sewer	231.04	1,973.97
6770 · Electric/Gas	2,902.08	23,763.87
6775 · Internet/Phones/Cable	1,423.51	9,949.64

	Sep 20	Jan - Sep 20
Total 6750 · Utilities	5,072.13	38,501.36
6800 · Supplies		
6810 · Public Relations/Outreach	0.00	7,743.01
6815 · Logo Imprinted Supplies	98.00	196.00
6820 · Fire & EMS Expendables	0.00	1,995.62
6825 · Office Supplies	97.54	936.71
6830 · Janitorial Supplies	386.17	2,198.17
6835 · Stations/Buildings Supplies	169.80	1,219.92
Total 6800 · Supplies	751.51	14,289.43
6850 · Property Improvements		
6860 · Stations/Buildings	475.00	8,479.03
Total 6850 · Property Improvements	475.00	8,479.03
Total Expense	244,265.88	2,535,020.27
Net Revenue	-225,617.22	699,834.62

Statement of Net Assets
Statement of Net Assets
As of September 30, 2020

8:38 AM

10/09/2020

Cash Basis

Sep 30, 20

ASSETS

Current Assets

Checking/Savings

1000 · OakStar - ICS	2,818,460.61
1005 · OakStar - Money Market	58,787.75
1025 · Oakstar - Operating	114,372.76
1105 · Petty Cash	131.66
1199 · Allowance for Restricted Funds	-1,696,835.00

Total Checking/Savings 1,294,917.78

Total Current Assets 1,294,917.78

Fixed Assets

1504 · Fire Fighting Equipment	219.80
1505 · Office Equipment	942.58

Total Fixed Assets 1,162.38

TOTAL ASSETS 1,296,080.16

LIABILITIES & Revenue

Liabilities

Current Liabilities

Accounts Payable

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

Total Accounts Payable -100.00

Total Current Liabilities -100.00

Total Liabilities -100.00

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

Total 3200 · Unrestricted Fund Balances 790,404.86

32000 · Retained Earnings -194,059.32

Net Revenue 699,834.62

Total Revenue 1,296,180.16

TOTAL LIABILITIES & Revenue 1,296,080.16

Battlefield Fire Protection District
Statement of Cash Flows
September 2020

8:37 AM

Cash Basis

	Sep 20	Aug 20	% Change
Revenue			
4000 · Revenue			
4005 · Tax Revenue	8,752.12	10,421.69	-16.02%
4010 · Tax Interest Revenue	1,544.29	1,976.25	-21.86%
4020 · Rental Revenue	0.00	0.00	0.0%
4040 · Vending Receipts	127.63	0.00	100.0%
4050 · Miscellaneous Revenue	6,278.47	122.00	5,046.29%
4060 · Interest Revenue	1,946.15	2,157.30	-9.79%
4085 · Course Tuition (EMT)	0.00	8,800.00	-100.0%
Total 4000 · Revenue	18,648.66	23,477.24	-20.57%
Total Revenue	18,648.66	23,477.24	-20.57%
Gross Profit	18,648.66	23,477.24	-20.57%
Expense			
5000 · Capital Expense			
5015 · Uniforms/PPE/Bunker Gear	139.97	1,208.40	-88.42%
5030 · Information Technology	-8.40	4,684.62	-100.18%
5040 · Firefighting/EMS	8,349.16	1,377.09	506.29%
5055 · Vehicles	592.99	32.99	1,697.48%
Total 5000 · Capital Expense	9,073.72	7,303.10	24.25%
6000 · Communications			
6003 · MDT/Cell Phones	3,420.24	1,469.44	132.76%
Total 6000 · Communications	3,420.24	1,469.44	132.76%
6100 · Insurance			
6115 · Commercial & Property	18,920.00	0.00	100.0%
6120 · Medical, Dental, Vision	18,770.67	15,976.91	17.49%
Total 6100 · Insurance	37,690.67	15,976.91	135.91%
6200 · Maintenance & Repairs			
6205 · Gas/Diesel	1,924.39	1,734.85	10.93%
6210 · Apparatus Repair	2,414.60	2,272.74	6.24%
6215 · Stations & Buildings	631.71	677.94	-6.82%
6225 · Equipment Maintenance	0.00	35.96	-100.0%
6235 · Headquarters Maintenance	1,209.00	1,225.98	-1.39%
6250 · Ground/Aerial Ladder Testing	0.00	1,547.00	-100.0%
6255 · Maintenance Shop Equipment	126.73	61.81	105.03%
6280 · SCBA Flow Testing	382.71	414.00	-7.56%
Total 6200 · Maintenance & Repairs	6,689.14	7,970.28	-16.07%
6300 · Office/Stations			
6305 · Software Expense	3,114.95	198.00	1,473.21%
6315 · Accounting Fees	735.00	710.00	3.52%
6325 · Postage/Shipping	91.57	0.00	100.0%
6330 · Subscriptions/Memberships	1,724.00	2,125.00	-18.87%

	Sep 20	Aug 20	% Change
Total 6300 · Office/Stations	5,665.52	3,033.00	86.8%
6400 · Training			
6405 · EMT Course Expense	0.00	1,335.18	-100.0%
6410 · Training Classes	1,399.14	473.36	195.58%
6415 · Equipment	53.94	748.20	-92.79%
6425 · Training Books	531.04	0.00	100.0%
Total 6400 · Training	1,984.12	2,556.74	-22.4%
6500 · Legal			
6525 · Cafeteria Plan	169.15	296.06	-42.87%
6535 · Attorney Fees	70.50	0.00	100.0%
Total 6500 · Legal	239.65	296.06	-19.05%
6600 · Salaries			
6605 · District Personnel	146,787.11	141,860.86	3.47%
6610 · Board of Directors			
6612 · Chaplain Expense	66.28	66.20	0.12%
6610 · Board of Directors - Other	500.00	1,066.66	-53.13%
Total 6610 · Board of Directors	566.28	1,132.86	-50.01%
6620 · Employer Payroll Taxes	2,114.78	2,007.41	5.35%
6625 · Lagers	14,603.79	23,659.61	-38.28%
6635 · Uniforms	2,642.44	417.90	532.31%
6640 · 457 Plan Employer Match	0.00	2,936.21	-100.0%
6655 · Expense Account	103.51	76.46	35.38%
6665 · Special Overtime	3,153.78	362.16	770.83%
6668 · Union Dues Expense	-1,717.51	-1,715.72	-0.1%
6675 · Background Check	0.00	25.00	-100.0%
Total 6600 · Salaries	168,254.18	170,762.75	-1.47%
6700 · Medical			
6710 · Employee Physicals/POET	4,950.00	433.68	1,041.4%
Total 6700 · Medical	4,950.00	433.68	1,041.4%
6750 · Utilities			
6755 · Water	111.95	129.35	-13.45%
6760 · Sanitation	403.55	108.64	271.46%
6765 · Sewer	231.04	262.35	-11.93%
6770 · Electric/Gas	2,902.08	3,068.41	-5.42%
6775 · Internet/Phones/Cable	1,423.51	994.76	43.1%
Total 6750 · Utilities	5,072.13	4,563.51	11.15%
6800 · Supplies			
6810 · Public Relations/Outreach	0.00	168.00	-100.0%
6815 · Logo Imprinted Supplies	98.00	0.00	100.0%
6825 · Office Supplies	97.54	54.88	77.73%
6830 · Janitorial Supplies	386.17	394.11	-2.02%
6835 · Stations/Buildings Supplies	169.80	114.52	48.27%
Total 6800 · Supplies	751.51	731.51	2.73%
6850 · Property Improvements			

	Sep 20	Aug 20	% Change
6860 · Stations/Buildings	475.00	304.03	56.24%
Total 6850 · Property Improvements	475.00	304.03	56.24%
Total Expense	244,265.88	215,401.01	13.4%
Net Revenue	-225,617.22	-191,923.77	-17.56%

Battlefield Fire Protection District

Profit & Loss Budget Performance

Sept 2020

	Annual Budget	Sep 20	% Received	Jan - Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Revenue							
4000 · Revenue							
4005 · Tax Revenue	3,483,121.00	8,752.12	0.25%	2,970,136.01	85.27%	512,984.99	0.00
4010 · Tax Revenue Interest	20,000.00	1,544.29	7.72%	13,455.76	67.28%	6,544.24	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	127.63	0.00%	239.64	0.00%	0.00	239.64
4050 · Miscellaneous Revenue	0.00	6,278.47	0.00%	202,843.83	0.00%	0.00	202,843.83
4060 · Interest Revenue	65,000.00	1,946.15	0.00%	32,271.93	0.00%	32,728.07	0.00
4085 · Course Tuition (EMT)	12,500.00	0.00	0.00%	14,800.00	118.40%	0.00	2,300.00
Total 4000 · Revenue	3,580,621.00	18,648.66	0.52%	3,234,854.89	90.34%	552,257.30	206,491.19

Expense

	Annual Budget	Sep 20	%Budget Used in Sept	Jan - Sept YTD	%Budget Used YTD	Balance Available	Over Date
5000 · Capital Expense							
5015 · Uniforms/PPE/Bunker Gear	30,000.00	139.97	0.47%	4,306.58	14.36%	25,693.42	
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%	80,735.43	74.20%	28,071.57	
5030 · Information Technology	18,000.00	-8.40	-0.05%	6,261.96	34.79%	11,738.04	
5035 · Communications	5,000.00	0.00	0.00%	3,434.94	68.70%	1,565.06	
5040 · Firefighting/EMS	43,000.00	8,349.16	19.42%	22,061.43	51.31%	20,938.57	
5052 · Fitness Equipment	5,000.00	0.00	0.00%	450.00	9.00%	4,550.00	
5055 · Vehicles	10,000.00	592.99	5.93%	1,033.98	10.34%	8,966.02	
Total 5000 · Capital Expense	326,332.00	9,073.72	2.78%	222,371.82	68.14%	103,960.18	
6000 · Communications							
6003 · MDT/Cell Phones	18,000.00	3,420.24	19.00%	10,504.42	58.36%	7,495.58	
6015 · Consulting Fee	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
Total 6000 · Communications	20,000.00	3,420.24	17.10%	10,504.42	52.52%	9,495.58	

Battlefield Fire Protection District

Profit & Loss Budget Performance

Sept 2020

	Annual Budget	Sep 20	% Received	Jan - Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
	Annual Budget	Sep 20	%Budget Used in Sept	Jan - Sept YTD	%Budget Used YTD	Balance Available	
6100 · Insurance							
6110 · Workman's Compensation	174,768.30	0.00	0.00%	174,768.00	100.00%	0.30	
6115 · Commercial & Property	70,912.00	18,920.00	26.68%	54,374.00	76.68%	16,538.00	
6120 · Medical, Dental, Vision	258,568.00	18,770.67	7.26%	185,152.41	71.61%	73,415.59	
6125 · FFAM Dues	5,000.00	0.00	0.00%	620.00	12.40%	4,380.00	
Total 6100 · Insurance	509,248.30	37,690.67	7.40%	414,914.41	81.48%	94,333.89	
6200 · Maintenance & Repairs							
6205 · Gas/Diesel	50,000.00	1,924.39	3.85%	20,883.53	41.77%	29,116.47	
6210 · Apparatus Repair	45,000.00	2,414.60	5.37%	47,865.62	106.37%	-2,865.62	8/11/2020
6215 · Stations & Buildings	35,000.00	631.71	1.80%	7,219.07	20.63%	27,780.93	
6220 · Lawn Maintenance	11,500.00	0.00	0.00%	4,243.80	36.90%	7,256.20	
6225 · Equipment Maintenance	10,000.00	0.00	0.00%	923.39	9.23%	9,076.61	
6235 · Headquarters Maintenance	15,000.00	1,209.00	8.06%	11,182.08	74.55%	3,817.92	
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	126.73	8.45%	1,499.25	99.95%	0.75	
6275 · Office Equipment	2,000.00	0.00	0.00%	125.88	6.29%	1,874.12	
6280 · SCBA Flow Testing	2,500.00	382.71	15.31%	1,607.21	64.29%	892.79	
Total 6200 · Maintenance & Repairs	174,500.00	6,689.14	3.83%	97,096.83	55.64%	77,403.17	
6300 · Office/Stations							
6305 · Software Expense	23,300.00	3,114.95	13.37%	11,810.45	50.69%	11,489.55	
6315 · Accounting Fees	9,300.00	735.00	7.90%	7,234.30	77.79%	2,065.70	
6325 · Postage/Shipping	700.00	91.57	13.08%	451.54	64.51%	248.46	
6330 · Subscriptions/Memberships	9,000.00	1,724.00	19.16%	9,068.55	100.76%	-68.55	10/13/2020
6335 · Advertising/Printing/Postings	1,500.00	0.00	0.00%	0.00	0.00%	1,500.00	
Total 6300 · Office/Stations	43,800.00	5,665.52	12.93%	28,564.84	65.22%	15,235.16	

Battlefield Fire Protection District

Profit & Loss Budget Performance

Sept 2020

	Annual Budget	Sep 20	% Received	Jan - Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
	Annual Budget	Sep 20	%Budget Used in Sept	Jan - Sept YTD	%Budget Used YTD	Balance Available	
6400 · Training							
6405 · EMT Course Expense	2,000.00	0.00	0.00%	7,192.86	359.64%	-5,192.86	8/11/2020
6410 · Training Classes	30,200.00	1,399.14	4.63%	16,194.42	53.62%	14,005.58	
6415 · Equipment	4,200.00	53.94	1.28%	2,012.64	47.92%	2,187.36	
6425 · Training Books	5,000.00	531.04	10.62%	2,149.93	43.00%	2,850.07	
Total 6400 · Training	41,400.00	1,984.12	4.79%	27,549.85	66.55%	13,850.15	
6500 · Legal							
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	169.15	11.28%	-154.19	-10.28%	1,654.19	
6530 · Elections	15,000.00	0.00	0.00%	0.00	0.00%	15,000.00	
6535 · Attorney Fees	5,000.00	70.50	1.41%	2,092.00	41.84%	2,908.00	
6538 · Medical Director	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
Total 6500 · Legal	33,200.00	239.65	0.72%	12,037.81	36.26%	21,162.19	
6600 · Salaries							
6605 · District Personnel	1,887,443.00	146,787.11	7.78%	1,422,512.55	75.37%	464,930.45	
6610 · Board of Directors							
6612 · Chaplain Expense	2,000.00	66.28	3.31%	735.01	36.75%	1,264.99	
6610 · Board of Directors - Other	9,400.00	500.00	5.32%	5,616.64	59.75%	3,783.36	
Total 6610 · Board of Directors	11,400.00	566.28	4.97%	6,351.65	55.72%	5,048.35	
6620 · Employer Payroll Taxes	41,670.00	2,114.78	5.08%	20,296.42	48.71%	21,373.58	
6625 · Lagers	220,042.00	14,603.79	6.64%	179,201.36	81.44%	40,840.64	
6635 · Uniforms	13,000.00	2,642.44	20.33%	12,071.98	92.86%	928.02	
6640 · 457 Plan Employer Match		0.00	0.00%	-3,336.55	0.00%	3,336.55	
6650 · Miscellaneous Board Expense	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	
6655 · Expense Account	2,000.00	103.51	5.18%	400.08	20.00%	1,599.92	
6665 · Special Overtime	45,000.00	3,153.78	7.01%	24,867.93	55.26%	20,132.07	
6668 · Union Dues Expense		-1,717.51	0.00%	-10,361.55	0.00%	10,361.55	
6675 · Background Check	1,500.00	0.00	0.00%	1,272.00	84.80%	228.00	

Battlefield Fire Protection District

Profit & Loss Budget Performance

Sept 2020

	Annual Budget	Sep 20	% Received	Jan - Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
Total 6600 - Salaries	2,223,055.00	168,254.18	7.57%	1,653,275.87	74.37%	569,779.13	

Battlefield Fire Protection District

Profit & Loss Budget Performance

Sept 2020

	Annual Budget	Sep 20	% Received	Jan - Sept YTD	% Received YTD	Revenue Still Expected	Revenue Over Expected
6700 · Medical							
6710 · Employee Physicals/POET	27,500.00	4,950.00	18.00%	7,434.60	27.03%	20065.40	
Total 6700 · Medical	27,500.00	4,950.00	18.00%	7,434.60	27.03%	20,065.40	
6750 · Utilities							
6755 · Water	3,000.00	111.95	3.73%	1,033.74	34.46%	1,966.26	
6760 · Sanitation	2,500.00	403.55	16.14%	1,780.14	71.21%	719.86	
6765 · Sewer	3,000.00	231.04	7.70%	1,973.97	65.80%	1,026.03	
6770 · Electric/Gas	36,000.00	2,902.08	8.06%	23,763.87	66.01%	12,236.13	
6775 · Internet/Phones/Cable	12,000.00	1,423.51	11.86%	9,949.64	82.91%	2,050.36	
Total 6750 · Utilities	56,500.00	5,072.13	8.98%	38,501.36	68.14%	17,998.64	
6800 · Supplies							
6810 · Public Relations/Outreach	13,250.00	0.00	0.00%	7,743.01	58.44%	5,506.99	
6815 · Logo Imprinted Supplies	2,500.00	98.00	3.92%	196.00	7.84%	2,304.00	
6820 · Fire & EMS Expendables	4,000.00	0.00	0.00%	1,995.62	49.89%	2,004.38	
6825 · Office Supplies	4,000.00	97.54	2.44%	936.71	23.42%	3,063.29	
6830 · Janitorial Supplies	4,000.00	386.17	9.65%	2,198.17	54.95%	1,801.83	
6835 · Stations/Buildings Supplies	2,500.00	169.80	6.79%	1,219.92	48.80%	1,280.08	
6840 · Vending Machine Expense	2,000.00	0.00	0.00%	0.00	0.00%	2,000.00	
Total 6800 · Supplies	32,250.00	751.51	2.33%	14,289.43	44.31%	17,960.57	
6850 · Property Improvements							
6855 · Rental Property	1,000.00	0.00	0.00%	0.00	0.00%	1,000.00	
6860 · Stations/Buildings	10,000.00	475.00	4.75%	8,479.03	84.79%	1,520.97	
Total 6850 · Property Improvements	11,000.00	475.00	4.32%	8,479.03	77.08%	2,520.97	
Total Expense	3,498,785.30	244,265.88	6.98%	2,535,020.27	72.45%	950,029.87	
Net Revenue	81,835.70	-225,617.22	-275.70%	699,834.62	855.17%	-397,772.57	

<i>Monthly Expenditures</i>	<i>YTD Expenditures</i>
244,265.88	2,535,020.27

Battlefield Fire Protection District
Transaction Detail By Account
January through September 2020

8:39 AM

10/09/2020

Cash Basis

	Type	Date	Name	Memo	Split	Paid Amount	Balance
4000 - Revenue							
4050 - Miscellaneous Revenue							
	Deposit	01/14/2020	ROY KIRBY	Cobra	1025 - Oakstar - Operating	974.22	974.22
	Deposit	01/21/2020	J Bruce Vanderhoof	Deposit	1025 - Oakstar - Operating	10.00	984.22
	Deposit	01/21/2020		Deposit	1025 - Oakstar - Operating	10.00	994.22
	Deposit	02/04/2020	LexisNexis	incident report	1025 - Oakstar - Operating	10.00	1,004.22
	Deposit	02/04/2020	FIRE FIGHTERS ASSOC. OF MO	overpmt on membership	1025 - Oakstar - Operating	100.00	1,104.22
	Deposit	02/11/2020	CITY OF SPRINGFIELD	Annexations 2020	1025 - Oakstar - Operating	17,308.02	18,412.24
	Deposit	02/11/2020	Debbie Sheehan	In memory of Roy Kirby	1025 - Oakstar - Operating	100.00	18,512.24
	Deposit	02/11/2020	Ozarks Technical Community College	Firefighter class	1025 - Oakstar - Operating	2,743.00	21,255.24
	Deposit	02/11/2020	Greene County Treasurer	Financial tax & interest	1025 - Oakstar - Operating	3.11	21,258.35
	Deposit	02/18/2020	WALTER V. NEWMAN	Roy Kirby fund	1025 - Oakstar - Operating	25.00	21,283.35
	Deposit	02/18/2020	Barry Lawrence County Ambulance District	Roy Kirby fund	1025 - Oakstar - Operating	500.00	21,783.35
	Deposit	03/03/2020	VFIS	Deposit	1025 - Oakstar - Operating	250.00	22,033.35
	Deposit	03/17/2020	Logan-Rogersville Fire Prot. District	EMT refresher C. Wilder	1025 - Oakstar - Operating	100.00	22,133.35
	Deposit	03/17/2020	Vision Service Plan	refund check	1025 - Oakstar - Operating	19.49	22,152.84
	Deposit	03/24/2020	LexisNexis	Deposit	1025 - Oakstar - Operating	10.00	22,162.84
	Deposit	03/24/2020	LexisNexis	Deposit	1025 - Oakstar - Operating	10.00	22,172.84
	Deposit	03/24/2020	United Health Care	Deposit	1025 - Oakstar - Operating	3,350.96	25,523.80
	Deposit	04/21/2020		Roy Kirby fund	1025 - Oakstar - Operating	175.07	25,698.87
	Deposit	04/28/2020	VFIS	Fire damage to dwelling	1025 - Oakstar - Operating	158,352.49	184,051.36
	Deposit	05/26/2020	MO Fire & Ambulance District	2019 WC Audit	1025 - Oakstar - Operating	9,242.00	193,293.36
	Deposit	06/02/2020	VFIS	Claim MOTR20030168	1025 - Oakstar - Operating	250.00	193,543.36
	Deposit	07/14/2020	Ozarks Technical Community College	Deposit	1025 - Oakstar - Operating	2,900.00	196,443.36
	Deposit	08/25/2020	Nixon & Lindstrom	Endoresement return premium delete Loc 4	1025 - Oakstar - Operating	122.00	196,565.36
	Deposit	09/15/2020	LexisNexis	Deposit	1025 - Oakstar - Operating	10.00	196,575.36
	Deposit	09/29/2020	United Health Care	Rebate for 2019	1025 - Oakstar - Operating	6,268.47	202,843.83
Total 4050 - Miscellaneous Revenue						202,843.83	202,843.83
Total 4000 - Revenue						202,843.83	202,843.83
TOTAL						202,843.83	202,843.83



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

September/October 2020

Administration – Chief Moore

- The temporary procedure addressing COVID-19 exposures continues and has been updated.
- The levy was certified by the State of Missouri for 2020.
- We have received one auditor proposal. Deadline is October 16.
- I provided our census for vision and dental insurance. Our health insurance expires in June. The Division Chiefs will be conducting our open enrollment this year and they are in the planning phases of this.
- We are completing the annual evaluation process for all personnel.
- Our Secretary posting closed on the 9th. We received 133 notices of interest on Facebook. Of those, 34 applied. The interview process will begin next week. I anticipate providing a hiring list at the November board meeting.
- We have reviewed the budget proposals from staff. Total proposals were nearly \$34,000 spread across several areas. These have been prioritized and assigned for those approved.
- We have promoted Tim Childs and Brian Rush to Captain. This fills our openings for the positions. We have several that passed this process and are now eligible for out of title pay.

Operations – Deputy Chief Reynolds

- Total calls for September: 144
 - 4 Building fires
 - September 2019 = 263
- Total Calls YTD = 1828
 - YTD Last year = 2348
- Average Response Time for September = 6.19 minutes
 - Average Response Time YTD: 5.73 minutes
 - Target time is 7 minutes
- Turnout time for September = 1:15
 - Turnout time YTD = 1:16
 - Target time is 1:30
- Truck purchase process continues. We have met with several vendors to get ideas on ways to better utilize compartmentation and suit expectations.
- The aerial is still in service. They are ordering a flange for the tip. The nozzle that was installed works; however, it does not meet the specifications of the original build. KME is sending us the parts to make it work.
- We have all completed the physical portions of the health assessment. We are looking forward to the compiled results. Our Health and Wellness Committee has done a great job of coordinating them through this pandemic.
- Budget proposals have been reviewed and purchases will be made with end of year funds in their respective lines.

- Greene County/Springfield 9-1-1 has changed the calls we will be dispatched to effective this week (10/05/2020). We will see an increase in calls for service. At the time of this report we are averaging more than 10 calls per day this week; compared to an average of 5 calls per day the previous week.

Support Services – Division Chief Anderson

- Focused on preparing for the Fire Prevention and Education deliveries.
 - We collaborated with OTC/MSU on building educational videos for schools wishing to remain virtual. These have gotten great feedback thus far.
 - Several schools still requested in person deliveries. The crews are doing a great job accommodating these.
- Attended several meetings for Community Risk Reduction. Notably engaged with the NFPA to continue the relationship with have for the grant process.
- Continuing to work through compliance for medical and worker's compensation file storage. Also working through data collection for workplace injury prevention.
- Crews attended the opening of the inclusive playground at the McBride Park. First formal "PR Event" since COVID started.

Training – Division Chief Burr

- Training hours for September: 2,271 hours
 - YTD = 14,414
 - YTD 2019 = 12,190
- State certification testing is ongoing. We will be hosting opportunities on November 4th and December 2nd.
- We will have members taking Live Fire Instructor in Republic starting the beginning of November.
- We have three members currently taking Fire Officer I class.

Other Important Information – Shifts and Staff

- We have reached out to Mr. Hammit again. No new information.
- We have one person on modified duty. We have another two employees on extended medical leave for a surgery.
- We have stocked up considerably with Personal Protective Equipment through CARES funds. This was part of the Greene County allotment.
- We have individually been approved for just over \$6,000 of CARES funds. This will be used to cover costs of reusable face covering and changing water fountains to bottle refill stations.