

**TRUSTEE MEETING  
PACKET**

**October 10, 2024**

**Bristol Kendall Fire Protection District**  
Trustee's Meeting Agenda  
October 10, 2024 5:00 PM  
103 Beaver Street – Yorkville, IL 60560

1. Call meeting to order and determination of a quorum. President Ken Johnson
2. Pledge of allegiance
3. Approve minutes of the September 12, 2024 regular meeting. As electronically mailed
- 4. Comments from the public.**
5. Present District bills for payment. – Interim Fire Chief Jeremy Messersmith
  - a. approve travel/meal expenses-roll call (1 – Mark Frieders)
  - b. approve District bills - roll call
6. Present payroll for review and approval - roll call
7. Present financial statements for review. Interim Fire Chief Jeremy Messersmith
  - a. Government Accounting
  - b. Sawyer Falduto
8. 2024 Tax Levy Proposal Presentation
9. Fire Marshal Michael Torrence – Report
10. Assistant Chief Ryan Cihak – Report
  - a. Training report
11. Assistant Chief Scott McCarty – Report
  - a. Operations report
12. Interim Fire Chief Jeremy Messersmith
  - a. a Fire Chief report
- 13. Closed session per 5 ILCS 120 / 2 c 1**
  - (1) The appointment, employment, compensations, discipline, performance, or dismissal of specific employees of the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
14. Action taken after closed session
15. Purchases and General Business.
  - a. Approve Foreign Fire Insurance Board Fund Transfer
  - b. Review and Approve Policy 800 – Facility Security
  - c. Review and Approve Policy 803 – Flag Display
  - d. Review and Approve Policy 1100 – Records Management
  - e. Accept and approve resignations - Alex Dunn, Ella Fichtel, and Jack Zabukover
  - f. Approve employment status change – Charles Vasicek
  - g. Discuss and approve Station 2 lighting upgrade
  - h. Review and approve purchase of UTV
  - i. Declare surplus of equipment (Headboards, Workout bench, and Golf cart trailer)
  - j. Discuss and declare surplus Golf cart
  - k. Discuss and declare surplus V bottom boats
  - l. Discuss and declare surplus GMC pickup truck 151
  - m. Discuss and appoint Interim Fire Chief Jeremy Messersmith to Fire Chief

16. Reports from Planning Council.
17. Other business or **comments from public** to come before the Board.
18. Next regular meeting will be on **November 14, 2024** 5:00 PM
19. Adjourn regular board meeting. President Johnson

Posted by: \_\_\_\_\_ Date and time: \_\_\_\_\_

**TRUSTEE MEETING MINUTES  
OF THE  
BRISTOL KENDALL FIRE PROTECTION DISTRICT  
KENDALL COUNTY, ILLINOIS  
HELD IN THE TRAINING ROOM, 2ND FLOOR  
103 E. BEAVER STREET, YORKVILLE, IL 60560  
THURSDAY, SEPTEMBER 12, 2024**

**REGULAR TRUSTEE'S MEETING**

**BOARD PRESIDENT JOHNSON CALLED THE MEETING TO ORDER AT 4:59 P.M. and DETERMINATION OF QUORUM**

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea

Administration present: Interim Fire Chief Jeremy Messersmith, Assistant Chief Scott McCarty, Assistant Chief Ryan Cihak, Fire Marshal Michael Torrence, and Katie Miller (minutes recorder).

Also in attendance was James Howard of Governmental Accounting.

The Pledge of Allegiance was recited.

**APPROVE MINUTES OF THE AUGUST 8, 2024 REGULAR TRUSTEE'S MEETING**

Board President Johnson entertained a motion to approve the August 8, 2024 Regular Trustee's Meeting Minutes. Motion to approve by Trustee Peterson. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

**COMMENTS FROM THE PUBLIC**

N/A

**DISTRICT BILLS**

No Reimbursements.

The Board List of Bills was presented for approval:

Fire - \$35,530.84; EMS - \$73,349.21; Operations - \$45,054.90; Capital - \$75,774.39; Foreign Fire - \$32.62  
Insurance - \$16,086.00; Online ACH payments - \$47,904.71; Memorial - \$0.00  
Total: \$293,732.67

Board President Johnson entertained a motion to approve the District bills. Motion from Trustee Farren and seconded by Board Treasurer Schwartz

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**PAYROLL**

The Payroll Summary Report was presented for a total gross payroll of \$452,368.83 for the month of August 2024 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Trustee Farren and seconded by Board Treasurer Schwartz.

Roll Call

Board President Ken Johnson – yea ; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – nay  
Motion Carried.

**GOVERNMENTAL ACCOUNTING TO DISCUSS THE FINANCIAL REPORT**

James Howard of Governmental Accounting presented his financial report and read it out loud. His report was placed on file.

**FIRE MARSHAL TORRENCE'S REPORT**

Fire Marshal Torrence's report was presented and placed on file.

**ASSISTANT CHIEF CIHAK'S REPORT**

A/C Cihak's report was presented and placed on file.

**ASSISTANT CHIEF MCCARTY'S OPERATION REPORT**

A/C McCarty's report was presented and placed on file.

**INTERIM FIRE CHIEF MESSERSMITH'S REPORT**

Interim Chief Messersmith's Fire Chief report was presented and placed on file.

**PURCHASES AND GENERAL BUSINESS**

**A. Approve IGA with City of Yorkville on Riemenschneider Park**

Interim Chief Messersmith discussed the agreed upon IGA between the City of Yorkville and Bristol Kendall on Riemenschneider Park. Pavers will be updated and new ones will be getting made for those interested.

Board President Johnson entertained a motion to approve the IGA. Motion from Trustee Peterson and seconded by Board Treasurer Schwartz

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**B. Review and Approve St 2 roof bid**

Assistant Chief McCarty reviewed the roof bid documents and asked for approval to start the roof replacement for Station 2. FGM recommended to accept the bid for CPR Roofing out of Rockford.

Board President Johnson entertained a motion to approve the chosen bid for the roof replacement at Station 2. Motion from by Board Treasurer Schwartz and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**C. Review and Approve St 3 roof bid**

Assistant Chief McCarty reviewed the roof bid documents and asked for approval to start the roof replacement for Station 3. FGM recommended to accept the bid for CPR Roofing out of Rockford.

Board President Johnson entertained a motion to approve the chosen bid for the roof replacement at Station 3. Motion from by Board Treasurer Schwartz and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**D. Review and Approve St 1 HVAC bid**

Assistant Chief McCarty reviewed the HVAC bid documents and asked for approval to start the HVAC replacement for Station 1. FGM recommended to accept the bid for R.J. O’Neil.

Board President Johnson entertained a motion to approve the chosen bid for the HVAC replacement at Station 1. Motion from by Trustee Farren and seconded by Trustee Peterson.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**E. Discuss and possible action on Sutphen Ladder Truck**

Interim Chief Messersmith asked for approval to hire a broker to sell the Sutphen Ladder Truck.

Board President Johnson entertained a motion to approve the sale of the Sutphen Ladder Truck. Motion from by Trustee Peterson and seconded by Trustee Farren.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**F. Declare surplus of equipment**

Interim Chief Messersmith asked for approval to declare 3 QRAE four gas monitors and 8 Scotts RIT Bottles as surplus.

Board President Johnson entertained a motion to declare the listed items surplus. Motion from by Board Treasurer Schwartz and seconded by Trustee Peterson.

Roll Call

Board President Ken Johnson – yea; Board Treasurer Marty Schwartz – yea;  
Board Secretary Dr. Gary Schlapp – absent; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea  
Motion Carried.

**G. Discuss and appoint Interim Fire Chief Jeremy Messersmith to Fire Chief**

Interim Chief Messersmith asked the board to postpone this agenda item and will present a list of all accomplishments since October 2023 at the next meeting.

**REPORTS FROM YORKVILLE PLANNING COUNCIL**

Fire Marshal Torrence advised there is a new cannabis dispensary coming to Yorkville.

**OTHER BUSINESS OR COMMENTS FROM THE PUBLIC TO COME BEFORE THE BOARD**

Trustee Darin Peterson requested a flag policy be made detailing the US, IL, POW, and Department flag are only flags to be flown.

**NEXT REGULAR TRUSTEE'S MEETING**

The next Regular Trustee's Meeting is scheduled for October 10, 2024 at 5:00 p.m. at 103 E. Beaver Street, Yorkville, IL 60560.

**ADJOURNMENT**

Board President Johnson entertained a motion to adjourn the Regular Trustee's Meeting. Motion by Board Treasurer Schwartz and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of September 12, 2024 adjourned at 5:58 p.m.

Minutes Approved and Accepted:

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary



# Bristol Kendall Fire Protection District Reimbursement Form



Employee Name: Mark Frieders

### Tuition Section

Class Date From: ~~09/16/2024~~ 09/09/2024      Class Date To: ~~09/19/2024~~ 09/12/2024      Class Cost: \$0.00

Class Name: Sutphen Aerial Training

Class Location: Urbana Ohio

Amount Requested: N/A      Requested From:     Foreign Fire (100%)     Foreign Fire(50%)     Annual Allotment     BKFPD

### Meal Section

Sunday \_\_\_\_\_ Monday \$29.06    Tuesday \$71.53    Wednesday \$71.53    Thursday \$22.77    Friday \_\_\_\_\_ Saturday \_\_\_\_\_

Amount Requested: BK - CC      Requested From:     Foreign Fire     BKFPD

(daily totals should be entered into each day & detailed receipts must be attached to process this reimbursement)

### Lodging Section

Hotel Name: Courtyard - Springfield Ohio

Amount Requested: BK - CC      Requested From:     Foreign Fire     BKFPD

(detailed receipts must be attached to process this reimbursement)

### Mileage Section

Start Mileage: 7,448      End Mileage: 8,308      Total Mileage: 860

Amount Requested: \$576.20      Requested From:     Foreign Fire     BKFPD

(mileage must be figure from Bristol Kendall Fire Station 1)

Date: 9/23/2024      Signature:

Total Requested: \$576.20

Print Form

Reset Form

### Office Use Only

Department Approval    Amount Approved: \_\_\_\_\_       Foreign Fire Board Approval    Amount Approved: \_\_\_\_\_

Allotment Balance: \_\_\_\_\_      Account # (s) \_\_\_\_\_

Date Reimbursed: \_\_\_\_\_      Total Reimbursed: \_\_\_\_\_

**Bristol Kendall Fire Protection District  
Board List of Bills - Fire  
October 2024**

Type	Date	Num	Memo	Account	Amount
<b>Air One Equipment, Inc.</b>					
Bill	10/10/2024	211492	Payer #2002120	5160 · Personal Protective Equipmen	307.00
Bill	10/10/2024	211628	Payer #2002120	5160 · Personal Protective Equipmen	283.00
Bill	10/10/2024	211670	Payer #2002120	5160 · Personal Protective Equipmen	999.00
Bill	10/10/2024	211801	Payer #2002120	5520 · Firefighting Equipment	201.00
Bill	10/10/2024	211869	Payer #2002120	5520 · Firefighting Equipment	420.00
Bill	10/10/2024	211914	Payer #2002120	5160 · Personal Protective Equipmen	574.00
Bill	10/10/2024	212010	Payer #2002120	5160 · Personal Protective Equipmen	1,333.00
Bill	10/10/2024	212124	Payer #2002120	5520 · Firefighting Equipment	2,240.00
Bill	10/10/2024	212125	Payer #2002120	5520 · Firefighting Equipment	2,460.00
Total Air One Equipment, Inc.					8,817.00
<b>Amazon Capital Services</b>					
Bill	10/10/2024	1GG1-...	1GG1-Y9WY-G911	5742 · Public Education Supplies	
Bill	10/10/2024	1GG1-...	1GG1-Y9WY-G911	5165 · Uniforms & Brass	466.45
Bill	10/10/2024	16DN-...	16DN-NL97-FTLP	5165 · Uniforms & Brass	329.59
Bill	10/10/2024	16DN-...	16DN-NL97-FTLP	5510 · Firefighting Supplies	314.59
Bill	10/10/2024	16DN-...	16DN-NL97-FTLP	5742 · Public Education Supplies	
Total Amazon Capital Services					1,110.63
<b>Bold Mfg &amp; Supply</b>					
Bill	10/10/2024	4735	Inv #4735	5520 · Firefighting Equipment	86.32
Total Bold Mfg & Supply					86.32
<b>Brad Manning Ford, Inc</b>					
Bill	10/10/2024	FOCS...	FOCS146749	5564 · R&M Vehicles 103	1,098.67
Total Brad Manning Ford, Inc					1,098.67
<b>Bristol Kendall Firefighters Pension Fund</b>					
Bill	10/10/2024	FY25 ...	Acct #5189-6069	5056 · Pension Fund - Contributor	250,000.00
Total Bristol Kendall Firefighters Pension Fund					250,000.00
<b>Cintas Corporation Loc 344</b>					
Bill	10/10/2024	42046...	Customer #09165 Mechanic Uni...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	10/10/2024	42053...	Customer #09165 Mechanic Uni...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	10/10/2024	42060...	Customer #09165 Mechanic Uni...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	10/10/2024	42067...	Customer #09165 Mechanic Uni...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	10/10/2024	42075...	Customer #09165 Mechanic Uni...	5167 · Uniforms - Mechanic Uniform	73.85
Total Cintas Corporation Loc 344					369.25
<b>Fox Valley Metrology {1}</b>					
Bill	10/10/2024	638671	Invoice #638671	5609 · R&M - Shop Tools	186.46
Total Fox Valley Metrology {1}					186.46

**Bristol Kendall Fire Protection District  
Board List of Bills - Fire  
October 2024**

Type	Date	Num	Memo	Account	Amount
Fox Valley Uniform Bill	10/10/2024	2024-1...	Uniforms	5165 · Uniforms & Brass	1,348.79
Total Fox Valley Uniform					1,348.79
Grainco FS, Inc. Bill	10/10/2024	09302...	Fire Fuel	5625 · Fuel - Vehicles	4,181.40
Total Grainco FS, Inc.					4,181.40
Haigh Solutions, LLC Bill	10/10/2024	2024-50	Inv #2024-50	7999 · Miscellaneous Expenses	1,500.00
Total Haigh Solutions, LLC					1,500.00
Howard Simon & Associates, Inc. Bill	10/10/2024	20241...	Inv #202410115 - Q3 2024	5060 · Payroll Service	375.00
Total Howard Simon & Associates, Inc					375.00
Kendall Printing {1} Bill	10/10/2024	24-0930	Inv #24-0930	5742 · Public Education Supplies	49.00
Total Kendall Printing {1}					49.00
MacQueen Emergency Bill	10/10/2024	P30228	Acct #Brist003	5602 · R&M Vehicles 181	1,335.75
Bill	10/10/2024	P30385	Acct #Brist003	5566 · R&M Vehicles 121	20.90
Bill	10/10/2024	P30425	Acct #Brist003	5602 · R&M Vehicles 181	98.17
Bill	10/10/2024	P30454	Acct #Brist003	5566 · R&M Vehicles 121	1,558.29
Bill	10/10/2024	W04296	Acct #Brist003	5602 · R&M Vehicles 181	642.64
Bill	10/10/2024	P30517	Acct #Brist003	5602 · R&M Vehicles 181	180.71
Bill	10/10/2024	P30542	Acct #Brist003	5602 · R&M Vehicles 181	181.46
Total MacQueen Emergency					4,017.92
Mark Frieders {1} Bill	10/10/2024	10102...	Reimbursement	5690 · Travel / Meeting Expenses	576.20
Total Mark Frieders {1}					576.20
McMaster-Carr Supply Co. {1} Bill	10/10/2024	34129...	Acct #166092300	5608 · R&M Shop Supplies	239.02
Total McMaster-Carr Supply Co. {1}					239.02

**Bristol Kendall Fire Protection District  
Board List of Bills - Fire  
October 2024**

Type	Date	Num	Memo	Account	Amount
<b>Menards - Yorkville</b>					
Bill	10/10/2024	8365	Acct #31640273	5742 · Public Education Supplies	34.99
Bill	10/10/2024	8369	Acct #31640273	5742 · Public Education Supplies	104.85
Bill	10/10/2024	8375	Acct #31640273	5742 · Public Education Supplies	76.64
Bill	10/10/2024	8565	Acct #31640273	5742 · Public Education Supplies	42.95
Bill	10/10/2024	8598	Acct #31640273	5510 · Firefighting Supplies	51.66
Bill	10/10/2024	8908	Acct #31640273	5742 · Public Education Supplies	762.73
Bill	10/10/2024	8996	Acct #31640273	5742 · Public Education Supplies	117.93
Bill	10/10/2024	9133	Acct #31640273	5742 · Public Education Supplies	72.50
Total Menards - Yorkville					1,264.25
<b>Pomp's Tire Service</b>					
Bill	10/10/2024	33021...	Customer #2023772	5592 · R&M Vehicles 156	122.68
Total Pomp's Tire Service					122.68
<b>Steven's Silkscreening &amp; Embroidery, Inc.</b>					
Bill	10/10/2024	23103	Uniforms	5165 · Uniforms & Brass	64.00
Bill	10/10/2024	23115	Uniforms	5165 · Uniforms & Brass	4,592.60
Total Steven's Silkscreening & Embroidery, Inc					4,656.60
<b>Yorkville Ace &amp; Radio Shack</b>					
Bill	10/10/2024	179383	Acct #400521	5742 · Public Education Supplies	87.92
Total Yorkville Ace & Radio Shack					87.92
<b>Yorkville NAPA Auto Parts</b>					
Bill	10/10/2024	374493	Inv #374493	5590 · R&M Vehicles 151	165.41
Bill	10/10/2024	374752	Inv #374752	5590 · R&M Vehicles 151	8.38
Bill	10/10/2024	374832	Inv #374832	5608 · R&M Shop Supplies	46.70
Total Yorkville NAPA Auto Parts					220.49
<b>TOTAL</b>					<b>280,307.60</b>

**Bristol Kendall Fire Protection District  
Board List of Bills - EMS  
October 2024**

Type	Date	Num	Memo	Account	Amount
<b>Air One Equipment, Inc.</b>					
Bill	10/10/2024	211436	Payer #2002120	5160 · Personal Protective Equipment	219.00
<b>Total Air One Equipment, Inc</b>					
					219.00
<b>Airgas Safety Inc.</b>					
Bill	10/10/2024	55100...	Payer #2002120	6270 · Oxygen	512.54
Bill	10/10/2024	55100...	Payer #2002120	6270 · Oxygen	663.59
Bill	10/10/2024	55100...	Payer #2002120	6270 · Oxygen	398.15
<b>Total Airgas Safety Inc</b>					
					1,574.28
<b>Bound Tree Medical, LLC</b>					
Bill	10/10/2024	85489...	Inv #85489783	6265 · Medical Supplies - Non-Reusable	656.92
Bill	10/10/2024	85507...	Inv #85507941	6280 · Medical Equipment	429.99
<b>Total Bound Tree Medical, LLC</b>					
					1,086.91
<b>Bristol Kendall Firefighters Pension Fund</b>					
Bill	10/10/2024	FY25 ...	Acct #6189-6069	5056 · Pension Fund - Contributor	250,000.00
<b>Total Bristol Kendall Firefighters Pension Fund</b>					
					250,000.00
<b>Foster Coach Sales, Inc. {1}</b>					
Bill	10/10/2024	28092	Inv #28092	5579 · R&M Vehicles 142	503.52
Bill	10/10/2024	28126	Inv #28126	5580 · R&M Vehicles 143	34.05
<b>Total Foster Coach Sales, Inc. {1}</b>					
					537.57
<b>Grainco FS, Inc.</b>					
Bill	10/10/2024	09302...	EMS Fuel	5625 · Fuel - Vehicles	0.00
<b>Total Grainco FS, Inc.</b>					
					0.00
<b>HFS Bureau of Fiscal Operations-GEMT</b>					
Bill	10/10/2024	GEMT...	GEMT FY 2024 (7/1/23-6/30/24)	4605 · Response Fees	235,701.75
<b>Total HFS Bureau of Fiscal Operations-GEMT</b>					
					235,701.75
<b>Legacy Fire Apparatus</b>					
Bill	10/10/2024	INV-19...	INV-19528	5580 · R&M Vehicles 143	265.00
<b>Total Legacy Fire Apparatus</b>					
					265.00
<b>McMaster-Carr Supply Co. {1}</b>					
Bill	10/10/2024	33839...	Acct #166092300	5579 · R&M Vehicles 142	130.12
<b>Total McMaster-Carr Supply Co. {1}</b>					
					130.12

**Bristol Kendall Fire Protection District  
Board List of Bills - EMS  
October 2024**

Type	Date	Num	Memo	Account	Amount
<b>Myia Debolt</b>					
Bill	10/10/2024	Reimb...	Reimbursement	5700 · Education - Tuitions	2,917.00
<b>Total Myia Debolt</b>					<u>2,917.00</u>
<b>Paramedic Services of Illinois, Inc</b>					
Bill	10/10/2024	8647	Customer #B041	5012 · Contract Salanes	56,674.73
<b>Total Paramedic Services of Illinois, Inc</b>					<u>56,674.73</u>
<b>Stryker</b>					
Bill	10/10/2024	92072	Acct #20132702	5580 · R&M Vehicles 143	246.00
<b>Total Stryker</b>					<u>246.00</u>
<b>Yorkville NAPA Auto Parts</b>					
Bill	10/10/2024	373440	Inv #373440	5625 · Fuel - Vehicles	98.94
Bill	10/10/2024	374319	Inv #374319	5579 · R&M Vehicles 142	16.14
Bill	10/10/2024	374324	Inv #374324	5625 · Fuel - Vehicles	197.88
<b>Total Yorkville NAPA Auto Parts</b>					<u>312.96</u>
<b>TOTAL</b>					<u><u>549,666.32</u></u>

**Bristol Kendall Fire Protection District  
Board List of Bills - Operations  
October 2024**

Type	Date	Numb	Memo	Account	Amount
<b>Amazon Capital Services</b>					
Bill	10/10/2024	1GG1-...	1GG1-Y9WY-G911	71102 · Cleaning Supplies - 2	29.98
Bill	10/10/2024	1GG1-...	1GG1-Y9WY-G911	5530 · Station Equipment	
Bill	10/10/2024	1GG1-...	1GG1-Y9WY-G911	71001 · Repair & Maintenance - 1	34.79
Bill	10/10/2024	16DN-...	16DN-NL97-FTLP	71101 · Cleaning Supplies - 1	
<b>Total Amazon Capital Services</b>					
					64.77
<b>Artip and Sons, Inc..</b>					
Bill	10/10/2024	212103	Inv #212103	71001 · Repair & Maintenance - 1	614.28
<b>Total Artip and Sons, Inc.</b>					
					614.28
<b>Comcast Business Phones</b>					
Bill	10/10/2024	21715...	Acct #935408824	7060 · Data and Televisior	2,160.36
Bill	10/10/2024	21715...	Acct #935408824	7050 · Telephone	
<b>Total Comcast Business Phones</b>					
					2,160.36
<b>Comcast St 1</b>					
Bill	10/10/2024	09242...	St 1 Cable	70601 · Data and Television - 1	73.87
<b>Total Comcast St 1</b>					
					73.87
<b>CTS of Illinois, Inc.</b>					
Bill	10/10/2024	124850	Service Call	7100 · Repair & Maintenance	520.90
Bill	10/10/2024	124852	Service Call	7100 · Repair & Maintenance	175.00
Bill	10/10/2024	124853	Service Call	7100 · Repair & Maintenance	289.65
Bill	10/10/2024	124856	Service Call	70703 · Alarm Monitoring - 3	285.00
Bill	10/10/2024	124895	Service Call	70702 · Alarm Monitoring - 2	487.64
Bill	10/10/2024	124896	Service Call	70701 · Alarm and Monitoring - 1	335.66
<b>Total CTS of Illinois, Inc.</b>					
					2,093.85
<b>Governmental Accounting, LLC</b>					
Bill	10/10/2024	2597	Accounting Services	5130 · Legal & Accounting	2,850.00
<b>Total Governmental Accounting, LLC</b>					
					2,850.00
<b>Grainco FS, Inc.</b>					
Bill	10/10/2024	09302...	ID #1090437	5625 · Fuel - Vehicles	
Bill	10/10/2024	09302...	ID #1090437	7100 · Repair & Maintenance	
Bill	10/10/2024	09302...	ID #1090437	56301 · Fuel - Generator - 1	
<b>Total Grainco FS, Inc.</b>					
					0.00

**Bristol Kendall Fire Protection District  
Board List of Bills - Operations  
October 2024**

Type	Date	Num	Memo	Account	Amount
<b>Menards - Yorkville</b>					
Bill	10/10/2024	7614	Acct #31640273	5135 - Station Supplies	22.99
Bill	10/10/2024	7675	Acct #31640273	71102 - Cleaning Supplies - 2	110.55
Bill	10/10/2024	7879	Acct #31640273	71103 - Cleaning Supplies - 3	147.91
Bill	10/10/2024	7945	Acct #31640273	51352 - Station Supplies - 2	19.47
Bill	10/10/2024	7987	Acct #31640273	71101 - Cleaning Supplies - 1	88.86
Bill	10/10/2024	8501	Acct #31640273	71003 - Repair & Maintenance - 3	13.84
Bill	10/10/2024	6824	Acct #31640273	71003 - Repair & Maintenance - 3	51.84
Bill	10/10/2024	9137	Acct #31640273	71002 - Repair & Maintenance - 2	7.78
Bill	10/10/2024	9149	Acct #31640273	55352 - Station Furnishings - 2	91.96
Bill	10/10/2024	9258	Acct #31640273	51352 - Station Supplies - 2	99.96
Bill	10/10/2024	9362	Acct #31640273	71101 - Cleaning Supplies - 1	203.07
<b>Total Menards - Yorkville</b>					<b>858.23</b>
<b>Metronet</b>					
Bill	10/10/2024	09222...	Acct #2122171	70501 - Telephone - 1	1,875.39
Bill	10/10/2024	09282...	Acct #22122192	70503 - Telephone - 3	680.68
<b>Total Metronet</b>					<b>2,556.07</b>
<b>Morris Hospital &amp; Healthcare Centers</b>					
Bill	10/10/2024	00028...	Acct BRISTOLFD - Physicals	7250 - Employee Testing & Vaccinations	152.00
Bill	10/10/2024	00029...	Acct BRISTOLFD - Physicals	7250 - Employee Testing & Vaccinations	1,345.80
Bill	10/10/2024	00029...	Acct BRISTOLFD - Physicals	7250 - Employee Testing & Vaccinations	1,222.60
<b>Total Morris Hospital &amp; Healthcare Centers</b>					<b>2,720.40</b>
<b>Office Depot</b>					
Bill	10/10/2024	38559...	Acct #35908052	51351 - Station Supplies - 1	268.29
<b>Total Office Depot</b>					<b>268.29</b>
<b>Ottosen Dinolfo Hasenbalg &amp; Castaldo, Ltd</b>					
Bill	10/10/2024	9080	For Professional Services Rende..	5130 - Legal & Accounting	792.50
<b>Total Ottosen Dinolfo Hasenbalg &amp; Castaldo, Ltd</b>					<b>792.50</b>
<b>Paul L Buddy Plumbing &amp; Heating {}</b>					
Bill	10/10/2024	330233	Inv #330233	71001 - Repair & Maintenance - 1	516.00
<b>Total Paul L Buddy Plumbing &amp; Heating {}</b>					<b>516.00</b>
<b>Pitney Bowes, Inc.</b>					
Bill	10/10/2024	10012...	Acct #8000-9090-0937-7099	5145 - Postage/Shipping	100.00
<b>Total Pitney Bowes, Inc</b>					<b>100.00</b>

**Bristol Kendall Fire Protection District  
Board List of Bills - Operations  
October 2024**

Type	Date	Num	Memo	Account	Amount
Ricoch USA, Inc Bill	10/10/2024	10863...	Customer #1335553-33629488...	7120 - Copy / Fax Lease	73.79
Total Ricoch USA, Inc					73.79
Unique Products & Service Corp. Bill	10/10/2024	472564	Customer Acct BRIST100	71101 - Cleaning Supplies - 1	237.51
Total Unique Products & Service Corp					237.51
Yorkville-Bristol Sanitary District Bill	10/10/2024	10354...	Account #50-0	70301 - Sewer & Water - 1	476.00
Bill	10/10/2024	57887...	Account #379-0	70302 - Sewer & Water - 2	292.00
Bill	10/10/2024	62025...	Account #412-0	70303 - Sewer & Water - 3	278.00
Total Yorkville-Bristol Sanitary District					1,046.00
<b>TOTAL</b>					<b>17,025.92</b>

**Bristol Kendall Fire Protection District  
Board List of Bills - Capital  
October 2024**

Type	Date	Num	Memo	Account	Amount
Air One Equipment, Inc. Bill	10/10/2024	212126	Payer #2002120	8538 - Equipment Purchases over \$5,000	10,958.00
Total Air One Equipment, Inc.					10,958.00
Equipment Management Company Bill	10/10/2024	64493	Inv #64493	8538 - Equipment Purchases over \$5,000	66,130.00
Total Equipment Management Company					66,130.00
FGM Architects, Inc. Bill	10/10/2024	24-4076.01-2	Inv #24-4076.01-2	7410 - General Construction Expenses	13,200.00
Bill	10/10/2024	24-4077.01-2	Inv #24-4077.01-2	7410 - General Construction Expenses	10,400.00
Total FGM Architects, Inc.					23,600.00
First National Bank Omaha Bill	10/10/2024	20089961	Loan #20089961 - New Eng Pay..	8010 - Debt Service	148,413.75
Total First National Bank Omaha					148,413.75
Ward Diesel Filter Systems, Inc. {1} Bill	10/10/2024	7221	#141	8525 - Apparatus	10,802.00
Total Ward Diesel Filter Systems, Inc. {1}					10,802.00
<b>TOTAL</b>					<b>259,903.75</b>

**Bristol Kendall Fire Protection District  
Board List of Bills - Foreign Fire**

October 2024

Type	Date	Num	Memo	Account	Amount
Menards - Yorkville Bill	10/10/2024	8817	Acct #31640273	55351 - Station Furnishings - 1	196.40
Total Menards - Yorkville					196.40
<b>TOTAL</b>					<b>196.40</b>

**Bristol Kendall Fire Protection District  
Board List of Bills - Insurance**

October 2024

Type	Date	Num	Memo	Account	Amount
Illinois Public Risk Fund Bill	10/10/2024	91741	Acct #588-000000 - W/C Premi...	7750 · Workmens Compensation Insurance	16,086.00
Total Illinois Public Risk Fund					16,086.00
<b>TOTAL</b>					<b>16,086.00</b>

2:46 PM

10/04/24

Accrual Basis

**Bristol Kendall Fire Protection District**  
**Board List of Bills**  
 September 2024

Type	Date	Num	Memo	Account	Amount
<b>AFLAC</b>					
General Journal	09/30/2024	AP	Online Payments	3123 · Aflac	4,611.44
Total AFLAC					4,611.44
<b>AT&amp;T</b>					
General Journal	09/30/2024	AP	Online Payments	70501 · Telephone - 1	1,378.71
Total AT&T					1,378.71
<b>Blue Cross Blue Shield {1}</b>					
General Journal	09/30/2024	AP	Online Payments	7740 · Health Insurance	33,945.31
Total Blue Cross Blue Shield {1}					33,945.31
<b>Cinergy Metronet</b>					
General Journal	09/30/2024	AP	Online Payments	70501 · Telephone - 1	834.37
Total Cinergy Metronet					834.37
<b>ComEd St 1</b>					
General Journal	09/30/2024	AP	Online Payments	70101 · Electric - 1	2,594.51
Total ComEd St 1					2,594.51
<b>ComEd St 2</b>					
General Journal	09/30/2024	AP	Online Payments	70102 · Electric - 2	1,049.85
Total ComEd St 2					1,049.85
<b>ComEd St 3</b>					
General Journal	09/30/2024	AP	Online Payments	70103 · Electric - 3	1,181.41
Total ComEd St 3					1,181.41
<b>Nicor Gas</b>					
General Journal	09/30/2024	AP	Online Payments	70201 · Gas - 1	266.27
Total Nicor Gas					266.27
<b>Nicor St 2</b>					
General Journal	09/30/2024	AP	Online Payments	70202 · Gas - 2	116.81
Total Nicor St 2					116.81
<b>Nicor St 3</b>					
General Journal	09/30/2024	AP	Online Payments	70203 · Gas - 3	242.24
Total Nicor St 3					242.24

**Bristol Kendall Fire Protection District  
Board List of Bills  
September 2024**

Type	Date	Num	Memo	Account	Amount
<b>Paylocity</b>					
General Journal	09/30/2024	AP	Online Payments	5060 · Payroll Service	420.81
Total Paylocity					420.81
<b>Principal Life Insurance Company</b>					
General Journal	09/30/2024	AP	Online Payments	7740 · Health Insurance	3,292.40
Total Principal Life Insurance Company					3,292.40
<b>Transamerica - VEBA</b>					
General Journal	09/30/2024	AP	Online Payments	7740 · Health Insurance	802.18
Total Transamerica - VEBA					802.18
<b>Wex Bank</b>					
General Journal	09/30/2024	AP	Online Payments	5625 · Fuel - Vehicles	1,295.47
Total Wex Bank					1,295.47
<b>TOTAL</b>					<b>52,031.78</b>

Bristol Kendall Fire Protection District  
 General Journal Transaction  
 September 5, 2024

Num	Name	Memo	Account	Class	Debit	Credit
Payroll						
		Chief Officers ...	5030 · Chief Officers...	01 - Fire	11,113.10	
		Chief Officers ...	5030 · Chief Officers...	03 - EMS	11,113.09	
		Officer Comp...	5020 · Officer Comp...	01 - Fire	0.00	
		Loss Preventi...	5020 · Officer Comp...	03 - EMS	0.00	
		REG	5010 · Full Time Sal...	01 - Fire	45,636.55	
		REG	5010 · Full Time Sal...	03 - EMS	45,636.54	
		Retension Bo...	5010 · Full Time Sal...	01 - Fire	0.00	
		Retension Bo...	5010 · Full Time Sal...	03 - EMS	0.00	
		Retro Bonus	5010 · Full Time Sal...	01 - Fire	0.00	
		Retro Bonus	5010 · Full Time Sal...	03 - EMS	0.00	
		Insurance Opt...	5010 · Full Time Sal...	01 - Fire	651.33	
		Insurance Opt...	5010 · Full Time Sal...	03 - EMS	651.33	
		EMSC	5023 · CPR - Instruc...	03 - EMS	0.00	
		SCBA	5036 · Rescue Task...	01 - Fire	0.00	
		WATER	5041 · Swift Water ...	01 - Fire	0.00	
		OT	5010 · Full Time Sal...	01 - Fire	7,007.93	
		OT	5010 · Full Time Sal...	03 - EMS	7,007.93	
		40FF	5010 · Full Time Sal...	01 - Fire	0.00	
		40FF	5010 · Full Time Sal...	03 - EMS	0.00	
		7G	5010 · Full Time Sal...	01 - Fire	510.72	
		7G	5010 · Full Time Sal...	03 - EMS	510.72	
		AL	5010 · Full Time Sal...	01 - Fire	175.00	
		AL	5010 · Full Time Sal...	03 - EMS	175.00	
		Holiday	5010 · Full Time Sal...	01 - Fire	0.00	
		Holiday	5010 · Full Time Sal...	03 - EMS	0.00	
		CUSAR	5010 · Full Time Sal...	01 - Fire	0.00	
		CUSAR	5010 · Full Time Sal...	03 - EMS	0.00	
		CHOL	5010 · Full Time Sal...	01 - Fire	0.00	
		CHOL	5010 · Full Time Sal...	03 - EMS	0.00	
		FFCSS	5010 · Full Time Sal...	01 - Fire	0.00	
		Mechanic Co...	5042 · Mechanic Co...	01 - Fire	3,802.64	
		Physical	5025 · Part Time Co...	01 - Fire	0.00	
		Paid on Call ...	5025 · Part Time Co...	01 - Fire	0.00	
		Part Time Co...	5025 · Part Time Co...	01 - Fire	10,036.51	
		Part Time Co...	5025 · Part Time Co...	03 - EMS	10,036.50	
		Training Offic...	5022 · Training Offic...	01 - Fire	0.00	
		Pub Ed	5038 · Public Educa...	01 - Fire	0.00	
		TRT	5037 · Technical Re...	01 - Fire	0.00	
		IT	5010 · Full Time Sal...	01 - Fire	0.00	
		IT	5010 · Full Time Sal...	03 - EMS	0.00	
		Sick/Vacation...	5010 · Full Time Sal...	01 - Fire	0.00	
		Sick/Vacation...	5010 · Full Time Sal...	03 - EMS	0.00	
		CPR Compen...	5023 · CPR - Instruc...	01 - Fire	0.00	
		Sick	5025 · Part Time Co...	01 - Fire	0.00	
		Sick	5025 · Part Time Co...	03 - EMS	2,145.65	
		Holiday	5025 · Part Time Co...	01 - Fire	0.00	
		Vacation	5025 · Part Time Co...	01 - Fire	0.00	
		Vacation	5025 · Part Time Co...	03 - EMS	3,142.03	
		1099	5030 · Chief Officers...	01 - Fire	0.00	
		COMP	5025 · Part Time Co...	01 - Fire	0.00	
		COMP	5010 · Full Time Sal...	01 - Fire	0.00	
		COMP	5010 · Full Time Sal...	03 - EMS	1,615.30	

**Bristol Kendall Fire Protection District  
General Journal Transaction  
September 5, 2024**

Num	Name	Memo	Account	Class	Debit	Credit
		COMP	5042 · Mechanic Co...	01 - Fire	0.00	
		FIRE	5039 · Fire Investiga...	01 - Fire	0.00	
		401K	3127 · PX401	01 - Fire	0.00	
		457	3122 · 457 EE Pretax	01 - Fire		1,004.46
		457B	3122 · 457 EE Pretax	01 - Fire		6,363.25
		457LI	3122 · 457 EE Pretax	01 - Fire		418.30
		457R	3122 · 457 EE Pretax	01 - Fire		4,602.25
		Aflac	3123 · Aflac	01 - Fire		759.84
		Aflac	3123 · Aflac	01 - Fire		1,438.71
		Garnishments	3124 · GPS Garnish...	01 - Fire	0.00	
		IMRF	3126 · IMRF	01 - Fire		397.29
		IMRF	3126 · IMRF	01 - Fire		397.28
		Medical	3126 · IMRF	01 - Fire		3,319.39
		Pension	3125 · Health	01 - Fire		
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	3121 · 414h Pension	01 - Fire		9,103.66
		Medicare	3128 · EE Social Se...	01 - Fire		2,293.98
		Social Security	3128 · EE Social Se...	01 - Fire		3,326.28
		Fed Income T...	3129 · Federal Inco...	01 - Fire		16,564.23
		IL Income Tax	3130 · IL Income Tax	01 - Fire		7,021.69
		Garnishments	3124 · GPS Garnish...	01 - Fire		16,564.23
		Direct Deposit...	1111 · Chk - Fire	01 - Fire	0.00	
		Direct Deposit...	1111 · Chk - Fire	01 - Fire		51,943.98
		Medicare	3128 · EE Social Se...	01 - Fire	2,293.98	
		Social Security	3128 · EE Social Se...	01 - Fire	3,326.28	
		Fed Income T...	3129 · Federal Inco...	01 - Fire	16,564.23	
		IL Income Tax	3130 · IL Income Tax	01 - Fire	7,021.69	
		ER Med	5065 · Social Securi...	01 - Fire	2,293.98	
		ER SS	5065 · Social Securi...	01 - Fire	3,326.28	
		Tax Liability	1111 · Chk - Fire	01 - Fire		34,826.42
		Pension	3121 · 414h Pension	01 - Fire	9,103.66	
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	1111 · Chk - Fire	01 - Fire		23,770.43
		Chief Officer ...	5030 · Chief Officers...	01 - Fire	0.00	
		Chief Officer ...	5030 · Chief Officers...	03 - EMS	0.00	
		HSA Vision 457	3122 · 457 EE Pretax	01 - Fire	12,852.89	
		VEBA	7740 · Health Insura...	01 - Fire		401.09
					219,896.51	219,896.51
					219,896.51	219,896.51

**TOTAL**

Bristol Kendall Fire Protection District  
General Journal Transaction  
September 19, 2024

Num	Name	Memo	Account	Class	Debit	Credit
Payroll						
		Chief Officers ...	5030 · Chief Officers...	01 - Fire	11,113.10	
		Chief Officers ...	5030 · Chief Officers...	03 - EMS	11,113.09	
		Officer Comp...	5020 · Officer Comp...	01 - Fire	0.00	
		Loss Preventi...	5020 · Officer Comp...	03 - EMS	0.00	
		REG	5010 · Full Time Sal...	01 - Fire	49,503.61	
		REG	5010 · Full Time Sal...	03 - EMS	49,503.61	
		Retension Bo...	5010 · Full Time Sal...	01 - Fire	0.00	
		Retension Bo...	5010 · Full Time Sal...	03 - EMS	0.00	
		Retro Bonus	5010 · Full Time Sal...	01 - Fire	0.00	
		Retro Bonus	5010 · Full Time Sal...	03 - EMS	0.00	
		Insurance Opt...	5010 · Full Time Sal...	01 - Fire	723.70	
		Insurance Opt...	5010 · Full Time Sal...	03 - EMS	723.70	
		EMSC	5023 · CPR - Instruc...	03 - EMS	0.00	
		SCBA	5036 · Rescue Task...	01 - Fire	0.00	
		WATER	5041 · Swift Water ...	01 - Fire	0.00	
		OT	5010 · Full Time Sal...	01 - Fire	5,593.58	
		40FF	5010 · Full Time Sal...	03 - EMS	5,593.57	
		40FF	5010 · Full Time Sal...	01 - Fire	0.00	
		7G	5010 · Full Time Sal...	03 - EMS	0.00	
		7G	5010 · Full Time Sal...	01 - Fire	706.23	
		AL	5010 · Full Time Sal...	03 - EMS	706.23	
		AL	5010 · Full Time Sal...	01 - Fire	231.00	
		Holiday	5010 · Full Time Sal...	03 - EMS	231.00	
		Holiday	5010 · Full Time Sal...	01 - Fire	1,534.39	
		CUSAR	5010 · Full Time Sal...	03 - EMS	1,534.38	
		CHOL	5010 · Full Time Sal...	01 - Fire	0.00	
		FFCSS	5010 · Full Time Sal...	01 - Fire	0.00	
		Mechanic Co...	5042 · Mechanic Co...	01 - Fire	3,802.64	
		Physical	5025 · Part Time Co...	01 - Fire	0.00	
		Paid on Call ...	5025 · Part Time Co...	01 - Fire	0.00	
		Part Time Co...	5025 · Part Time Co...	01 - Fire	10,730.50	
		Part Time Co...	5025 · Part Time Co...	03 - EMS	10,730.50	
		Training Offic...	5022 · Training Offic...	01 - Fire	0.00	
		Pub Ed	5038 · Public Educa...	01 - Fire	0.00	
		TRT	5037 · Technical Re...	01 - Fire	0.00	
		IT	5010 · Full Time Sal...	01 - Fire	0.00	
		IT	5010 · Full Time Sal...	03 - EMS	0.00	
		Sick/Vacation...	5010 · Full Time Sal...	01 - Fire	0.00	
		Sick/Vacation...	5010 · Full Time Sal...	03 - EMS	0.00	
		CPR Compen...	5023 · CPR - Instruc...	01 - Fire	0.00	
		Sick	5025 · Part Time Co...	01 - Fire	1,311.38	
		Sick	5025 · Part Time Co...	03 - EMS	1,311.38	
		Holiday	5025 · Part Time Co...	01 - Fire	1,998.00	
		Vacation	5025 · Part Time Co...	01 - Fire	2,630.57	
		Vacation	5030 · Chief Officers...	01 - Fire	0.00	
		1099	5025 · Part Time Co...	01 - Fire	0.00	
		COMP	5010 · Full Time Sal...	01 - Fire	0.00	
		COMP	5010 · Full Time Sal...	03 - EMS	851.12	

**Bristol Kendall Fire Protection District  
General Journal Transaction  
September 19, 2024**

Num	Name	Memo	Account	Class	Debit	Credit
		COMP	5042 · Mechanic Co...	01 - Fire		
		FIRE	5039 · Fire Investiga...	01 - Fire	0.00	
		401K	3127 · PX401	01 - Fire	0.00	
		457	3122 · 457 EE Pretax	01 - Fire		1,004.46
		457B	3122 · 457 EE Pretax	01 - Fire		291.56
		457LI	3122 · 457 EE Pretax	01 - Fire		418.30
		457R	3122 · 457 EE Pretax	01 - Fire		293.68
		Aflac	3123 · Aflac	01 - Fire		759.84
		Aflac	3123 · Aflac	01 - Fire		1,438.71
		Garnishments	3124 · GPS Garnish...	01 - Fire	0.00	
		IMRF	3126 · IMRF	01 - Fire		397.29
		IMRF	3126 · IMRF	01 - Fire		397.28
		Medical	3125 · Health	01 - Fire		3,319.69
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	3121 · 414h Pension	01 - Fire		9,709.25
		Medicare	3128 · EE Social Se...	01 - Fire		2,425.40
		Social Security	3128 · EE Social Se...	01 - Fire		3,433.30
		Fed Income T...	3129 · Federal Inco...	01 - Fire		18,167.87
		IL Income Tax	3130 · IL Income Tax	01 - Fire		7,730.31
		Garnishments	3124 · GPS Garnish...	01 - Fire	0.00	
		Direct Deposit...	1111 · Chk - Fire	01 - Fire		59,779.84
		Direct Deposit...	1111 · Chk - Fire	01 - Fire		59,779.84
		Medicare	3128 · EE Social Se...	01 - Fire	2,425.40	
		Social Security	3128 · EE Social Se...	01 - Fire	3,433.30	
		Fed Income T...	3129 · Federal Inco...	01 - Fire	18,167.87	
		IL Income Tax	3130 · IL Income Tax	01 - Fire	7,730.31	
		ER Med	5065 · Social Securi...	01 - Fire	2,425.40	
		ER SS	5065 · Social Securi...	01 - Fire	3,433.30	
		Tax Liability	1111 · Chk - Fire	01 - Fire		37,606.63
		Pension	3121 · 414h Pension	01 - Fire	9,709.25	
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	1111 · Chk - Fire	01 - Fire		14,611.46
		Chief Officer ...	5030 · Chief Officers...	01 - Fire	0.00	
		Chief Officer ...	5030 · Chief Officers...	03 - EMS	0.00	
		HSA Vision 457	3122 · 457 EE Pretax	01 - Fire	2,463.69	
		VEBA	7740 · Health Insura...	01 - Fire		401.09
					221,965.80	221,965.80
					221,965.80	221,965.80

**TOTAL**

# Financial Report

For the 5 Month(s) Ended September 30, 2024  
FISCAL YEAR 2025



**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**

Budget vs. Actual Summary  
For the 5 Month(s) Ended September 30, 2024

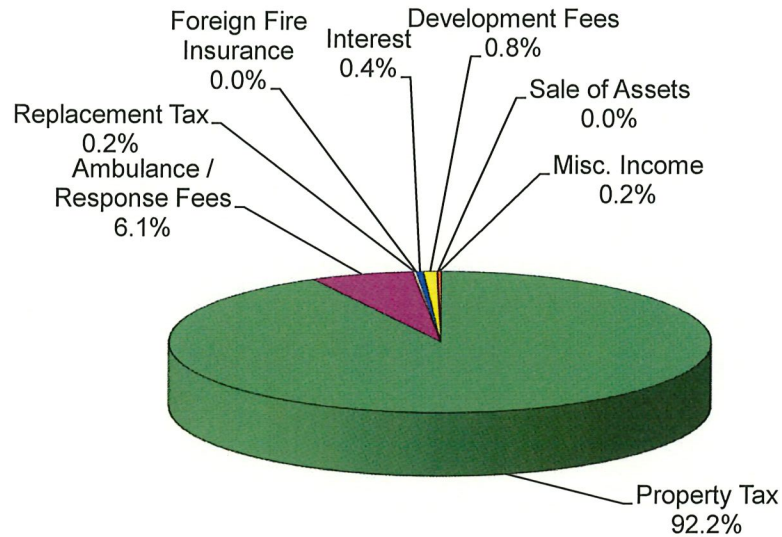
42% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>			
Property Tax	7,993,329	8,144,000	98.1%
Ambulance / Response Fees	530,047	1,065,000	49.8%
Replacement Tax	15,345	65,000	23.6%
Foreign Fire Insurance	-	60,000	0.0%
Interest	36,909	125,000	29.5%
Development Fees	69,750	125,000	55.8%
Donations	-	-	0.0%
Plan Review / CPR /Report Fees	4,857	15,000	32.4%
Sale of Assets	-	-	0.0%
Misc. Income	17,467	-	0.0%
Transfer From Fund	-	973,830	0.0%
Loan Proceeds	-	-	0.0%
Grants	1,296	15,000	8.6%
Actual Revenues	<u>8,861,768</u>	<u>10,587,830</u>	<u>83.7%</u>
Budgeted Revenues	<u>10,587,830</u>		
% Diff	84%		
<b>EXPENDITURES</b>			
Personnel	2,259,199	6,737,500	33.5%
Pension Fund Contribution	-	500,000	0.0%
Equipment	84,842	183,000	46.4%
R&M	159,738	474,920	33.6%
Administrative	196,142	763,850	25.7%
Medical Supplies	17,356	50,000	34.7%
Utilities	63,399	153,500	41.3%
Insurance	141,958	350,000	40.6%
Foreign Fire	4,346	-	0.0%
Memorial Expense	782	-	0.0%
Actual Expenditures	<u>2,927,763</u>	<u>9,212,770</u>	<u>31.8%</u>
Budgeted Expenditures	<u>9,212,770</u>		
% Diff	32%		
<b>SURPLUS / (DEFICIT) FROM OPERATIONS</b>	<u>5,934,004</u>	<u>1,375,060</u>	<u>431.5%</u>
<b>CAPITAL EXPENDITURES</b>			
Capital Projects	828,826	3,605,500	23.0%
Debt Service	-	140,000	0.0%
Transfer To Funds	-	973,830	0.0%
Actual Expenditures	<u>828,826</u>	<u>4,719,330</u>	<u>17.6%</u>
Budgeted Expenditures	<u>4,719,330</u>		
% Diff	18%		
<b>TOTAL SURPLUS / (DEFICIT)</b>	<u>5,105,179</u>	<u>(3,344,270)</u>	<u>-152.7%</u>
BEGINNING FUND BALANCE	9,631,525		
ENDING FUND BALANCE	<u>14,736,704</u>		

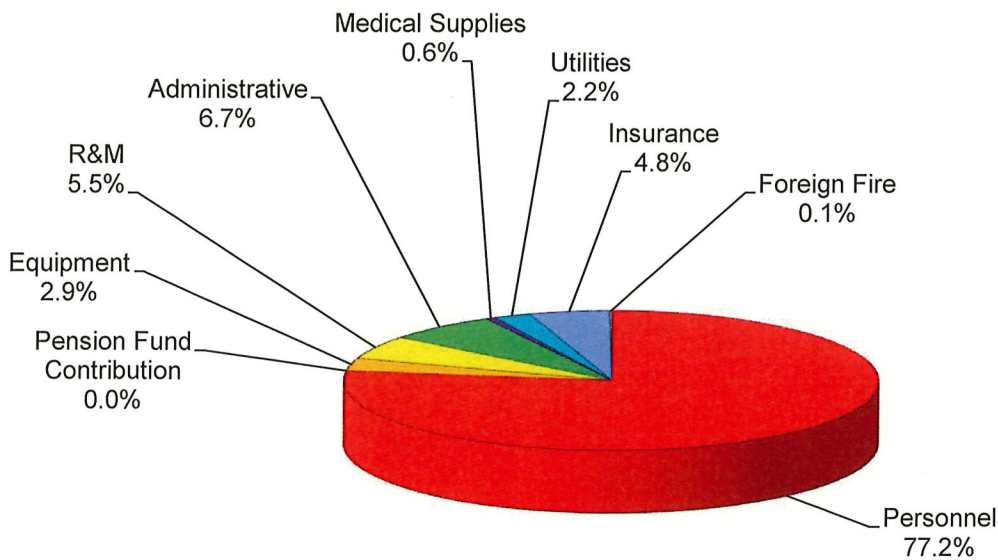
# BRISTOL-KENDALL FIRE PROTECTION DISTRICT

Budget vs. Actual Summary  
For the 5 Month(s) Ended September 30, 2024

## Revenue Distribution

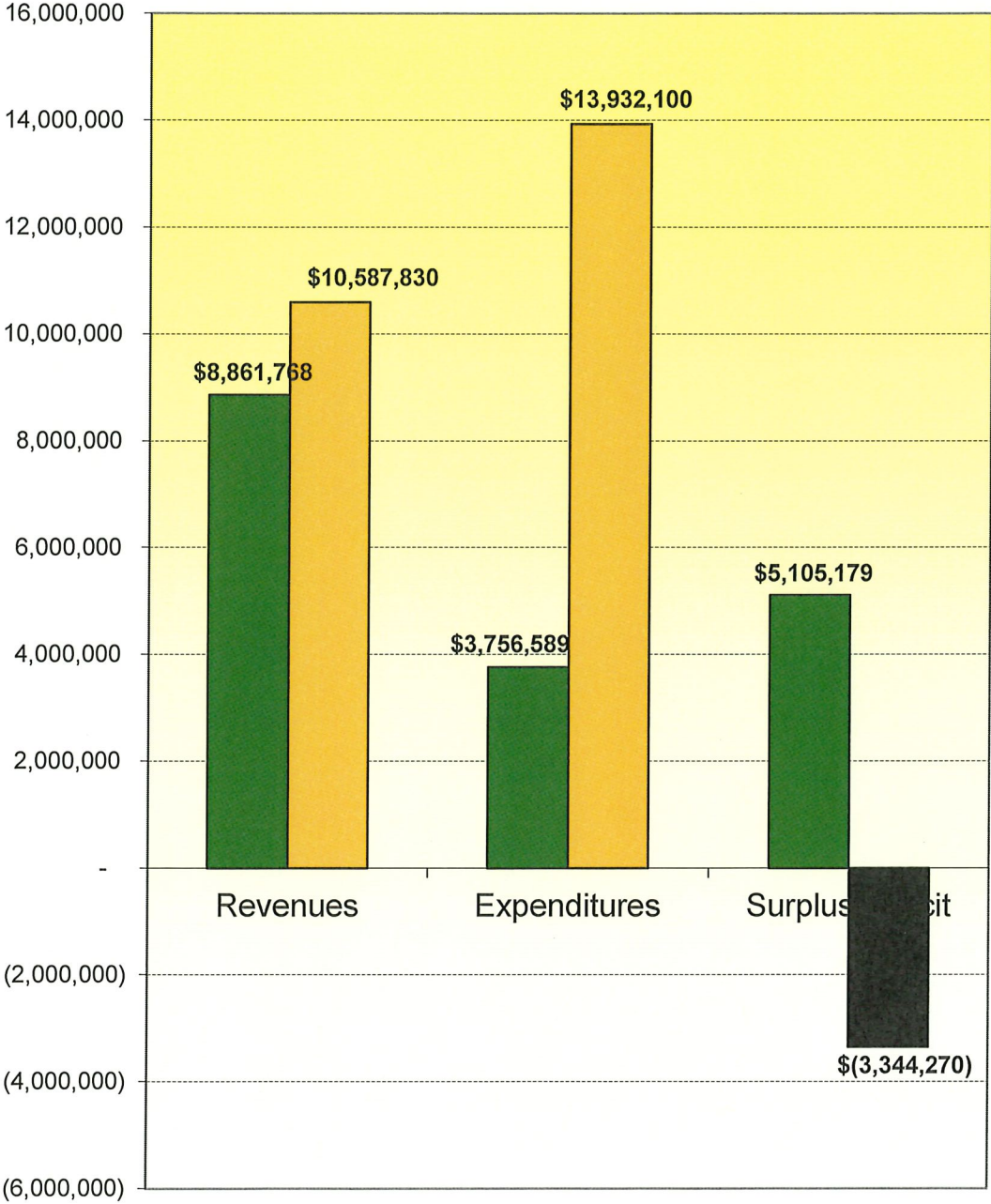


## Operational Expenditure Distribution



**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**

Budget vs. Actual Summary  
 For the 5 Month(s) Ended September 30, 2024



■ YTD      ■ Budget

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
 Budget vs. Actual Summary  
 For the 5 Month(s) Ended September 30, 2024

42% of Fiscal Year

Account Description	Fire	EMS	Insurance	Operations	FFIB	Capital	Memorial	Total Actual	Total Budget	% of Budget
<b>REVENUE</b>										
Property Tax	4,077,901	3,629,771	285,658	-	-	-	-	7,993,329	8,144,000	98%
Ambulance / Response Fees	11,879	518,168	-	-	-	-	-	530,047	1,065,000	50%
Pension Fund Contributions	-	-	-	-	-	-	-	-	-	0%
Replacement Tax	15,345	-	-	-	-	-	-	15,345	65,000	24%
Foreign Fire Insurance	-	-	-	-	-	-	-	-	60,000	0%
Interest	29,973	2,218	-	-	1,254	3,397	67	36,909	125,000	30%
Unrealized Gain/Loss	168,169	-	-	-	-	24,599	-	192,768	-	0%
Development Fees	69,750	-	-	-	-	-	-	69,750	125,000	56%
Health Insurance WH	-	-	-	-	-	-	-	-	-	0%
Employee Pension Contribution	-	-	-	-	-	-	-	-	-	0%
IITF Reimbursement	-	-	-	-	-	-	-	-	-	0%
Donations	-	-	-	-	-	-	-	-	-	0%
Plan Review / CPR /Report Fees	4,857	-	-	-	-	-	-	4,857	15,000	32%
Sale of Assets	-	-	-	-	-	-	-	-	-	0%
Transfer From Fund	-	-	-	-	-	-	-	-	973,830	0%
Loan Proceeds	-	-	-	-	-	-	-	-	-	0%
Grants	1,296	-	-	-	-	-	-	1,296	15,000	9%
Misc. Income	17,042	-	-	-	425	-	-	17,467	-	0%
<b>Actual Revenues</b>	<b>4,396,211</b>	<b>4,150,157</b>	<b>285,658</b>	<b>-</b>	<b>1,679</b>	<b>27,996</b>	<b>67</b>	<b>8,861,768</b>	<b>10,587,830</b>	<b>84%</b>
<b>Budgeted Revenues</b>	<b>4,149,000</b>	<b>4,847,000</b>	<b>371,700</b>	<b>758,900</b>	<b>60,000</b>	<b>401,230</b>	<b>-</b>	<b>10,587,830</b>		
<b>% Diff</b>	<b>106%</b>	<b>86%</b>	<b>77%</b>	<b>0%</b>	<b>3%</b>	<b>7%</b>	<b>0%</b>	<b>84%</b>		
<b>OPERATING EXPENDITURES</b>										
Personnel	1,120,514	1,138,685	-	-	-	-	-	2,259,199	6,737,500	34%
Pension Fund Contribution	-	-	-	-	-	-	-	-	500,000	0%
Equipment	43,889	10,127	-	1,306	-	29,520	-	84,842	183,000	46%
R&M	95,481	29,801	-	34,328	-	128	-	159,738	474,920	34%
Administrative	75,994	3,671	7,750	108,727	-	-	-	196,142	763,850	26%
Medical Supplies	-	17,356	-	-	-	-	-	17,356	50,000	35%
Utilities	-	-	-	63,399	-	-	-	63,399	153,500	41%
Insurance	-	-	141,958	-	-	-	-	141,958	350,000	41%
Foreign Fire	-	-	-	-	4,346	-	-	4,346	-	0%
Memorial Expense	-	-	-	-	-	-	782	782	-	0%
<b>Actual Expenditures</b>	<b>1,335,879</b>	<b>1,199,640</b>	<b>149,708</b>	<b>207,760</b>	<b>4,346</b>	<b>29,648</b>	<b>782</b>	<b>2,927,763</b>	<b>9,212,770</b>	<b>32%</b>
<b>Budgeted Expenditures</b>	<b>3,678,460</b>	<b>4,343,710</b>	<b>371,700</b>	<b>758,900</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>9,212,770</b>		
<b>% Diff</b>	<b>36%</b>	<b>28%</b>	<b>40%</b>	<b>27%</b>	<b>7%</b>	<b>0%</b>	<b>0%</b>	<b>32%</b>		
<b>SURPLUS / (DEFICIT)</b>										
	3,060,332	2,950,517	135,950	(207,760)	(2,667)	(1,652)	(715)	5,934,004	1,375,060	432%
<b>CAPITAL EXPENDITURES</b>										
Capital Projects	-	-	-	-	-	828,826	-	828,826	3,605,500	23%
Debt Service	-	-	-	-	-	-	-	-	140,000	0%
Transfer To Funds	-	-	-	-	-	-	-	-	973,830	0%
<b>Actual Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>828,826</b>	<b>-</b>	<b>828,826</b>	<b>4,719,330</b>	<b>18%</b>
<b>Budgeted Expenditures</b>	<b>470,540</b>	<b>503,290</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,745,500</b>	<b>-</b>	<b>4,719,330</b>		
<b>% Diff</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>22%</b>	<b>0%</b>	<b>18%</b>		
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>3,060,332</b>	<b>2,950,517</b>	<b>135,950</b>	<b>(207,760)</b>	<b>(2,667)</b>	<b>(830,478)</b>	<b>(715)</b>	<b>5,105,179</b>	<b>(3,344,270)</b>	
BEG FUND BAL	3,342,929	2,147,608	356,262	285,807	147,018	3,343,319	8,582	9,631,525		
END FUND BAL	6,403,261	5,098,125	492,212	78,047	144,351	2,512,841	7,867	14,736,704		
Fund Bal to Exp Ratio	479%	425%	329%	38%	n/a	n/a	1006%	392%		

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Revenues</b>						
4011 • Tax Levy	3,333,677.82	678,666.67	7,993,329.23	8,144,000.00	-150,670.77	98.15%
4031 • Replacement Tax	0.00	5,416.67	15,345.06	65,000.00	-49,654.94	23.61%
4041 • Foreign Fire Insurance Tax (2%)	0.00	5,000.00	0.00	60,000.00	-60,000.00	0.0%
4224 • Interest - Money Market	12,338.86	10,416.67	36,909.32	125,000.00	-88,090.68	29.53%
4225 • Gain/Loss From Investements	35,507.30	0.00	192,767.72	0.00	192,767.72	100.0%
4300 • Transfer from Fire Fund	0.00	39,211.67	0.00	470,540.00	-470,540.00	0.0%
4310 • Transfer from EMS Fund	0.00	41,940.83	0.00	503,290.00	-503,290.00	0.0%
4301 • Development Fees-Yorkville	34,150.00	10,416.67	69,750.00	125,000.00	-55,250.00	55.8%
4311 • Development Fees-Montgomery	0.00	0.00	0.00	0.00	0.00	0.0%
4315 • Health Insurance W/H	0.00	0.00	0.00	0.00	0.00	0.0%
4511 • Donations	0.00	0.00	0.00	0.00	0.00	0.0%
4605 • Response Fees	120,367.25	130,416.67	530,047.05	1,565,000.00	-1,034,952.95	33.87%
4610 • Plan Review / Permit Fees	0.00	1,250.00	4,856.50	15,000.00	-10,143.50	32.38%
4615 • False Alarm Fees	0.00	0.00	0.00	0.00	0.00	0.0%
4622 • CPR - Training Income	0.00	0.00	0.00	0.00	0.00	0.0%
4624 • Training Reimbursements	0.00	0.00	0.00	0.00	0.00	0.0%
4630 • Expense Reimbursements	0.00	-41,666.67	11,642.10	-500,000.00	0.00	-2.33%
4640 • Report / Copy Fees	0.00	0.00	0.00	0.00	0.00	0.0%
4680 • Sale of Assets	0.00	0.00	0.00	0.00	0.00	0.0%
4690 • Grants	0.00	1,250.00	1,296.00	15,000.00	-13,704.00	8.64%
4700 • Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.0%
4750 • Miscellaneous Income	1,149.79	0.00	5,824.78	0.00	5,824.78	100.0%
<b>Total Revenues</b>	<b>3,537,191.02</b>	<b>882,319.17</b>	<b>8,861,767.76</b>	<b>10,587,830.00</b>	<b>-1,726,062.24</b>	<b>83.7%</b>

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Expenditures</b>						
<b>Personnel</b>						
5010 · Full Time Salaries	227,014.47	416,666.67	1,123,700.82	5,000,000.00	-3,876,299.18	22.47%
5012 · Contract Salaries	61,253.67	75,000.00	359,542.06	900,000.00	-540,457.94	39.95%
5015 · Paid On Call Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5020 · Officer Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5022 · Training Officer Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5023 · CPR - Instructor Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5025 · Part Time Compensation	56,218.67	0.00	265,963.60	0.00	265,963.60	100.0%
5027 · Accumulated Benefits	0.00	0.00	0.00	0.00	0.00	0.0%
5030 · Chief Officers Compensation	44,452.38	0.00	222,261.90	0.00	222,261.90	100.0%
5032 · Loss Prevention Officer	0.00	0.00	0.00	0.00	0.00	0.0%
5035 · Fire Prevention Officer's Comp	0.00	0.00	0.00	0.00	0.00	0.0%
5036 · Rescue Task Force Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5037 · Technical Rescue Team Comp	0.00	0.00	0.00	0.00	0.00	0.0%
5038 · Public Education Compensation	0.00	0.00	0.00	0.00	0.00	0.0%
5039 · Fire Investigation Team Comp	0.00	0.00	0.00	0.00	0.00	0.0%
5040 · Administrative Assistant Comp	0.00	0.00	0.00	0.00	0.00	0.0%
5041 · Swift Water Rescue Team Comp	0.00	0.00	0.00	0.00	0.00	0.0%
5042 · Mechanic Compensation	7,605.28	0.00	38,026.40	0.00	38,026.40	100.0%
5045 · Trustee's Compensation	0.00	2,708.33	0.00	32,500.00	-32,500.00	0.0%
5055 · 401K / IMRF Dist. Contributions	2,856.92	4,583.33	12,175.12	55,000.00	-42,824.88	22.14%
5056 · Pension Fund - Contribution	0.00	41,666.67	0.00	500,000.00	-500,000.00	0.0%
5060 · Payroll Service	420.81	0.00	2,408.66	0.00	2,408.66	100.0%
5065 · Social Security & Medicare	11,478.96	12,500.00	53,895.23	150,000.00	-96,104.77	35.93%
5072 · Reimbursable P/R	0.00	0.00	0.00	0.00	0.00	0.0%
7730 · Accident,Sick & Disability	0.00	0.00	0.00	0.00	0.00	0.0%
7740 · Health Insurance	37,237.71	50,000.00	181,225.67	600,000.00	-418,774.33	30.2%
<b>Subtotal</b>	<b>448,538.87</b>	<b>603,125.00</b>	<b>2,259,199.46</b>	<b>7,237,500.00</b>	<b>-4,978,300.54</b>	<b>31.22%</b>
<b>Equipment</b>						
5160 · Personal Protective Equipment	31,363.00	0.00	36,462.00	0.00	36,462.00	100.0%
5163 · PPE - Swift Water Rescue Team	0.00	0.00	0.00	0.00	0.00	0.0%
5164 · PPE - Rescue Task Force Team	0.00	0.00	0.00	0.00	0.00	0.0%
5165 · Uniforms & Brass	6,887.90	4,583.33	15,655.00	55,000.00	-39,345.00	28.46%
5167 · Uniforms - Mechanic Uniform	429.52	0.00	1,152.76	0.00	1,152.76	100.0%
5170 · Medical Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
5300 · Fire Investigation Expenses	0.00	0.00	0.00	0.00	0.00	0.0%
5510 · Firefighting Supplies	37.36	791.67	1,061.04	9,500.00	-8,438.96	11.17%
5520 · Firefighting Equipment	6,144.00	8,833.33	18,348.46	106,000.00	-87,651.54	17.31%
5525 · Apparatus	0.00	0.00	0.00	0.00	0.00	0.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5526 · Equipment - Rescue Task Force	0.00	0.00	0.00	0.00	0.00	0.0%
5527 · Equipment - Fire Investigation	119.40	208.33	119.40	2,500.00	-2,380.60	4.78%
5528 · Equipment - TRT	0.00	0.00	0.00	0.00	0.00	0.0%
5529 · Equipment - Swift Water Rescue	0.00	0.00	0.00	0.00	0.00	0.0%
5530 · Station Equipment	3,028.11	479.17	5,863.24	5,750.00	113.24	101.97%
55301 · Station Equipment - 1	169.00	0.00	358.99	0.00	358.99	100.0%
55302 · Station Equipment - 2	32.62	0.00	178.56	0.00	178.56	100.0%
55303 · Station Equipment - 3	40.43	0.00	157.67	0.00	157.67	100.0%
5538 · Equipment Purchases over \$5,000	0.00	0.00	0.00	0.00	0.00	0.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5540 · Fire Numbers & Maps	0.00	104.17	956.49	1,250.00	-293.51	76.52%
5630 · Fuel - Generator	0.00	0.00	0.00	0.00	0.00	0.0%
56301 · Fuel - Generator - 1	0.00	116.67	0.00	1,400.00	-1,400.00	0.0%
56303 · Fuel - Generator - 2	0.00	66.67	0.00	800.00	-800.00	0.0%
56303 · Fuel - Generator - 3	0.00	66.67	0.00	800.00	-800.00	0.0%
6285 · Computer Equipment	0.00	0.00	5,985.08	0.00	5,985.08	100.0%
62851 · Computer Equipment - 1	0.00	0.00	0.00	0.00	0.00	0.0%
62852 · Computer Equipment - 2	0.00	0.00	0.00	0.00	0.00	0.0%
62853 · Computer Equipment - 3	0.00	0.00	0.00	0.00	0.00	0.0%
6285 · Computer Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.0%
7500 · Specialized Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
75003 · Specialized Equipment - 3	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>48,251.34</b>	<b>15,250.00</b>	<b>86,298.69</b>	<b>183,000.00</b>	<b>-96,701.31</b>	<b>47.16%</b>
<b>R&amp;M</b>						
5560 · Repair & Maintenance Vehicles	158.89	22,000.00	11,418.63	264,000.00	-252,581.37	4.33%
5562 · R&M Vehicles 101	0.00	0.00	14,499.37	0.00	14,499.37	100.0%
5563 · R&M Vehicles 107	0.00	0.00	1,728.57			
5564 · R&M Vehicles 103	0.00	0.00	38.55	0.00	38.55	100.0%
5565 · R&M Vehicles 104	0.00	0.00	3,770.53	0.00	3,770.53	100.0%
5566 · R&M Vehicles 121	311.27	0.00	1,698.66	0.00	1,698.66	100.0%
5567 · R&M Vehicles 122	77.60	0.00	5,963.06	0.00	5,963.06	100.0%
5568 · R&M Vehicles 123	0.00	0.00	1,059.00	0.00	1,059.00	100.0%
5569 · R&M Vehicles 108	0.00	0.00	0.00	0.00	0.00	0.0%
5572 · R&M Vehicles 127	313.51	0.00	1,659.19	0.00	1,659.19	100.0%
5573 · R&M Vehicles 106	0.00	0.00	0.00	0.00	0.00	0.0%
5576 · R&M Vehicles 131	6,450.88	0.00	7,058.58	0.00	7,058.58	100.0%
5578 · R&M Vehicles 141	0.00	0.00	875.84	0.00	875.84	100.0%
5579 · R&M Vehicles 142	503.94	0.00	21,540.67	0.00	21,540.67	100.0%
5580 · R&M Vehicles 143	0.00	0.00	879.16	0.00	879.16	100.0%
5581 · R&M Vehicles 144	0.00	0.00	0.00	0.00	0.00	0.0%
5582 · R&M Vehicles 145	0.00	0.00	59.90	0.00	59.90	100.0%
5590 · R&M Vehicles 151	160.57	0.00	2,893.70	0.00	2,893.70	100.0%
5591 · R&M Vehicles 158	0.00	0.00	0.00	0.00	0.00	0.0%
5592 · R&M Vehicles 156	43.00	0.00	115.00	0.00	115.00	100.0%
5594 · R&M Vehicles 161	612.23	0.00	612.23	0.00	612.23	100.0%
5595 · R&M Vehicles 162	0.00	0.00	0.00	0.00	0.00	0.0%
5598 · R&M Vehicles 175	0.00	0.00	0.00	0.00	0.00	0.0%
5600 · R&M Vehicles 177	0.00	0.00	0.00	0.00	0.00	0.0%
5602 · R&M Vehicles 181	2,922.46	0.00	5,445.42	0.00	5,445.42	100.0%
5606 · R&M Boat Motors	0.00	0.00	651.70	0.00	651.70	100.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5608 · R&M Shop Supplies	111.25	0.00	5,035.91	0.00	5,035.91	100.0%
5609 · R&M - Shop Tools	33.79	1,035.00	737.61	12,420.00	-11,682.39	5.94%
5610 · Repair & Maintenance Equipment	1,859.71	541.67	3,776.55	6,500.00	-2,723.45	58.1%
5612 · R&M Medical Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
5613 · Repair & Maintenance - Cots	0.00	0.00	0.00	0.00	0.00	0.0%
5614 · R&M - Cardiac Monitors	0.00	0.00	0.00	0.00	0.00	0.0%
5615 · R&M Electronic Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
5620 · R&M Personal Protective Equip	0.00	166.67	491.00	2,000.00	-1,509.00	24.55%
5625 · Fuel - Vehicles	6,883.25	8,333.33	33,401.25	100,000.00	-66,598.75	33.4%
5650 · R&M TRT Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
5660 · R&M Swift Water Equip	0.00	0.00	0.00	0.00	0.00	0.0%
7100 · Repair & Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
71001 · Repair & Maintenance - 1	10,272.18	4,583.33	25,015.59	55,000.00	-29,984.41	45.48%
71002 · Repair & Maintenance - 2	183.97	1,406.25	4,195.89	16,875.00	-12,679.11	24.87%
71003 · Repair & Maintenance - 3	3,327.61	1,510.42	4,951.88	18,125.00	-13,173.12	27.32%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7100 · Repair & Maintenance - Other	0.00	0.00	164.80	0.00	164.80	100.0%
71801 · Specialized Equip Repair - 1	0.00	0.00	0.00	0.00		
Subtotal	34,226.11	39,576.67	159,738.24	474,920.00	-315,181.76	33.64%
<b>Admin</b>						
5130 · Legal & Accounting	4,450.48	6,391.67	30,446.53	76,700.00	-46,253.47	39.7%
5135 · Station Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
51351 · Station Supplies - 1	74.86	83.33	1,631.70	1,000.00	631.70	163.17%
51352 · Station Supplies - 2	65.05	83.33	610.67	1,000.00	-389.33	61.07%
51353 · Station Supplies - 3	0.00	83.33	183.68	1,000.00	-816.32	18.37%
5135 · Station Supplies - Other	0.00	0.00	929.80	0.00	929.80	100.0%
5140 · Office Supplies -Op	0.00	125.00	0.00	1,500.00	-1,500.00	0.0%
51401 · Office Supplies - 1	0.00	83.33	0.00	1,000.00	-1,000.00	0.0%
51402 · Office Supplies - 2	0.00	83.33	152.18	1,000.00	-847.82	15.22%
51403 · Office Supplies - 3	0.00	83.33	152.18	1,000.00	-847.82	15.22%
5140 · Office Supplies -Op - Other	549.66	0.00	852.67	0.00	852.67	100.0%
5145 · Postage/Shipping	65.82	125.00	403.67	1,500.00	-1,096.33	26.91%
55351 · Station Furnishings - 1	2,438.40	1,341.67	3,599.47	16,100.00	-12,500.53	22.36%
55352 · Station Furnishings - 2	191.49	816.67	339.81	9,800.00	-9,460.19	3.47%
55353 · Station Furnishings - 3	271.91	275.00	420.22	3,300.00	-2,879.78	12.73%
5535 · Station Furnishings - Other	2,273.76	0.00	2,273.76	0.00	2,273.76	100.0%
5545 · Membership Appreciation Expense	0.00	416.67	1,356.19	5,000.00	-3,643.81	27.12%
5690 · Travel / Meeting Expenses	0.00	166.67	568.14	2,000.00	-1,431.86	28.41%
5700 · Education - Tuitions	3,119.50	7,833.33	4,755.39	94,000.00	-89,244.61	5.06%
5705 · Education - Supplies & Equip	403.22	166.67	3,090.22	2,000.00	1,090.22	154.51%
5710 · Education - Reimbursable Exp	0.00	0.00	0.00	0.00	0.00	0.0%
5716 · Education - FI Team Training	0.00	0.00	0.00	0.00	0.00	0.0%
5718 · Education - Swift Water Train	0.00	0.00	1,200.00	0.00	1,200.00	100.0%
5720 · Education - Conferences	603.23	416.67	853.23	5,000.00	-4,146.77	17.07%
5725 · Education - Travel Expenses	0.00	83.33	2,955.46	1,000.00	1,955.46	295.55%
5730 · Education - Pub Ed Team Train	0.00	0.00	0.00	0.00	0.00	0.0%
5731 · Education - Safety Materials and Proc	0.00	0.00	0.00	0.00	0.00	0.0%
5733 · Education - CPR - Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
5734 · Education - CPR - Mannequins	0.00	0.00	0.00	0.00	0.00	0.0%
5736 · Education - CPR - Cards	0.00	0.00	0.00	0.00	0.00	0.0%
5738 · Training Computer Maintenance	0.00	250.00	0.00	3,000.00	-3,000.00	0.0%
5739 · Training Software Maintenance	0.00	0.00	0.00	0.00	0.00	0.0%
5740 · Dues & Subscriptions - Other	0.00	166.67	1,419.83	2,000.00	-580.17	70.99%
5742 · Public Education Supplies	5,298.36	1,666.67	5,513.21	20,000.00	-14,486.79	27.57%
5743 · Public Ed Special Events Exp	0.00	0.00	0.00	0.00	0.00	0.0%
5745 · Mobile Data Fees	0.00	541.67	0.00	6,500.00	-6,500.00	0.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5750 · Dispatching Fees	115.56	4,166.67	46,576.98	50,000.00	-3,423.02	93.15%
6301 · Billing - Books	0.00	0.00	0.00	0.00	0.00	0.0%
7110 · Cleaning Supplies	0.00	1,000.00	0.00	12,000.00	-12,000.00	0.0%
71101 · Cleaning Supplies - 1	684.80	0.00	2,319.30	0.00	2,319.30	100.0%
71102 · Cleaning Supplies - 2	193.28	0.00	967.79	0.00	967.79	100.0%
71103 · Cleaning Supplies - 3	0.00	0.00	850.20	0.00	850.20	100.0%
7110 · Cleaning Supplies - Other	0.00	0.00	0.00	0.00	0.00	0.0%
7120 · Copy / Fax Lease	0.00	0.00	0.00	0.00	0.00	0.0%
71201 · Copy/Fax Lease - 1	1,279.47	625.00	3,713.58	7,500.00	-3,786.42	49.51%
71202 · Copy/Fax Lease - 2	0.00	0.00	0.00	0.00	0.00	0.0%
71203 · Copy/Fax Lease - 3	0.00	0.00	0.00	0.00	0.00	0.0%
7130 · Office Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
71301 · Office Equipment - 1	0.00	0.00	0.00	0.00	0.00	0.0%
71302 · Office Equipment - 2	0.00	0.00	0.00	0.00	0.00	0.0%
71303 · Office Equipment - 3	0.00	0.00	0.00	0.00	0.00	0.0%
7130 · Office Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7140 · Computer Software	0.00	0.00	0.00	0.00	0.00	0.0%
7150 · Software Maintenance	11,212.84	7,166.67	33,856.36	86,000.00	-52,143.64	39.37%
7160 · Office Equipment Repair	0.00	0.00	0.00	0.00	0.00	0.0%
7170 · Computer Equipment Repair	0.00	11,079.17	0.00	132,950.00	-132,950.00	0.0%
71701 · Computer Equipment Repair - 1	0.00	0.00	0.00	0.00	0.00	0.0%
71703 · Computer Equipment Repair - 3	0.00	0.00	0.00	0.00	0.00	0.0%
7170 · Computer Equipment Repair - Oth	0.00	0.00	0.00	0.00	0.00	0.0%
7200 · News Letter & Web Site Expenses	0.00	0.00	0.00	0.00	0.00	0.0%
7250 · Employee Testing & Vaccinations	10,909.10	10,833.33	36,177.40	130,000.00	-93,822.60	27.83%
7255 · New Hire & Promotional Testing	0.00	0.00	8,971.85	0.00	8,971.85	100.0%
74701 · Office Furnishings - 1	0.00	0.00	0.00	0.00	0.00	0.0%
Countywide Fire Records Management Syst	0.00	833.33	0.00	10,000.00	-10,000.00	0.0%
7485 · Kitchen Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
74851 · Kitchen Equipment - 1	0.00	0.00	0.00	0.00	0.00	0.0%
74852 · Kitchen Equipment - 2	0.00	0.00	0.00	0.00	0.00	0.0%
74853 · Kitchen Equipment - 3	0.00	0.00	0.00	0.00	0.00	0.0%
7485 · Kitchen Equipment - Other	0.00	0.00	0.00	0.00	0.00	0.0%
7490 · General Furnishings	0.00	0.00	0.00	0.00	0.00	0.0%
7520 · Miscellaneous Hardware	0.00	0.00	0.00	0.00	0.00	0.0%
7600 · Reimbursable Expenses	0.00	0.00	0.00	0.00	0.00	0.0%
7999 · Miscellaneous Expenses	0.00	6,666.67	20.00	80,000.00	-79,980.00	0.03%
<b>Subtotal</b>	<b>44,200.79</b>	<b>63,654.17</b>	<b>197,161.47</b>	<b>763,850.00</b>	<b>-566,688.53</b>	<b>25.81%</b>
<b>Medical</b>						
6260 · Medical Supplies - Reusable	0.00	0.00	0.00	0.00	0.00	0.0%
6265 · Medical Supplies - Non-Reusable	3,119.74	4,166.67	9,485.48	50,000.00	-40,514.52	18.97%
6270 · Oxygen	2,094.48	0.00	7,870.53	0.00	7,870.53	100.0%
62701 · Oxygen - 1	0.00	0.00	0.00	0.00	0.00	0.0%
62702 · Oxygen - 2	0.00	0.00	0.00	0.00	0.00	0.0%
62703 · Oxygen - 3	0.00	0.00	0.00	0.00	0.00	0.0%
6275 · Medications	0.00	0.00	0.00	0.00	0.00	0.0%
62751 · Medications - 1	0.00	0.00	0.00	0.00	0.00	0.0%
62752 · Medications - 2	0.00	0.00	0.00	0.00	0.00	0.0%
62753 · Medications - 3	0.00	0.00	0.00	0.00	0.00	0.0%
6275 · Medications - Other	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Subtotal</b>	<b>5,214.22</b>	<b>4,166.67</b>	<b>17,356.01</b>	<b>50,000.00</b>	<b>-32,643.99</b>	<b>34.71%</b>
<b>Utilities</b>						
7010 · Electric	0.00	0.00	0.00	0.00	0.00	0.0%
70101 · Electric - 1	2,594.51	2,361.11	13,444.69	28,333.33	-14,888.64	47.45%
70102 · Electric - 2	1,049.85	863.10	3,699.17	10,357.14	-6,657.97	35.72%
70103 · Electric - 3	1,181.41	942.46	6,352.40	11,309.52	-4,957.12	56.17%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7020 · Gas	0.00	0.00	0.00	0.00	0.00	0.0%
70201 · Gas - 1	266.27	1,096.11	3,905.50	13,033.33	-9,127.83	29.97%
70202 · Gas - 2	116.81	397.02	1,620.12	4,764.29	-3,144.17	34.01%
70203 · Gas - 3	242.24	433.53	2,222.75	5,202.38	-2,979.63	42.73%
7030 · Sewer & Water	0.00	0.00	0.00	0.00	0.00	0.0%
70301 · Sewer & Water - 1	0.00	125.00	486.31	1,500.00	-1,013.69	32.42%
70302 · Sewer & Water - 2	0.00	125.00	425.51	1,500.00	-1,074.49	28.37%
70303 · Sewer & Water - 3	0.00	208.33	466.11	2,500.00	-2,033.89	18.64%
7050 · Telephone	0.00	0.00	0.00	0.00	0.00	0.0%
70501 · Telephone - 1	4,033.85	3,541.67	14,472.15	42,500.00	-28,027.85	34.05%
70502 · Telephone - 2	0.00	1,294.64	0.00	15,535.71	-15,535.71	0.0%
70503 · Telephone - 3	660.85	1,413.69	3,300.47	16,964.29	-13,663.82	19.46%
7050 · Telephone - Other	0.00	0.00	2,169.88	0.00	2,169.88	100.0%
7060 · Data and Television	0.00	0.00	0.00	0.00	0.00	0.0%
70601 · Data and Television - 1	73.87	0.00	4,055.08	0.00	4,055.08	100.0%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

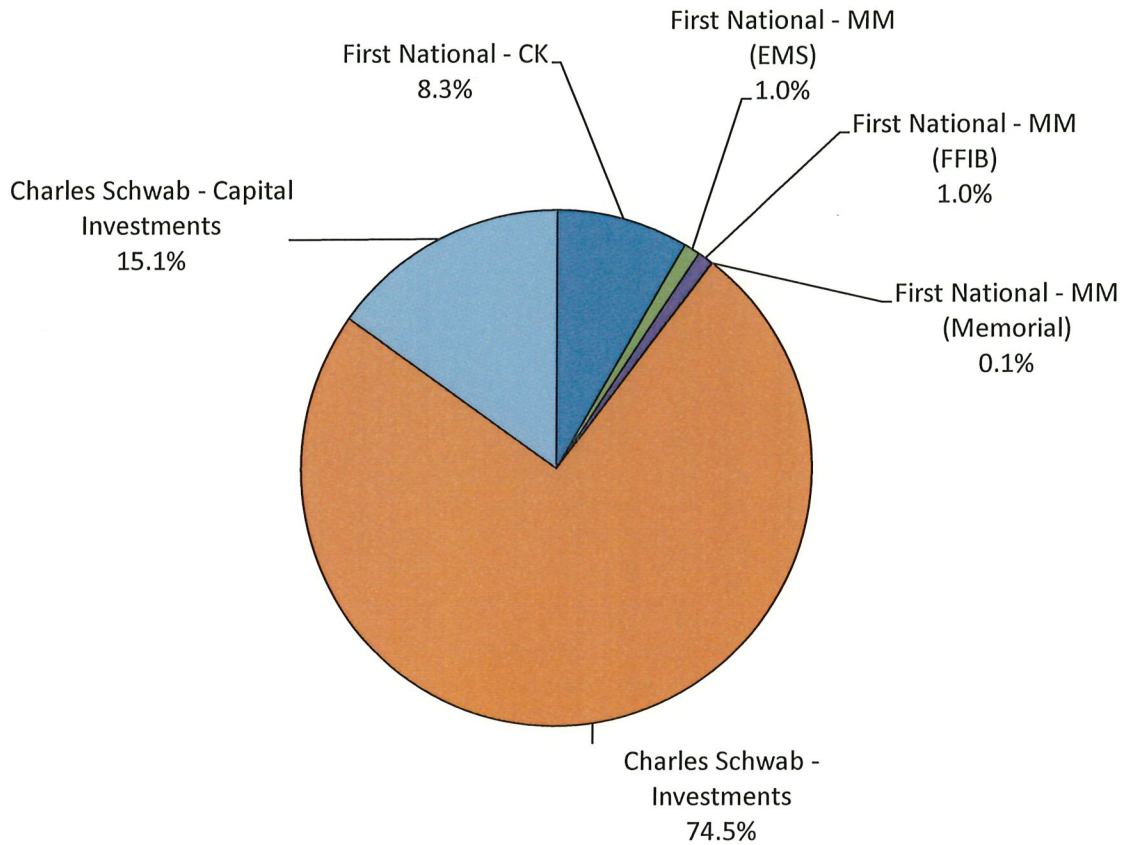
	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
70602 · Data and Television - 2	0.00	0.00	2,152.44	0.00	2,152.44	100.0%
70603 · Date and Television - 3	0.00	0.00	0.00	0.00	0.00	0.0%
7060 · Data and Television - Other	2,160.36	0.00	4,314.79	0.00	4,314.79	100.0%
7070 · Alarm Monitoring	0.00	0.00	0.00	0.00	0.00	0.0%
70701 · Alarm and Monitoring - 1	0.00	0.00	312.00	0.00	312.00	100.0%
Subtotal	12,380.02	12,791.67	63,399.37	153,500.00	-90,100.63	41.3%
<b>Insurance</b>						
7700 · Property Insurance	0.00	1,250.00	0.00	15,000.00	-15,000.00	0.0%
7705 · General Liability Insurance	0.00	625.00	0.00	7,500.00	-7,500.00	0.0%
7710 · Vehicle Insurance	0.00	1,750.00	0.00	21,000.00	-21,000.00	0.0%
7712 · Portable Equipment Insurance	0.00	166.67	0.00	2,000.00	-2,000.00	0.0%
7714 · Management Liability Insurance	0.00	583.33	0.00	7,000.00	-7,000.00	0.0%
7715 · Fidelity Bond	0.00	0.00	0.00	0.00	0.00	0.0%
7720 · Umbrella /Excess Liability Ins.	0.00	625.00	0.00	7,500.00	-7,500.00	0.0%
7750 · Workmens Compensation Insurance	16,086.00	20,000.00	141,958.00	240,000.00	-98,042.00	59.15%
7760 · Contract Emp. W.C. & Liab. Ins	0.00	4,166.67	0.00	50,000.00	-50,000.00	0.0%
Subtotal	16,086.00	29,166.67	141,958.00	350,000.00	-208,042.00	40.56%
<b>Foreign Fire</b>						
5170 - Annual Station Disbursement	0.00	0.00	0.00	0.00	0.00	0.0%
51701 · Annual Station Disbursement - 1	1,870.00	0.00	1,870.00	0.00	1,870.00	100.0%
51702 · Annual Station Disbursement - 2	0.00	0.00	0.00	0.00	0.00	0.0%
51703 · Annual Station Disbursement - 3	0.00	0.00	0.00	0.00	0.00	0.0%
Subtotal	1,870.00	0.00	1,870.00	0.00	1,870.00	100.0%
<b>Memorial Expense</b>						
8060 · Charitable Donations	0.00	0.00	0.00	0.00	0.00	0.0%
8200 · Firemen's Park Expenses	0.00	0.00	782.24	0.00	782.24	100.0%
Subtotal	0.00	0.00	782.24	0.00	782.24	100.0%
<b>Capital</b>						
80000 · Capital Projects	0.00	70,833.33	0.00	850,000.00	-850,000.00	0.0%
6280 · Medical Equipment	0.00	21,333.33	250,267.25	256,000.00	-5,732.75	97.76%
7475 · Office Equipment Capital	0.00	0.00	0.00	0.00	0.00	0.0%
7410 · General Construction Expenses	11,901.14	0.00	157,201.14	0.00	157,201.14	100.0%
8160 · PPE Capital	0.00	5,416.67	0.00	65,000.00	-65,000.00	0.0%
8285 · Computer Equipment Capital	0.00	2,958.33	0.00	35,500.00	-35,500.00	0.0%
8520 · Firefighting Equipment Capital	0.00	0.00	0.00	0.00	0.00	0.0%
8521 · Specialized Equipment	0.00	0.00	0.00	0.00	0.00	0.0%
8522 · Office Equipment Capital	0.00	0.00	0.00	0.00	0.00	0.0%
8525 · Apparatus	0.00	187,500.00	387,004.00	2,250,000.00	-1,862,996.00	17.2%
85303 · Station Equipment - 3 Capital	0.00	0.00	0.00	0.00	0.00	0.0%
8538 · Equipment Purchases over \$5,000	34,353.25	12,416.67	34,353.25	149,000.00	-114,646.75	23.06%

**BRISTOL-KENDALL FIRE PROTECTION DISTRICT**  
**Budget vs. Actual Detail**  
**September 30, 2024**

	<u>Monthly</u> <u>Total</u>	<u>Monthly</u> <u>Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
8010 - Debt Service	0.00	11,666.67	0.00	140,000.00	-140,000.00	0.0%
8020 - Transfer Out	0.00	81,152.50	0.00	973,830.00	-973,830.00	0.0%
<b>Subtotal</b>	<b>46,254.39</b>	<b>393,277.50</b>	<b>828,825.64</b>	<b>4,719,330.00</b>	<b>-3,890,504.36</b>	<b>17.56%</b>
<b>Total Expenditures</b>	<b>657,021.74</b>	<b>1,161,008.33</b>	<b>3,756,589.12</b>	<b>13,932,100.00</b>	<b>-10,175,510.88</b>	<b>26.96%</b>
<b>Net Income</b>	<b>2,880,169.28</b>	<b>-278,689.17</b>	<b>5,105,178.64</b>	<b>-3,344,270.00</b>	<b>8,449,448.64</b>	<b>-152.65%</b>

**Bristol-Kendall Fire Protection District  
Investments  
September 30, 2024**

<b>Bank</b>	<b>Account</b>	<b>Current Rate</b>	<b>Book Balance</b>
First National - CK	3048	1.46%	1,231,634
First National - FFIB CK	0353	1.46%	2,182
First National - MM (EMS)	8274	1.97%	148,387
First National - MM (FFIB)	6591	1.97%	144,510
First National - MM (Memorial)	0220	1.97%	7,495
Charles Schwab - Investments	9163	N/A	10,995,743
Charles Schwab - Capital Investm	1789	N/A	2,230,119
			-
<b>Total</b>			<b>\$ 14,760,070</b>



# Bristol-Kendall Fire Protection District

## Financial Analysis

For the 5 Month(s) Ended September 30, 2024



# Revenue Highlights

42% of Budget Year

- Collected \$8,861,768 or 84% of Total Budget
- Property Taxes
  - Collected \$7,993,329 or 98% of Budget
- Ambulance Fees
  - Collected \$530,047 or 50% of Budget
- Interest
  - Collected \$36,909 or 30% of Budget
- Plan Review / CPR / Report Fees
  - Collected \$4,857 or 32% of Budget

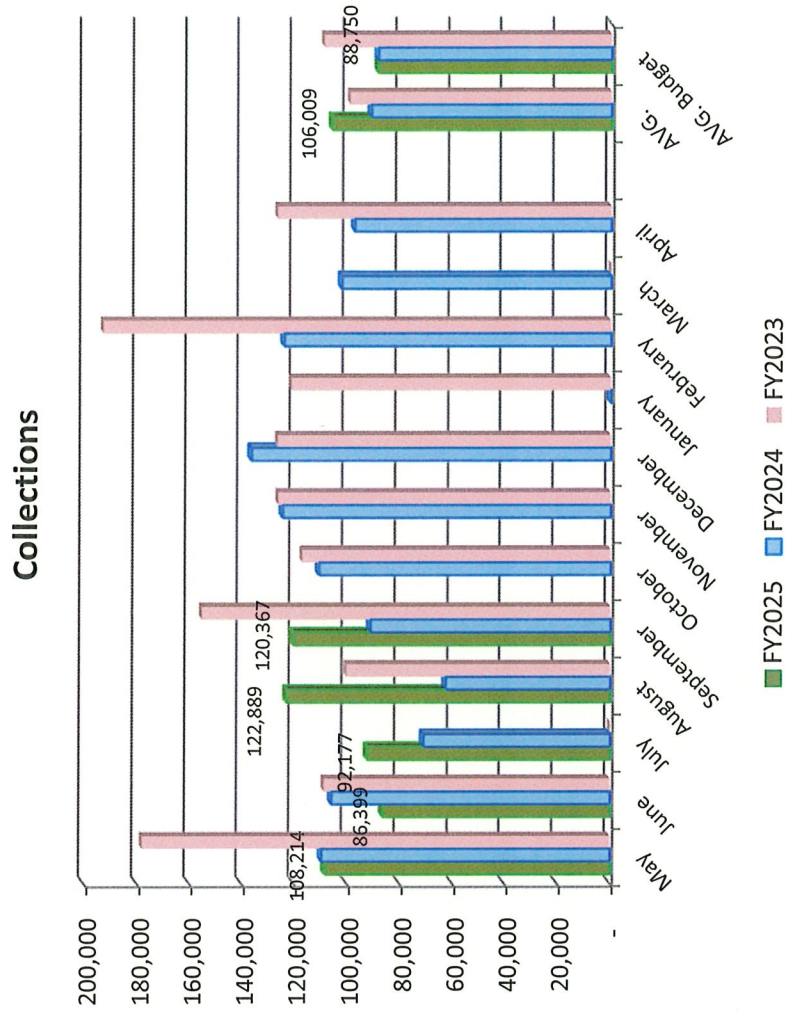
# Revenues

## REVENUES

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Tax	7,993,329	8,144,000	98%	7,404,674	8%
Ambulance / Response Fees	530,047	1,065,000	50%	440,173	20%
Replacement Tax	15,345	65,000	24%	24,677	-38%
Foreign Fire Insurance	-	60,000	0%	-	0%
Interest	36,909	125,000	30%	74,785	-51%
Development Fees	69,750	125,000	56%	132,455	-47%
Donations	-	-	0%	-	0%
Plan Review / CPR /Report Fees	4,857	15,000	32%	8,882	-45%
Sale of Assets	-	-	0%	660	-100%
Transfer From Fund	-	973,830	0%	-	0%
Loan Proceeds	-	-	0%	-	0%
Grants	1,296	15,000	9%	-	0%
Misc. Income	17,467	-	0%	51,649	-66%
<b>Actual Revenues</b>	<b>8,861,768</b>	<b>10,587,830</b>	<b>84%</b>	<b>8,137,955</b>	<b>9%</b>
<b>Budgeted Revenues</b>	<b>10,587,830</b>				
<b>% Diff</b>	<b>84%</b>				

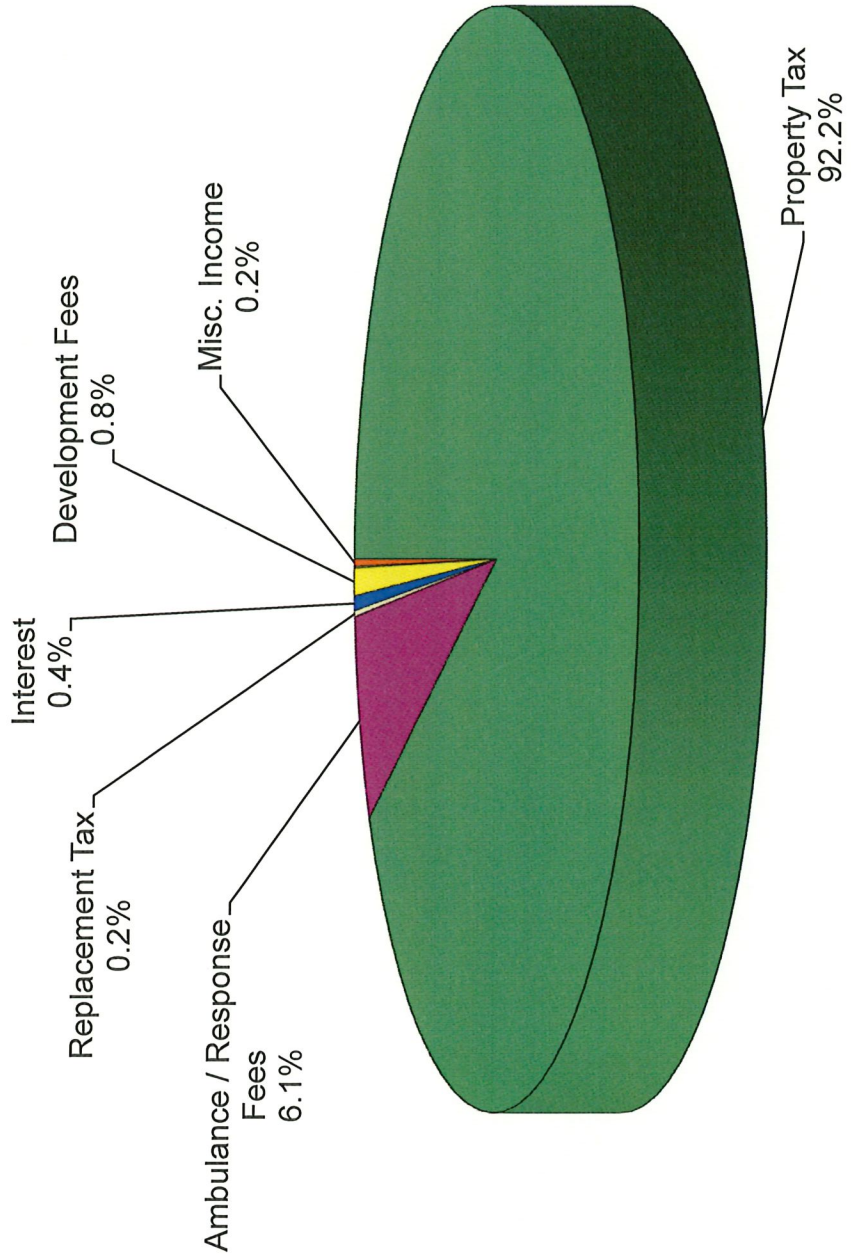
# Ambulance Fees (net of GEMT Fees)

Month	FY2025	FY2024	FY2023
May	108,214	109,578	178,130
June	86,399	105,738	108,741
July	92,177	71,054	(101,549)
August	122,889	62,596	100,289
September	120,367	91,207	155,396
October		110,717	116,979
November		124,542	126,317
December		136,578	126,612
January		(40,441)	121,294
February		124,180	193,135
March		102,399	(59,577)
April		97,390	126,782
AVG.	106,009	91,295	99,379
AVG. Budget	88,750	88,750	109,113



# Revenues

## Revenue Distribution



# Expenditure Highlights

42% of Budget Year

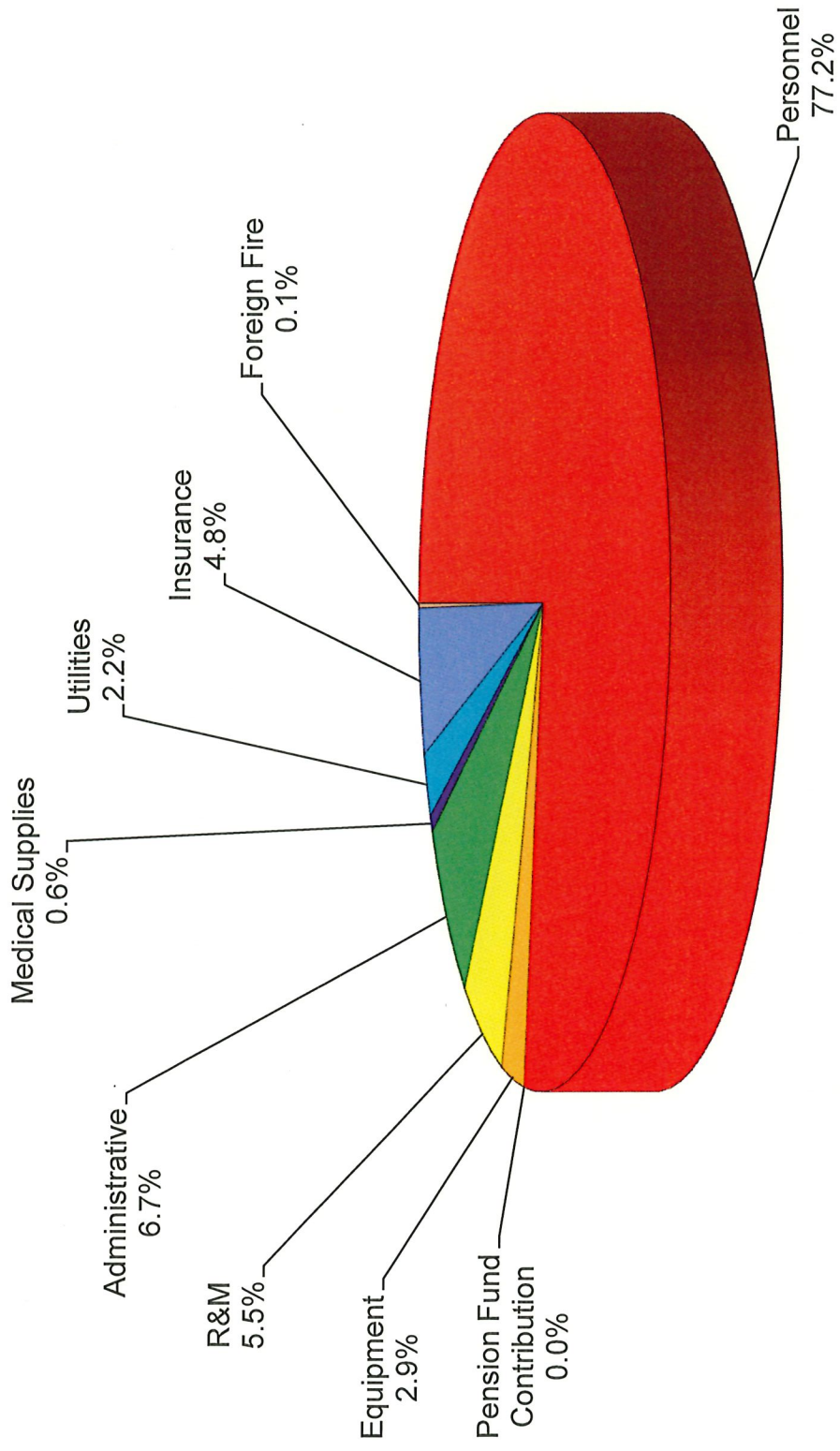
- Operating Expenditures
  - \$2,927,763 or 32% of Budget
- Personnel
  - \$2,259,199 or 34% of Budget
- Repairs and Maintenance
  - \$159,738 or 34% of Budget
- Administrative
  - \$196,142 or 26% of Budget
- Insurance
  - \$141,958 or 41% of Budget
- Capital Projects
  - \$828,826 or 23% of Budget
    - \$51,278; Stryker Lucas Equipment (3)
    - \$73,068; Stryker Power Cot
    - \$42,480; Stryker Stair Chair (3)
    - \$67,288; Zoll Monitors (6)
    - \$387,004; Ambulance Purchase
    - \$145,300; Training Tower

# Expenditures

Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<b>OPERATING EXPENDITURES</b>					
Personnel	2,259,199	6,737,500	34%	2,229,382	1%
Pension Fund Contribution	-	500,000	0%	500,000	-100%
Equipment	84,842	183,000	46%	16,579	412%
R&M	159,738	474,920	34%	164,835	-3%
Administrative	196,142	763,850	26%	108,663	81%
Medical Supplies	17,356	50,000	35%	19,689	-12%
Utilities	63,399	153,500	41%	65,292	-3%
Insurance	141,958	350,000	41%	93,512	52%
Foreign Fire	4,346	-	0%	1,473	195%
Memorial Expense	782	-	0%	-	0%
Actual Expenditures	2,927,763	9,212,770	32%	3,199,425	-8%
Budgeted Expenditures	9,212,770				
% Diff	32%				
<b>CAPITAL EXPENDITURES</b>					
Capital Projects	828,826	3,605,500	23%	105,470	686%
Debt Service	-	140,000	0%	-	0%
Transfer To Funds	-	973,830	0%	-	0%
Actual Expenditures	828,826	4,719,330	18%	105,470	686%
Budgeted Expenditures	4,719,330				
% Diff	18%				

# Expenditures

## Operational Expenditure Distribution



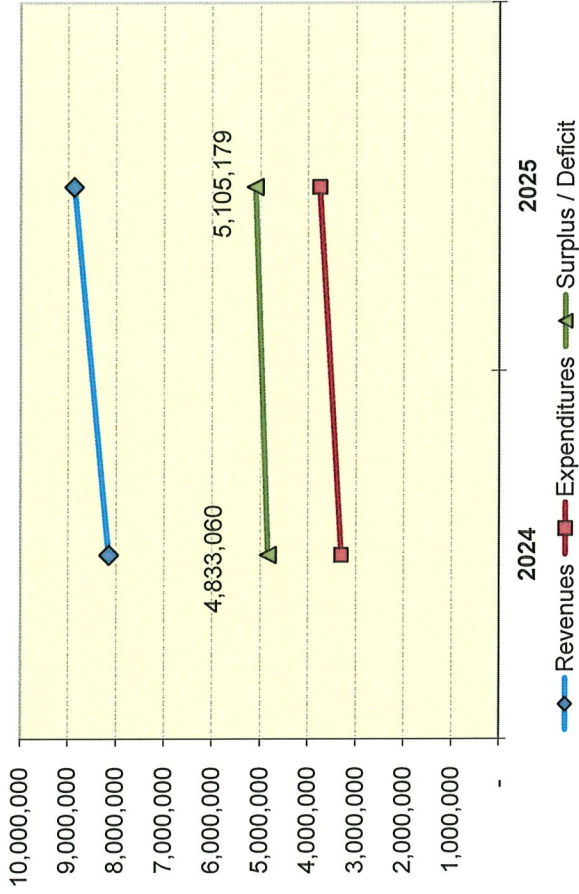
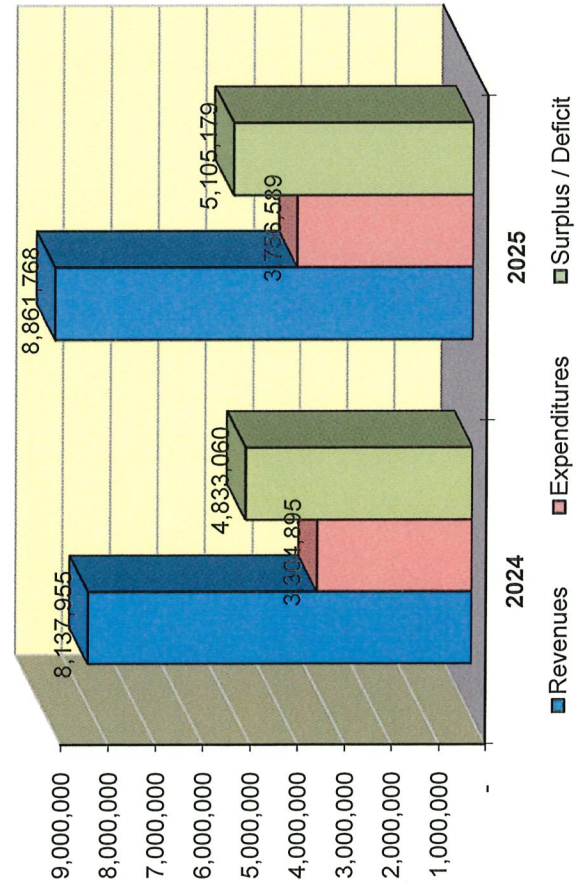
# Fund Balance

For the 5 Month(s) Ended September 30, 2024

	Fire	EMS	Insurance	Operations	FFIB	Capital	Memorial	Total Actual
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>3,060,332</b>	<b>2,950,517</b>	<b>135,950</b>	<b>(207,760)</b>	<b>(2,667)</b>	<b>(830,478)</b>	<b>(715)</b>	<b>5,105,179</b>
BEG FUND BAL	3,342,929	2,147,608	356,262	285,807	147,018	3,343,319	8,582	9,631,525
END FUND BAL	6,403,261	5,098,125	492,212	78,047	144,351	2,512,841	7,867	14,736,704

Fund Bal to Exp Ratio

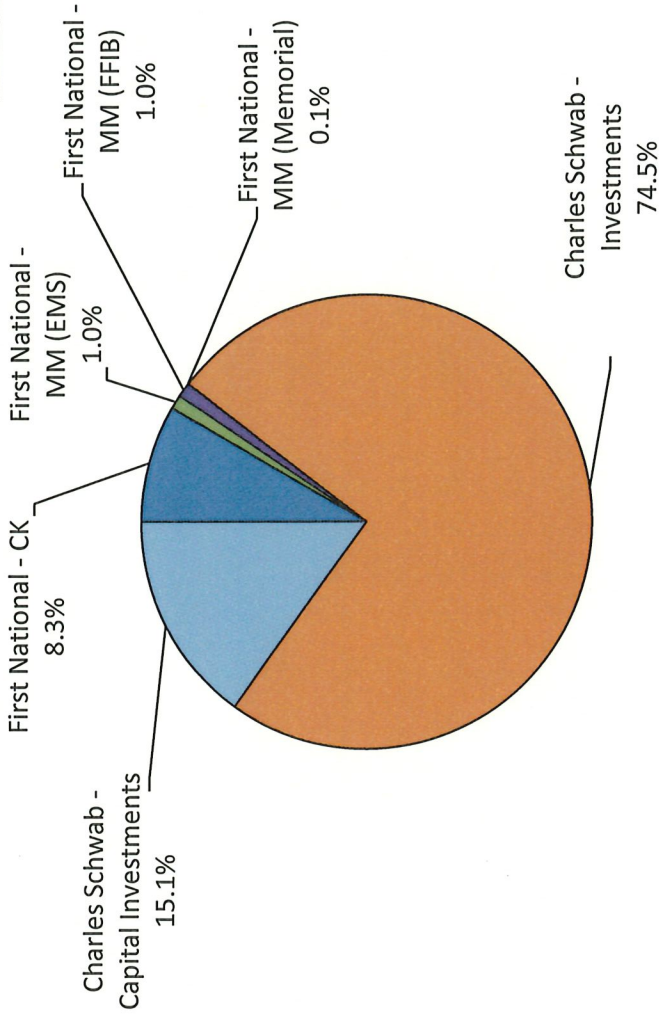
479%	425%	329%	38%	n/a	n/a	1006%	392%
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# Investments

Bank	Account	Current Rate	Book Balance
First National - CK	3048	1.46%	1,231,634
First National – FFIB CK	0353	1.46%	2,182
First National - MM (EMS)	8274	1.97%	148,387
First National - MM (FFIB)	6591	1.97%	144,510
First National - MM (Memorial)	0220	1.97%	7,495
Charles Schwab - Investments	9163	N/A	10,995,743
Charles Schwab – Capital Investments	1789	N/A	2,230,119

**Total** 14,760,070



**Paramedic Services of Illinois, Inc.**

One Pierce Place, Suite 750W  
Itasca, IL 60143

# Invoice

Date	Invoice #
9/30/24	Sep 2024

Bill To
BRISTOL-KENDALL FIRE PROTECTION DISTRICT 103 E. BEAVER STREET YORKVILLE, IL 60560-1704

Terms	Due Date
Net 30 Days	10/15/24

Quantity	Description	Amount
	Total September 2024 Income (IL 108)	\$ 121,502.87
	Income - Park Ridge Bank	\$ 121,502.87
	GEMT Payments (per attached)	- \$22,199.80
	Returned checks and Fees	-0.00
	Total for 5% Billing Charge	\$ 99,303.07
	5% Billing Charge (on \$99,303.07)	-\$ 4,965.15
	Payable to Bristol-Kendall	-\$ 116,537.72
<b>Total</b>		<b>\$ 0.00</b>

# Payor Detail By Credit As Type (Post Date)

Post Date IS BETWEEN 09/01/2024 AND 09/30/2024; AND Company IS BRISTOL KENDALL FIRE PROTECTION DISTRICT; AND Credits IS GEMT PAYMENT

## BRISTOL KENDALL FIRE PROTECTION DISTRICT

<u>Payor/Credit Type/Credit Code</u>	<u>Count</u>	<u>Dollars</u>
<b>Payments</b>		
Payor IL DEPT PUBLIC AID		
2024-05-11 0003-A GEMT PAYMENT	1	\$1,770.85
2024-05-31 0010-A GEMT PAYMENT	1	\$1,770.85
2024-07-18 0007-A GEMT PAYMENT	1	\$1,606.60
2024-07-19 0010-A GEMT PAYMENT	1	\$1,606.60
2024-07-20 0011-A GEMT PAYMENT	1	\$1,770.85
2024-08-02 0026-A GEMT PAYMENT	1	\$1,770.85
2024-08-10 0017-A GEMT PAYMENT	1	\$1,606.60
2024-08-11 0014-A GEMT PAYMENT	1	\$1,770.85
2024-08-12 0011-A GEMT PAYMENT	1	\$1,606.60
2024-08-12 0012-A GEMT PAYMENT	1	\$1,770.85
2024-08-15 0026-A GEMT PAYMENT	1	\$1,770.85
2024-08-16 0018-A GEMT PAYMENT	1	\$1,770.85
2024-08-16 0021-A GEMT PAYMENT	1	\$1,606.60
<b>Totals For IL DEPT PUBLIC AID</b>	<b>13</b>	<b>\$22,199.80</b>
<b>Totals For Payments</b>	<b>13</b>	<b>\$ 22,199.80</b>
<b>Company Totals</b>	<b>13</b>	<b>\$ 22,199.80</b>

**Bristol-Kendall Fire Protection District  
2024 Annual Billing Summary**

	J a n u a r y	F e b r u a r y	M a r c h	A p r i l	M a y	J u n e	J u l y	A u g u s t	S e p t e m b e r	O c t o b e r	N o v e m b e r	D e c e m b e r	TOTALS
Total Amount Billed	\$157,414.00	\$129,225.16	\$130,088.56	\$129,685.10	\$133,093.00	\$132,607.21	\$414,178.66	\$437,601.65	\$439,414.16				
Total Actual Collections	\$127,170.54	\$105,916.41	\$91,281.69	\$110,302.27	\$89,037.82	\$91,546.38	\$119,697.11	\$129,365.94	\$121,502.87				
Adjustments													
Medicare	\$19,979.48	\$11,947.65	\$16,048.60	\$18,085.03	\$15,847.47	\$11,012.46	\$53,887.63	\$127,721.30	\$113,756.35				
Medicaid	\$1,357.94	-\$6,271.54	-\$15,569.72	-\$20,149.12	-\$10,205.19	-\$15,565.03	-\$17,871.67	\$13,496.78	\$21,913.37				
Insurance	\$23,724.92	\$8,567.09	\$7,660.38	\$10,786.70	\$15,426.65	\$9,564.56	\$30,278.45	\$15,922.02	\$112,831.51				
Write off per Fire Chief			\$426.42										
Sent to Collections	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
RESIDENT ADJUSTMENTS													
Total Adjustments from above													
Total Still Outstanding PSSI									\$5,258.64				

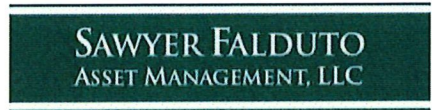
Monthly Investment Performance Report

**Bristol Kendall Fire Protection District**



Presented by:

Thomas S. Sawyer, Managing Partner  
John J. Falduto, Managing Partner  
Edward J. Lavin, Chief Investment Officer



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As of September 30, 2024

## Table of Contents

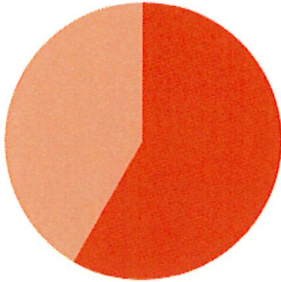
- Bristol Kendall Fire Protection District - Operations Fund ..... 3
  - Account Overview ..... 3
  - Performance History ..... 4
  - Bond Analysis ..... 5
  - Holdings ..... 6
  - Transactions ..... 7
- Bristol Kendall Fire Protection District - Capital Fund ..... 8
  - Account Overview ..... 8
  - Performance History ..... 9
  - Bond Analysis .....10
  - Holdings .....11
  - Transactions .....12
- Fixed Income Market Update .....13

There may be a slight difference in the ending value between this report and the Schwab statement due to accrued income, timing of transactions, and/or rounding. The Schwab statement continues to be the official custodial record for the account.

## Account Overview

Bristol Kendall Fire Protection District - Operations Fund

### Portfolio Allocation



Subsector	Current Value	Current Percent
U.S. Treasury	\$6,149,261	58.3%
Cash Equivalent	\$4,404,277	41.7%
<b>Total</b>	<b>\$10,553,539</b>	<b>100.0%</b>

### Cash Flow Review

	Month to Date	Quarter to Date	Year to Date	Inception to Date (11/8/2023)
Beginning Market Value	\$8,634,247	\$9,571,792	\$10,477,709	\$0
Contributions / Additions	\$3,333,678	\$3,704,838	\$7,993,329	\$19,293,329
Distributions	(\$1,450,000)	(\$2,850,000)	(\$8,250,000)	(\$9,150,000)
Capital Appreciation	\$31,018	\$104,390	\$151,329	\$155,277
Income/Expenses	\$2,066	\$25,300	\$188,486	\$260,487
Change in Accrued	\$2,530	(\$2,781)	(\$7,315)	(\$5,554)
Ending Market Value	\$10,553,539	\$10,553,539	\$10,553,539	\$10,553,539
Investment Gain	\$35,614	\$126,909	\$332,501	\$410,210

### Projected Income

Description	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Total
U.S. Treasury	\$97,334	\$12,975			\$110,309
Cash Equivalent	\$51,523	\$51,523	\$51,523	\$51,523	\$206,090
<b>Total</b>	<b>\$148,857</b>	<b>\$64,498</b>	<b>\$51,523</b>	<b>\$51,523</b>	<b>\$316,399</b>

### Projected Income and Maturities

Description	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Total
U.S. Treasury	\$4,829,563	\$1,377,975			\$6,207,538
Cash Equivalent	\$51,523	\$51,523	\$51,523	\$51,523	\$206,090
<b>Total</b>	<b>\$4,881,085</b>	<b>\$1,429,498</b>	<b>\$51,523</b>	<b>\$51,523</b>	<b>\$6,413,628</b>

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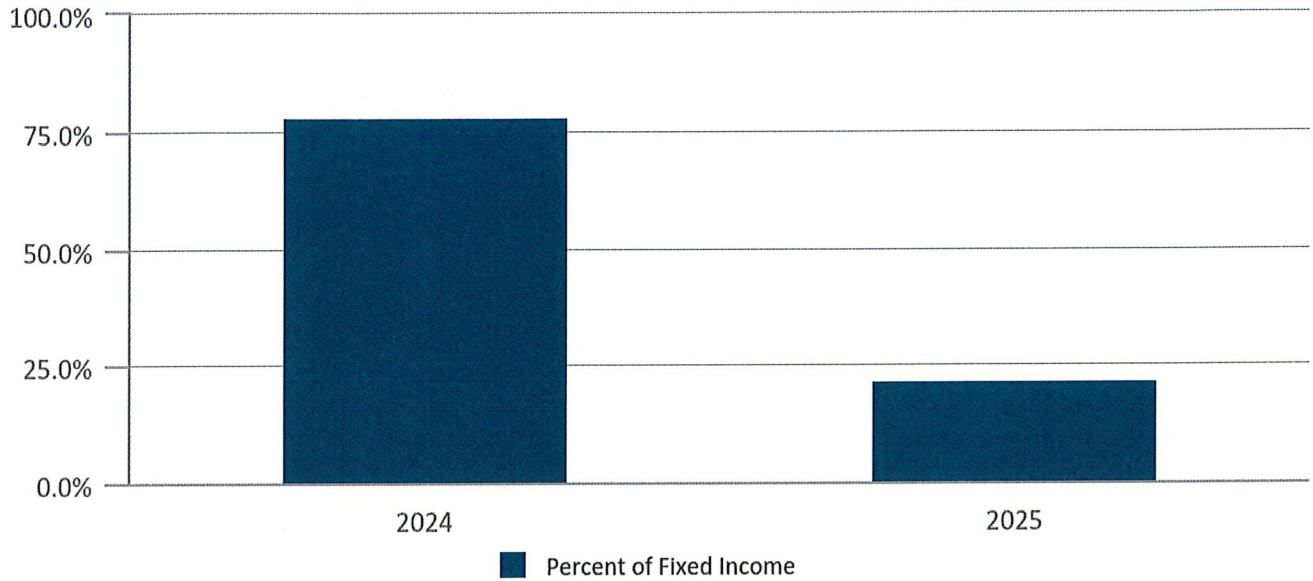
## Performance History

Bristol Kendall Fire Protection District - Operations Fund

	Start Value	Inflows	Outflows	End Value	Net Investment Gain
Since Inception					
Third Quarter 2024	\$9,571,792	\$3,704,838	(\$2,850,000)	\$10,553,539	\$126,909
Second Quarter 2024	\$8,735,342	\$4,288,491	(\$3,550,000)	\$9,571,792	\$97,959
First Quarter 2024	\$10,477,709	\$0	(\$1,850,000)	\$8,735,342	\$107,633
Fourth Quarter 2023	\$0	\$11,300,000	(\$900,000)	\$10,477,709	\$77,709
<b>Since Inception Total</b>	<b>\$0</b>	<b>\$19,293,329</b>	<b>(\$9,150,000)</b>	<b>\$10,553,539</b>	<b>\$410,210</b>

## Bond Analysis

Bristol Kendall Fire Protection District - Operations Fund



### Maturity by Year

Weight Description	Principal	Value	Current Yield	Yield to Maturity (Cost)	Yield to Maturity (Market)	Modified Duration
100.0% U.S. Treasury	\$6,185,000	\$6,149,261	0.7%	5.3%	4.6%	0.2
<b>100.0% Total</b>	<b>\$6,185,000</b>	<b>\$6,149,261</b>	<b>0.7%</b>	<b>5.3%</b>	<b>4.6%</b>	<b>0.2</b>

## Holdings

Bristol Kendall Fire Protection District - Operations Fund

Weight	Description	Symbol	Quantity	Value	Current Yield	Yield to Maturity (Market)	Annual Income
<b>Fixed Income</b>							
<b>Taxable Bonds</b>							
<b>U.S. Treasury</b>							
4.3%	US Treas Note 01/31/2025   2.500%	9128283V0	450,000.00	\$446,976	2.5%	4.5%	\$11,250
	Accrued Income			\$1,895			
4.3%	US Treas Note 03/31/2025   0.500%	912828ZF0	465,000.00	\$456,136	0.5%	4.4%	\$2,325
	Accrued Income			\$6			
4.2%	US Treas Note 02/28/2025   2.750%	9128283Z1	450,000.00	\$446,906	2.8%	4.4%	\$12,375
	Accrued Income			\$1,060			
4.3%	US Treas Note 12/31/2024   4.250%	91282CGD7	450,000.00	\$449,508	4.3%	4.6%	\$19,125
	Accrued Income			\$4,833			
17.6%	US Treasury Bill 10/29/2024	912797LV7	1,865,000.00	\$1,858,111	0.0%	4.7%	\$0
14.4%	US Treasury Bill 12/12/2024	912797LP0	1,535,000.00	\$1,521,277	0.0%	4.5%	\$0
9.1%	US Treasury Bill 11/29/2024	912797HP5	970,000.00	\$962,552	0.0%	4.7%	\$0
<b>58.3% Fixed Income Total</b>				<b>\$6,149,261</b>	<b>0.7%</b>	<b>4.6%</b>	<b>\$45,075</b>
<b>Cash Equivalent</b>							
<b>Cash Equivalent</b>							
<b>Cash Equivalent</b>							
0.1%	Schwab Government Money Fund	SWGXX		\$14,277	4.5%		\$638
41.6%	Schwab Treasury Money Market Fund	SCOXX		\$4,390,000	4.7%		\$205,452
<b>41.7% Cash Equivalent Total</b>				<b>\$4,404,277</b>	<b>4.7%</b>		<b>\$206,090</b>
<b>100.0% Total</b>				<b>\$10,553,539</b>	<b>2.4%</b>	<b>4.6%</b>	<b>\$251,165</b>

## Transactions

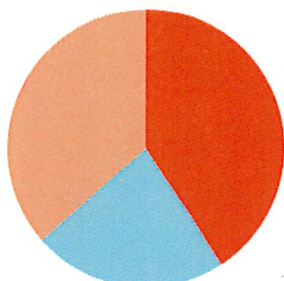
Bristol Kendall Fire Protection District - Operations Fund  
From August 31, 2024 to September 30, 2024

Trade Date	Activity	Description	Quantity	Amount	Accrued Interest
9/30/2024	Income (Interest)	US Treas Note (912828ZF0) 03/31/2025 0.500%		\$1,163	
9/30/2024	Withdrawal	Schwab Government Money Fund		\$450,000	
9/27/2024	Deposit	Schwab Government Money Fund		\$3,333,678	
9/26/2024	Sell	US Treasury Bill (912797KM8) 09/26/2024	1,060,000.00	\$1,060,000	
9/26/2024	Withdrawal	Schwab Government Money Fund		\$1,000,000	
9/19/2024	Sell	US Treasury Bill (912797KLO) 09/19/2024	1,205,000.00	\$1,205,000	
9/16/2024	Income (Reinvested Dividend)	Schwab Government Money Fund	903.54	\$904	

## Account Overview

Bristol Kendall Fire Protection District - Capital Fund

### Portfolio Allocation



Subsector	Current Value	Current Percent
U.S. Treasury	\$917,042	40.9%
Certificate of Deposit	\$507,563	22.6%
Cash Equivalent	\$818,618	36.5%
<b>Total</b>	<b>\$2,243,224</b>	<b>100.0%</b>

### Cash Flow Review

	Month to Date	Quarter to Date	Inception to Date (4/15/2024)
Beginning Market Value	\$2,234,517	\$2,213,369	\$0
Contributions / Additions	\$0	\$0	\$2,200,000
Distributions	\$0	\$0	\$0
Capital Appreciation	\$3,543	\$14,529	\$27,225
Income/Expenses	\$3,441	\$3,620	\$3,846
Change in Accrued	\$1,722	\$11,705	\$12,152
Ending Market Value	\$2,243,224	\$2,243,224	\$2,243,224
Investment Gain	\$8,706	\$29,855	\$43,224

### Projected Income

Description	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Total
U.S. Treasury	\$20,805				\$20,805
Certificate of Deposit	\$10,491				\$10,491
Cash Equivalent	\$9,270	\$9,270	\$9,270	\$9,270	\$37,082
<b>Total</b>	<b>\$40,567</b>	<b>\$9,270</b>	<b>\$9,270</b>	<b>\$9,270</b>	<b>\$68,378</b>

### Projected Income and Maturities

Description	Q4 2024	Q1 2025	Q2 2025	Q3 2025	Total
U.S. Treasury	\$926,688				\$926,688
Certificate of Deposit	\$510,491				\$510,491
Cash Equivalent	\$9,270	\$9,270	\$9,270	\$9,270	\$37,082
<b>Total</b>	<b>\$1,446,449</b>	<b>\$9,270</b>	<b>\$9,270</b>	<b>\$9,270</b>	<b>\$1,474,261</b>

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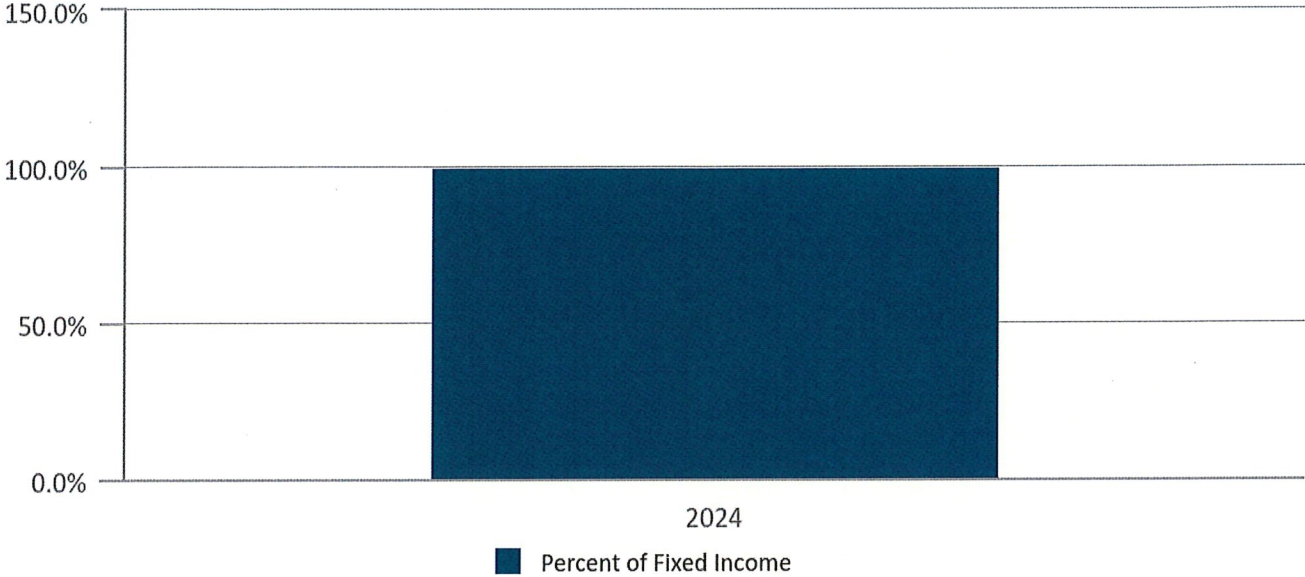
## Performance History

Bristol Kendall Fire Protection District - Capital Fund

	Start Value	Inflows	Outflows	End Value	Net Investment Gain
Since Inception					
Third Quarter 2024	\$2,213,369	\$0	\$0	\$2,243,224	\$29,855
Second Quarter 2024	\$0	\$2,200,000	\$0	\$2,213,369	\$13,369
<b>Since Inception Total</b>	<b>\$0</b>	<b>\$2,200,000</b>	<b>\$0</b>	<b>\$2,243,224</b>	<b>\$43,224</b>

## Bond Analysis

Bristol Kendall Fire Protection District - Capital Fund



### Maturity by Year

Weight Description	Principal	Value	Current Yield	Yield to Maturity (Cost)	Yield to Maturity (Market)	Modified Duration
64.4% U.S. Treasury	\$915,000	\$917,042	2.6%	5.3%	4.6%	0.2
35.6% Certificate of Deposit	\$500,000	\$507,563	5.4%	5.4%	5.3%	0.1
<b>100.0% Total</b>	<b>\$1,415,000</b>	<b>\$1,424,606</b>	<b>3.6%</b>	<b>5.3%</b>	<b>4.8%</b>	<b>0.2</b>

## Holdings

Bristol Kendall Fire Protection District - Capital Fund

Weight	Description	Symbol	Quantity	Value	Current Yield	Yield to Maturity (Market)	Annual Income
<b>Fixed Income</b>							
<b>Taxable Bonds</b>							
<b>U.S. Treasury</b>							
24.8%	US Treas Note 12/31/2024   4.250%	91282CGD7	550,000.00	\$549,398	4.3%	4.6%	\$23,375
	Accrued Income			\$5,907			
16.1%	US Treasury Bill 12/12/2024	912797LP0	365,000.00	\$361,737	0.0%	4.5%	\$0
<b>Certificate of Deposit</b>							
11.3%	Cathay Bank 12/27/2024   5.400%	149159TY1	250,000.00	\$250,354	5.4%	4.8%	\$13,500
	Accrued Income			\$3,551			
11.3%	Merchants Bank 10/03/2024   5.450%	588493RR9	250,000.00	\$250,012	5.4%	5.8%	\$13,625
	Accrued Income			\$3,647			
<b>63.5%</b>	<b>Fixed Income Total</b>			<b>\$1,424,606</b>	<b>3.6%</b>	<b>4.8%</b>	<b>\$50,500</b>
<b>Cash Equivalent</b>							
<b>Cash Equivalent</b>							
<b>Cash Equivalent</b>							
0.1%	Schwab Government Money Fund	SWGXX		\$2,618	4.5%		\$117
36.4%	Schwab Treasury Money Market Fund	SNOXX		\$816,000	4.5%		\$36,965
<b>36.5%</b>	<b>Cash Equivalent Total</b>			<b>\$818,618</b>	<b>4.5%</b>		<b>\$37,082</b>
<b>100.0%</b>	<b>Total</b>			<b>\$2,243,224</b>	<b>3.9%</b>	<b>4.8%</b>	<b>\$87,582</b>

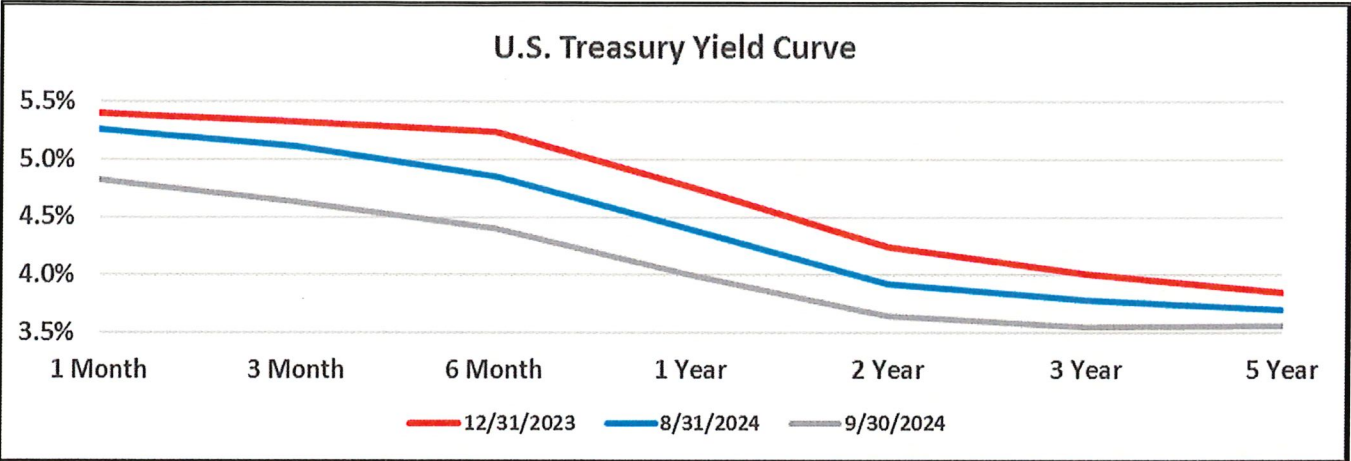
## Transactions

Bristol Kendall Fire Protection District - Capital Fund  
From August 31, 2024 to September 30, 2024

Trade Date	Activity	Description	Quantity	Amount	Accrued Interest
9/27/2024	Income (Interest)	Mizrahi Tefahot Bank (60685BSN2) 09/27/2024 5.450%		\$3,397	
9/27/2024	Sell	Mizrahi Tefahot Bank (60685BSN2) 09/27/2024 5.450%	250,000.00	\$250,000	
9/19/2024	Sell	US Treasury Bill (912797KL0) 09/19/2024	555,000.00	\$555,000	
9/16/2024	Income (Reinvested Dividend)	Schwab Government Money Fund	43.66	\$44	

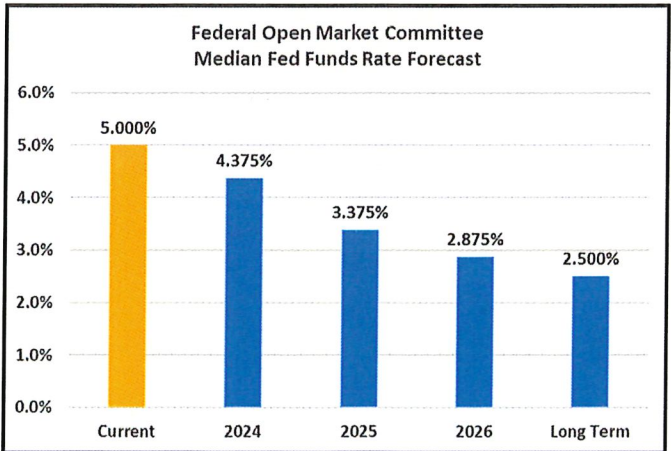
## Fixed Income Market Update – September 30, 2024

- Key Takeaways:**
- Bond prices were pushed higher again by falling interest rates in September
  - The latest CPI data came in at 2.5% (previously 2.9%) which is the lowest level since February of 2021
  - The Fed cut their benchmark rate for the first time since 2020 to 5.0% (previously 5.5%)
  - Market participants are expecting additional rate cuts at both of the Fed's remaining meetings in 2024



Yields as of 9/30/2024	Government Money Market Fund	U.S. Treasury Bill / Notes	Certificate of Deposit	U.S. Government Agency	High Quality Taxable Municipal	High Quality Corporate
Liquid	4.48%	-	-	-	-	-
3 Month	-	4.63%	4.55%	4.60%	4.70%	4.69%
6 Month	-	4.41%	4.35%	4.33%	4.49%	4.50%
9 Month	-	4.13%	4.05%	4.10%	4.26%	4.24%
1 Year	-	4.00%	3.90%	4.01%	4.20%	4.18%
3 Year	-	3.55%	3.65%	3.56%	3.90%	3.87%
5 Year	-	3.56%	3.60%	3.57%	3.95%	-

Economic Data		
Indicator	Current	Previous
CPI	2.5% (Aug 2024)	2.9% (July 2024)
Unemployment	4.2% (Aug 2024)	4.3% (July 2024)
Fed Funds Rate	5.0% (Sept 2024)	5.5% (July 2024)
Real GDP Growth	3.0% (2nd Qtr 2024)	1.6% (1st Qtr 2024)



# Bristol-Kendall Fire Protection District

## 2024 Proposed Tax Levy



# Discussion Points

- The primary source of revenue to operate the District is property taxes. Last year property taxes made up 78% of total revenues.
- CPI = 3.4%
- District EAV to increase to 1,394,098,482
- New growth is 30,927,074
- EAV increase will result in the decrease in the aggregate tax rate as well as individual tax rates.
- Current models do require publication or hearing in accordance with Truth in Taxation Act > 5% (Current Model at 7.00%)

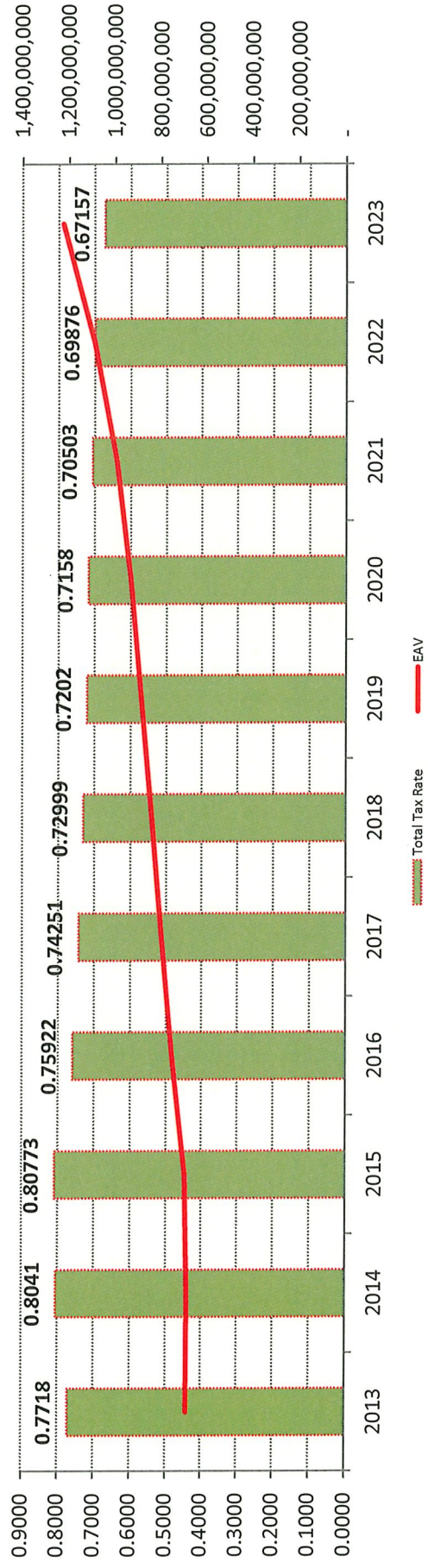
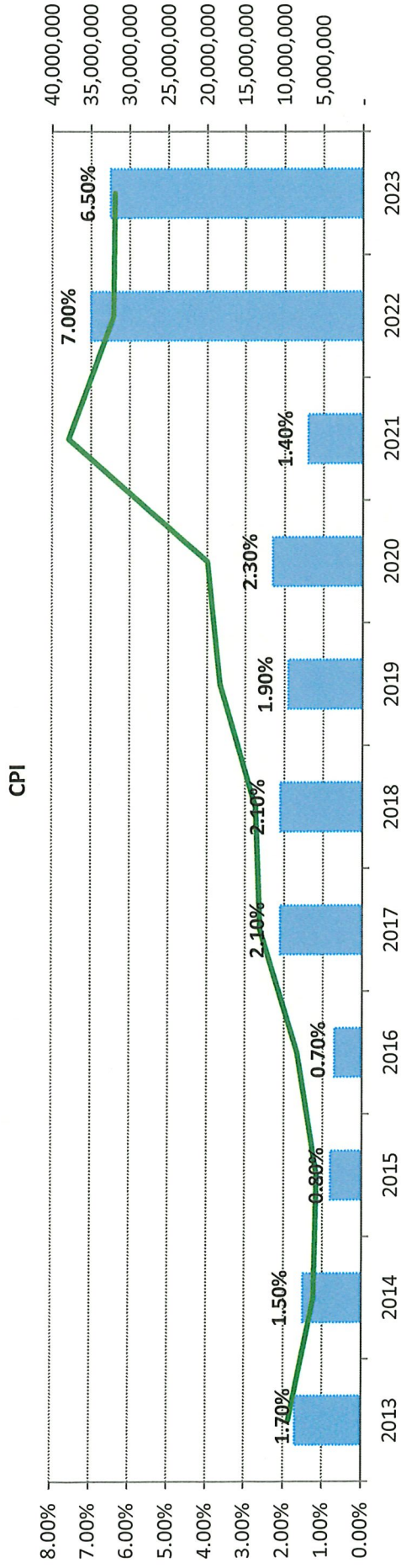
# Historical Tax Levy Detail

YEAR OF LEVY	19 Extension	20 Extension	21 Extension	22 Extension	23 Extension
YEAR OF COLLECTION	2020	2021	2022	2023	2024
FUND					
Cap Funds					
GENERAL	3,103,946	3,183,898	3,359,222	3,885,108	3,957,023
AMBULANCE	2,874,263	3,056,832	3,144,841	3,234,038	3,733,937
TORTS/LIABILITY	287,524	313,757	329,549	295,091	293,857
SOCIAL SECURITY/MEDICARE	104,184	104,648	144,803	175,054	194,190
REVENUE RECAPTURE			9,317	8,263	43,711
Adjustment					
Total Cap Funds	6,369,916	6,659,135	6,987,732	7,597,553	8,222,718
% Inc	4.05%	4.54%	4.93%	8.73%	8.23%
<b>TOTAL</b>	<b>6,369,916</b>	<b>6,659,135</b>	<b>6,987,732</b>	<b>7,597,553</b>	<b>8,222,718</b>
	4.05%	4.54%	4.93%	8.73%	8.23%
TOTAL ASSESSED VALUATION	884,415,820	930,202,625	991,125,501	1,087,290,804	1,224,402,239
TAX RATE	0.7202	0.7159	0.7050	0.6988	0.6716
CPI %	1.9%	2.3%	1.4%	7.0%	6.5%
% INCREASE IN EAV	11%	5%	7%	10%	13%
New Growth	18,294,796	19,933,229	32,055,091	37,862,247	31,879,942
	2.1%	2.1%	3.2%	3.5%	2.6%

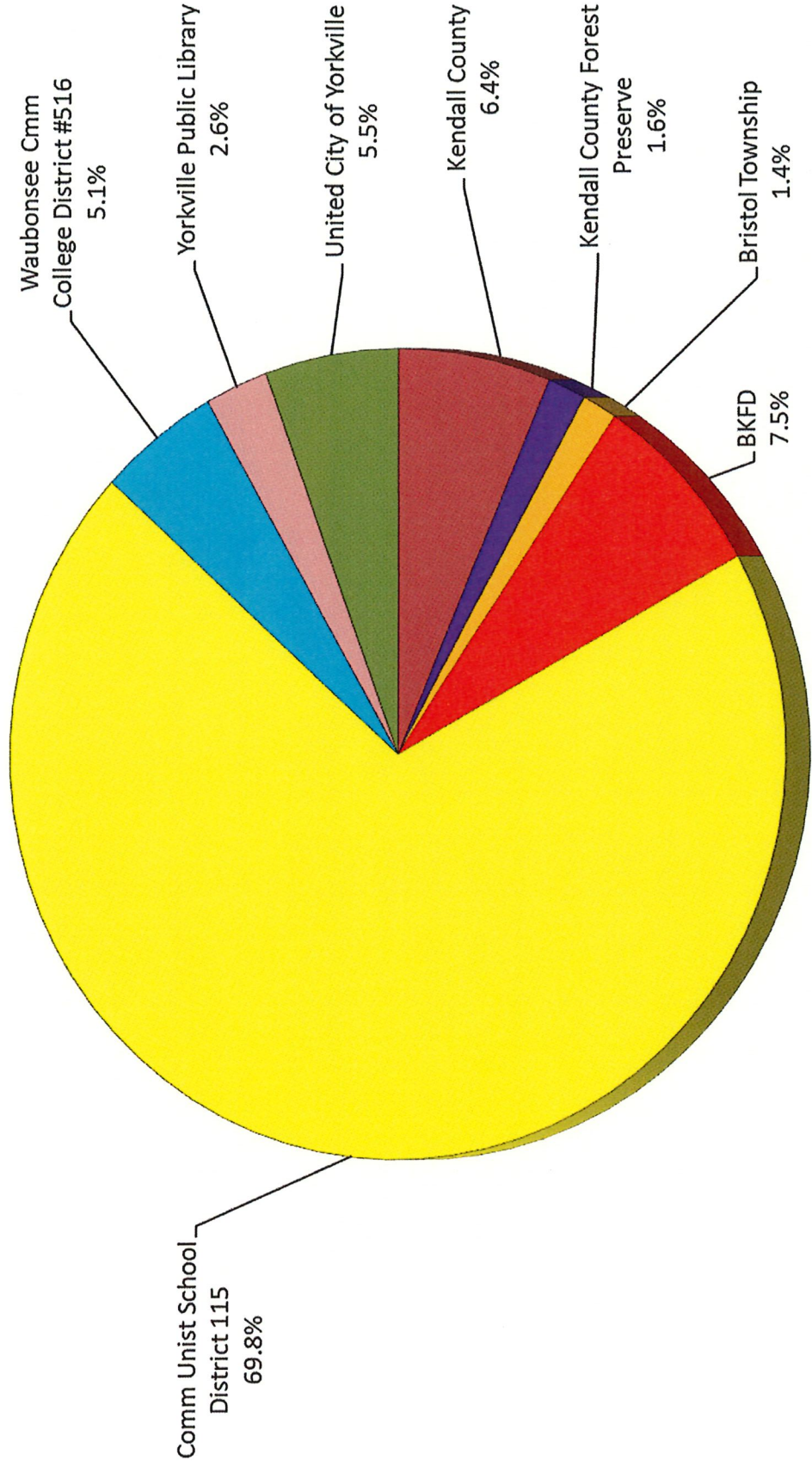
Max.

Rate

# CPI, EAV & Tax Rate



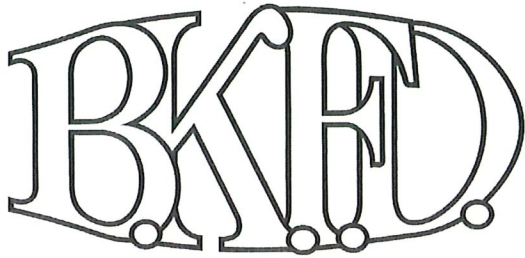
# Taxing Districts



# PTELL Reduction

- 5.75% Over Last Year's Extension
- New Money = \$470,370
- PTELL Reduction of .9881

Fund	Levy Request	Levy Request Plus 0%	Max Rate	Calc. Rate	Round	Actual Rate	Non-PTELL Extension (Actual Rate x County Total EAV)	PTELL Reduction Factor	Limited Rate	Total Extension
Corporate	4,416,500	4,416,500.00	0.4000	0.3168	0.3168	0.3168	4,416,503.99	0.9881	0.3130	4,363,947.59
Ambulance	3,900,000	3,900,000.00	0.4000	0.2798	0.2798	0.2798	3,900,687.55	0.9881	0.2765	3,854,269.37
Tort Liability	230,000	230,000.00		0.0165	0.0165	0.0165	230,026.25	0.9881	0.0163	227,288.94
Social Security	205,000	205,000.00		0.0147	0.0148	0.0148	206,326.58	0.9881	0.0146	203,871.29
Total Capped	8,751,500	8,751,500.00		0.6278	0.6278	0.6279	8,753,544.37		0.6204	8,649,377.19
Total Not Cap	-	-		0.0000	0.0000	0.0000	-		0.0000	-
Total All	8,751,500	8,751,500.00		0.6278	0.6278	0.6279	8,753,544.37		0.6204	8,649,377.19
Publish							8,649,377.19	8,179,006.97	470,370.22	Total Increase
							8,751,500	8,179,007	470,370.22	5.75%



# Bristol Kendall Fire Protection District

103 East Beaver Street  
Yorkville, IL 60560-1704  
Phone: 630 553-6186  
Fax: 630 553-1482

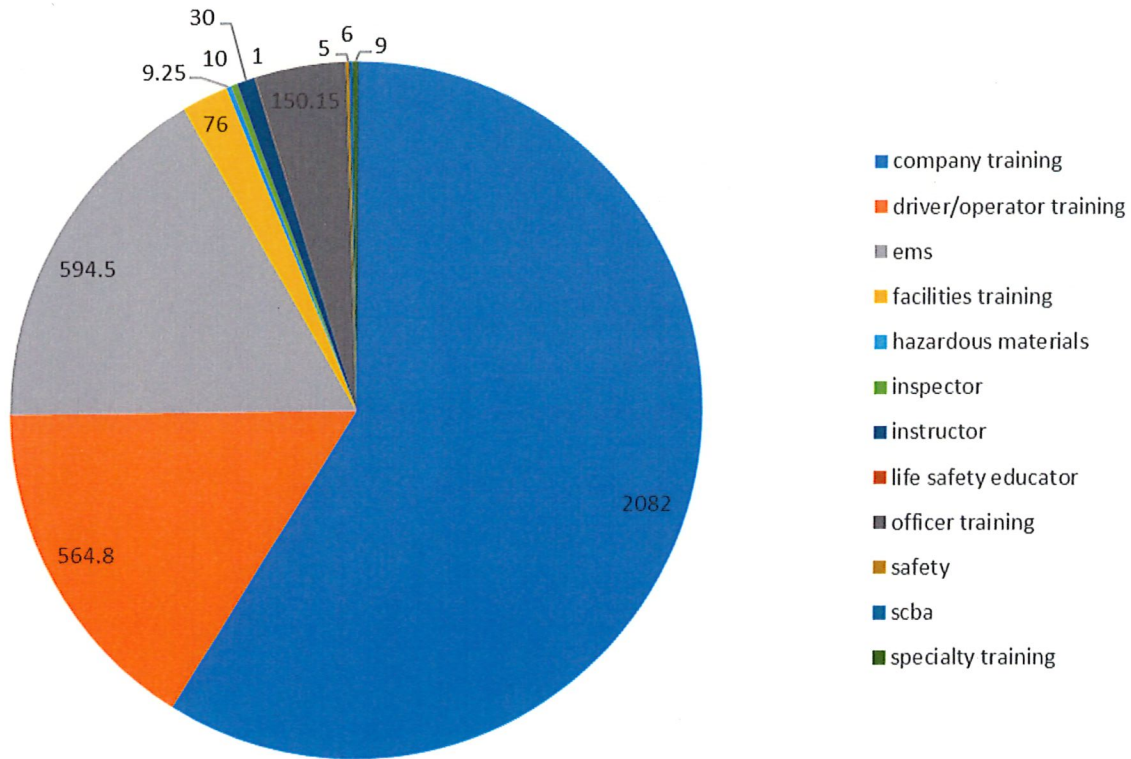


## October 2024 Trustee Meeting Training Report

### Training:

- 3,537 Training Hours for September
  - 3,075 Training Hours for August
  - 3,183 Training Hours for July
  - 2,678 Training Hours for June

Total hours for September 3,537



**Notes:**

- New Full Timers and Part timers spent the first two weeks of September completing their new hire orientation. All of them are on shift now.
- Crews had the opportunity to go to FS off of Route 47 and practice truck sets up.
- MABAS Division Water Rescue conducted swift water training on the river.
- Swift Water class was canceled for the month of September. They're having a make up class this month.
- Crews went down to the river and provided standby for the card board boat race. This was a rescheduled event. The event was much smaller compared to past events.
- Cadets continue with their Basic Fire Operations class.
- The Fairfield family reached out, and they were very appreciative with the tribute to the late A/C Fairfield.
- We had a significant auto accident involving a teenager. A/C McCarty and myself spent time reviewing the incident with the people that were involved and making sure everyone was mentally okay. Additional information/resources were provided as needed.
- Training Cans? They were suppose to start early this month, but now they are saying middle to the end of the month.
- MABAS Division 14 Training Officers got together to discuss new and different training opportunities for the future.
- Cadet Charile Vasicek passed his NEMT.
- We demoed Forge Fire & Company force door.



# Bristol-Kendall Fire Protection District

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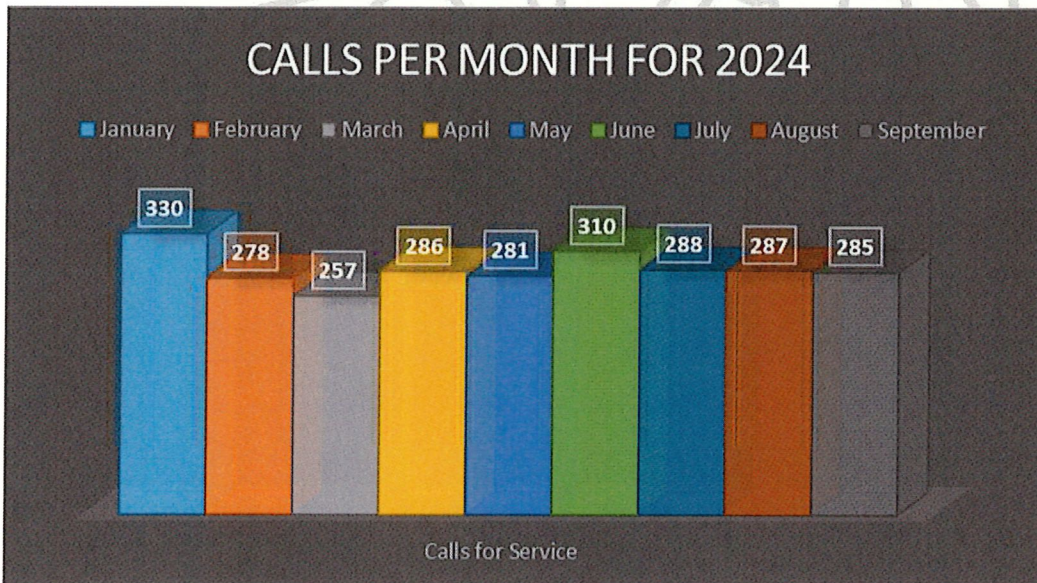


## October 2024

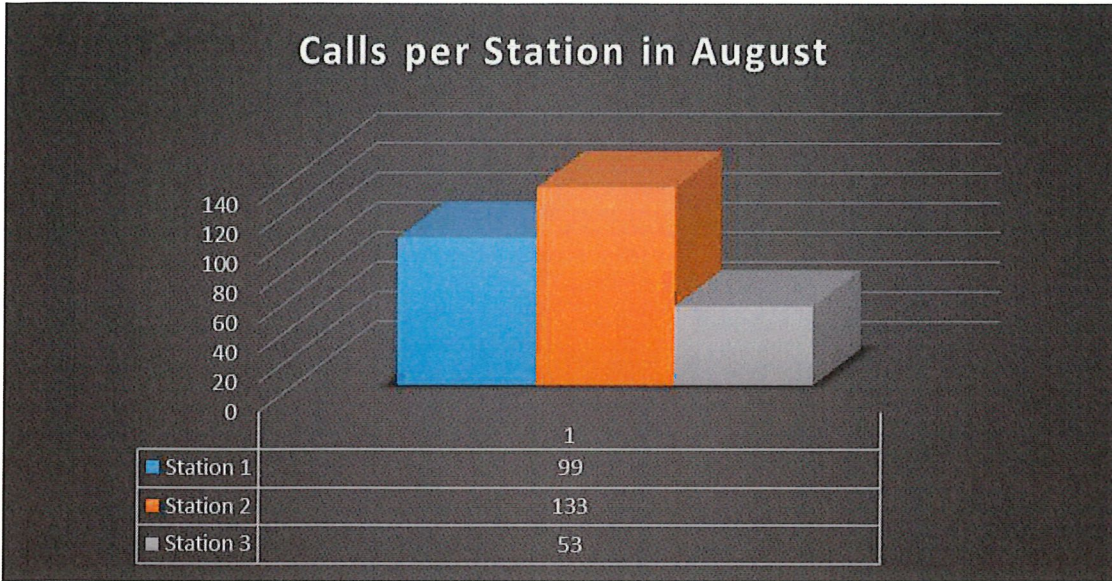
## Trustee Meeting

## Operations Report

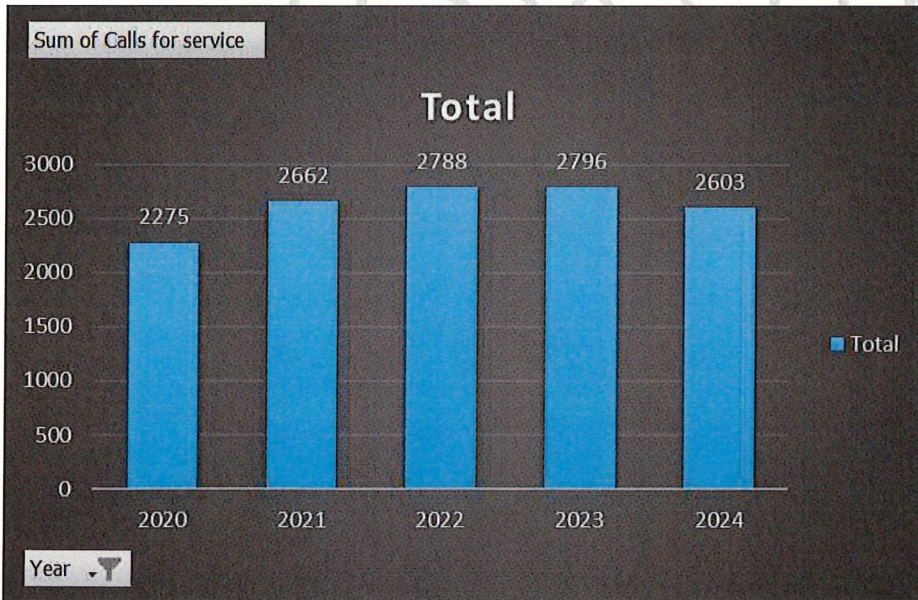
Calls by Month:



## Calls per Station:



## Calls for Service by Year:



## Calls by Responding Units:



## Staffing:

- Fulltime District
  - 30 Personnel
- Part Time Personnel
  - 11 Positions are currently filled out of 12 across three shifts
- Contract
  - 5 Positions
    - 4 Paramedics
    - 1 EMT Basics

## Fire Division:

- Fire in a Garage – 1305 Evergreen Lane
- Dumpster Fire into a Building – 1211 Deer Street
- Will be asking to purchase a UTV for Fire & EMS responses tonight

## Information Technology:

- No report

## Grant Funding:

- I'm working on the following grant funding:
  - Assistance to Firefighter Grants
    - 16 sets of fire coats and pants
    - Total of \$74,430.00
  - Office of the Illinois State Fire Marshal – Small Equipment Grant
    - 2,500 ft of 2 ½" fire hose
    - 800 ft of 1 ¾" fire hose
    - Total of \$25,950.00
  - Firehouse Subs
    - 14 ft Rescue Boat
    - 40 HP Tohatsu Boat Motor
    - Total of \$12,104.07

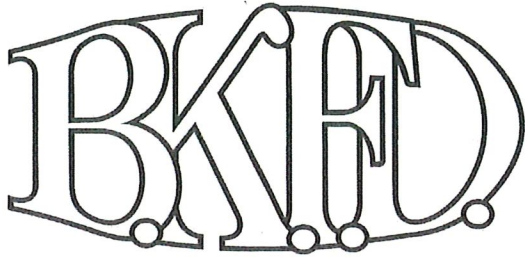
Applying for a total of \$112,484.07 in grant funding

## Fleet Maintenance:

- Mark is finishing new Medic 142 to get it into service
- The frame rail replacement project continues on E123

## Stations:

- Roof Replacement project has started at Station 2 on October 1<sup>st</sup>
- Station 3 roof replacement will start soon after Station 2 is completed



# Bristol Kendall Fire Protection District

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## October 2024 Trustee Meeting Fire Chief Report

### Bills out of Norm:

- Fire Fund
  - \$250,000- BKF Pension Fund
  - \$1500- Haigh Solutions for Grant Writing
  - \$4,656- Steven's for winter clothing purchase
- EMS Fund
  - \$250,000- BKF Pension Fund
  - \$235, 701- HFS for GEMT payment
- Capital Fund
  - \$10,958- Air One for battery operated ventilation fan
  - \$66,130- Equipment Management for Extrication Tools at station 2
  - \$23,600- FGM for second half payment of bid projects
  - \$148,413- FNBO for last payment on 2020 engine
  - \$10,802- Ward Diesel for no smoke on new medic 142
- Upcoming Large Purchases
  - Training Facility last quarter percent
  - Station 2 and 3 Roofs
  - October has extra pay period in it

### Staffing:

- Overtime hours for July:
  - Full time District- 872.5 Hours
  - Full time Contract- 261.25 Hours
  - Part Time District- 143.5 Hours (Rough estimate)
  - Kelly Days- 432 Hours
  - Sick Days- 271.5 Hours
  - Vacation Days- 360 Hours
  - Comp Time Days- 24 Hours
  - Bereavement Day- 0 Hours
  - On Duty Injury- 86 Hours

- Overtime hours for August:
  - Full time District- 504.75 Hours
  - Full time Contract- 128.25 Hours
  - Part time District- 352.25 Hours (Rough estimate)
  - Kelly Days- 216 Hours
  - Sick Days- 226 Hours
  - Vacation Days- 344 Hours
  - Comp time Days- 0 Hours
  - Bereavement Day- 0 Hours
  - On Duty Injury- 0 Hours
- Overtime hours for September:
  - Full time District- 325 Hours
  - Full time Contract- 126.25 Hours
  - Part time District- 191.50 Hours (Rough estimate)
  - Kelly Days- 384 Hours
  - Sick Days- 174.5 Hours
  - Vacation Days- 344 Hours
  - Comp time Days- 48 Hours
  - Bereavement Day- 0 Hours
  - On Duty Injury- 0 Hours

## Finances:

- FNBO Checking
  - Market Value- \$1,249,400
  - Interest- \$950
  - Year to Date Interest- \$9,326
- FNBO Money Market
  - Market Value- \$148,387
  - Interest- \$386
  - Year to Date Interest- \$4200
- Schwab Operation Fund
  - Market Value- \$10,545,742
  - Schwab Money Market is down around 4.7% which accounts for maybe a third of the fund
  - Year to date income is \$332,501
- Schwab Capital Fund
  - Market Value- \$2,230,118
  - Treasury Bills and CDs with returns of 4.9% to 5.5%
  - Year to date income is \$43,224 (since 4/15/2024)
- Fifth Tax distribution was received on 9-27
  - The amount was \$3,333,677.82
- Fire Recovery
  - Year to date there are \$25,433.84 in claims submitted.
  - Have received \$14,405.92
- City of Yorkville
  - Impact Fees
    - May- \$16,950
    - June- \$11,250
    - July- \$5,950

## **Commissioner Notes:**

- Next meeting is November 19
  - Review and approve meeting minutes
  - Progress report on probationary personnel (8)
  - Will be requesting them to process next ten candidates

## **Other Notes:**

- Trustee election information has been posted on our website and Facebook. We spoke with Shawn and nothing legally has to be posted in the paper, just on our website.
- Year in Review report was put together and is included in the packet.
- Sent the Year in Review report and Decennial report to personnel. Started making rounds to see personnel and answer any questions or concerns they may have with the info or anything else.
- T-Mobile project is moving forward. Will be out October 22<sup>nd</sup> to switch personnel phones over. We are receiving Iphone 14 for free to replace the 6 rig phones. Vehicles will be utilizing control center which means we will be charged less monthly for vehicles that do not use the network as often like the brush truck, tender, and reserve units.
- We removed some metal cabinets in the office and replaced with nicer looking wood grain cabinets to start organizing and updating that space.
- I will be out of state the weekend of October 11-13 and again October 27 through November 2.



# Bristol-Kendall Fire Protection District

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## Year in Review since Staff Transition

### Personnel

#### • Staffing

- Appointed an Assistant Chief of Operations
- Finished the testing process for Lieutenants and promoted four off the list so far
- Advertised, Interviewed, and Appointed an Assistant Chief of Training
- Title change and salary adjustment for Executive Assistant to be inline with job duties
- Advertised, Interviewed, and Hired an IT Administrator in conjunction with Oswego FPD
- Started a new FF testing process
  - Agreed with union to be able to hire FF/EMT to help retain our part time personnel
  - Hired five off the list and still have a list of personnel to pull from
- January staffing was increased from 13 to 15 a day
- May staffing was budgeted for 16 a day with a minimum manning of 13
  - Reduces the chances of forcebacks
  - Reduces overtime costs
  - When fully staffed, gives an opportunity to put a Lt in the car for the shift to gain experience as a shift commander (Training program needs to be built for this)
- September the number of full-time district FFs was raised to 30
  - Converted three open contract positions to district
- Hired five part time employees from outside of the department and four of them sit on our full time FF list
- Two union members are working back on 7G completing business inspections
  - Helps with the work load in the fire bureau
  - Also helps with a succession plan for when Fire Marshal Torrence retires

#### • Salaries

- Contract starting salaries were raised to match those of the full-time district employees
- Through the MOU with the union, providing a \$5,000 per year retention bonus
- Also established a percentage-based longevity pay for union members through the MOU
  - Most longevity is a flat dollar amount, percentage is rare in any industry

#### • Benefits

- Health insurance was broken down on paychecks for; medical, dental, vision, and supplementary so personnel could see what they had
- Added a third medical coverage option with a high deductible and HSA
- Health insurance broker came out to go over the new plan option and answer questions with personnel
- Employee Navigator was setup for employees to sign up for health care benefits online
  - Reduces the risk of human error since hand entering info prior
  - Also allows employees to see what they have and the exact cost of what it will be
- Established a VEBA account at no cost to the district
  - Allows personnel to save money tax free for retirement healthcare
- Two staff members were placed into IMRF that were not previously to follow state statute
- Established sick time for part time personnel
- Quarterly review of funds in the 457 to make sure we have the highest rated funds available for our personnel

- Worked with union members to layout a new ceremony for new members and promotions
- Signed a contract with Ready Rebound to benefit personnel and their family
  - The company helps speed up the process when personnel or family members are injured to help them get back to work sooner
- Changed policy 430 to allow personnel to wear shorts on duty
- Slowly outfitting full time personnel with new Class A uniforms
- FF gear has almost been completely replaced and soon will be working on a second set for personnel so they have a back up set

#### Stations

- Station 2 and 3 were evaluated for hail damage from storms in previous years by insurance
  - Station 3's roof had hail damage and will be 100% paid for by insurance (savings of \$104,000)
  - Station 2 and 3 had cosmetic hail damage to the tin and insurance money was received for it
- Station 3's sprinkler system has been slowly getting replaced due to lower grade pipes used that are deteriorating
  - A nitrogen system is being installed on the dry system which will prevent further deterioration of the pipes, station 2 will receive the same system
- Station 2 is budgeted for a light renovation this year of carpet and counter tops
- Working on a couple of different angles to secure land for station 4 and 5
- Cleaning out the stations of items no longer used that have been sitting in storage since volunteer days
- Station 3 had their lights upgraded through ComEd's LED upgrade program
- Shift Officers were asked to put together station budget requests to give them input on their station
- Rand worked with state archivist and we destroyed over 120 boxes of records
  - Several more have and continue to be scanned in electronically
- Reduced the yearly maintenance contract on Station 1's HVAC system which saves \$4,000 a year
- Gear washers at station 1 and 2 have been replaced which hopefully leads to better cleaning of dirty fire gear

#### Vehicles

- Added more lights to the side of the new medic unit to increase visibility at intersections
- Added lights to running boards of staff vehicles to increase visibility at intersections
- Ordered two new engines
  - Money has been set aside and invested to help with reducing the funds needed for the purchase of these vehicles
  - Union personnel had a voice in the vehicle design
- Squad 175 was sold for \$150,000 that has not responded on calls or been used for several years
  - Money from this sale will be used to upgrade a pickup truck, boats, and golf cart
- Been working on options to get out of purchasing the new ladder truck that several personnel have said they do not want
- Personnel were asked about changing color scheme on vehicles and they wanted red with a black stripe
- Donated the old water rescue vehicle to the City of Yorkville

#### Equipment

- Purchased Genesis Extrication tools which was the preferred brand by personnel
- Signed a contract with Zoll which allowed us to upgrade cardiac monitors and allow for another upgrade in the future for a cost spread over ten years
- Donated old equipment to a department in southern Illinois that is in need of equipment
- Purchased new Lucas Devices based on personnel input
- Purchased powered stair chairs to help prevent back injuries and based on personnel input

## Finances

- Created a 20-year vehicle replacement plan
- Setup accounts with Schwab through Sawyer Falduto to maximize interest on money in the bank
  - Monthly cash flow was put into short term securities to further maximize our returns
  - Interest money will be close to tripling (\$300,000) from previous years
- Ambulance rates were evaluated and raised but any unpaid bills by insurance will not be sent to tax payers giving them a potential savings
- Working on grants through Fire House Subs, AFG Grant, and OSFM grant to help fund some capitol purchases
- Working with T-Mobile on switching phone carriers and reducing the number of lines we have for a cost savings

## Operations

- Updated all the box cards which has not been done in about four years
  - Includes adding an extra fire company on structure fires
  - Includes adding a Battalion Chief from Oswego on larger incidents at the general alarm level to give command additional support
- Worked with City of Yorkville to establish an IGA on the maintenance of Riemenschneider Park
- Worked with Raging Waves to provide EMS coverage on Saturdays in July

## Training & Safety

- Working with Oswego and Little Rock Fox on a MABAS division water rescue team
- Created a class syllabus, quizzes, final test, and built assignments in Target Solutions for a Hazmat Operations OSFM course.
- Created a class syllabus, quizzes, final test, and built assignments in Target Solutions for a Basic Operations Firefighter OSFM course to the new curriculum changed this year.
- Working on setting up a Chaplain Service
- Working with neighboring departments on joint trainings in the future

## Transparency

- Monthly updates have been sent to personnel on what was approved in meetings and being worked on
- A Fire Chief report is now included in the board packet
- Board meeting room was rearranged so everyone is facing the public when they are speaking
- A powerpoint is utilized during the board meetings so the public can follow along on the highlights of the meeting
- 19-page Decennial Report was put together



# Bristol Kendall Fire Protection District

103 East Beaver Street  
Yorkville, IL 60560-1704  
Phone: 630-553-6186  
Fax: 630-553-1482



## Memorandum

Date: October 7, 2024

To: Board of Trustees

From: Interim Fire Chief Jeremy Messersmith

RE: Policy Approval

President Johnson,

I am requesting board review and approval for the following Policy Changes:

Updated Policies (Changes in Blue and Red)

- Policy 800- Facility Security
- Policy 803- Flag Display

New Policy

- Policy 1100- Records Management

## Facility Security

### 800.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the physical security of fire stations and other district facilities. The safety and security of district members is the primary purpose of this policy. District members should be mindful of their responsibility to protect themselves from any potential physical threats and to protect the security of district facilities.

### 800.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to provide physical security measures for all facilities under district control.

### 800.3 GUIDELINES

Members are responsible for ensuring that all district facilities remain secured from unauthorized access at all times.

District members should apply the following guidelines whenever practicable.

#### 800.3.1 ADMINISTRATION, FIRE PREVENTION AND OTHER PUBLIC ACCESS AREAS

Public access facilities should only be accessible to the public during published business hours and only when sufficient staffing is available to monitor the movement of visitors and restrict access to areas containing confidential or sensitive materials or information. Any facility allowing access to the public should have a designated reception area and some method of limiting public access to controlled areas.

Members of the public should be prohibited from using photographic, electronic imaging or recording equipment while inside the controlled areas of the facility, unless such use is necessary for the business purpose of the visit and then only with the approval of the facility's manager or a chief officer.

No public access to the facility should be permitted outside of the published business hours. The facility should be secured against unauthorized entry when closed or when sufficient district personnel are not available to monitor visitor access.

#### 800.3.2 FIRE STATIONS

Fire stations are considered secure facilities with limited public access. Public access to a fire station shall only be permitted into the designated public access area, which should be kept free of confidential records, reports or other protected materials.

A member of the District should accompany any visitor entering the controlled areas of the fire station. All visitors should be monitored throughout their stay in the fire station. The public should not be allowed access to the member sleeping quarters of the station or to any area where members have private lockers or storage for personal belongings. Visitors should not be allowed

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Facility Security*

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to take photographs, electronic images or other recordings while inside a fire station, unless it is essential to the purpose of the visit.

All fire station exterior doors should be equipped with self-closing and self-locking doors. All exterior doors should be kept closed and locked at all times, including apparatus bay doors, unless a member is present to prevent unauthorized access. [If an apparatus bay door is open, it is to be opened no more than 12" from the floor or completely open.](#) All points of access to the fire station should be closed and locked any time no members are present. All exterior storage rooms, lockers or other facilities should remain locked at all times unless directly observed by a member. Secure parking areas (fenced/gated) should be kept secured at all times unless directly observed by a member.

### 800.3.3 BREACH OF SECURITY

All members are responsible for assisting in maintaining the security of district facilities.

Any breach in security should be reported as soon as practicable, through the chain of command, to the chief officer or division manager responsible for the facility.

Any criminal activity that occurs and that poses a threat to district members should immediately be reported to local law enforcement. If warranted by conditions or circumstances, all on-duty members should be notified of the incident and any recommended precautions as soon as practicable. Other members of the District should be notified of the incident as soon as practicable, given the totality of the circumstances.

### 800.3.4 SUSPICIOUS ACTIVITY

District members should be vigilant about any suspicious activity occurring in or around district facilities and should report any such activity, through the chain of command, to the chief officer or division manager responsible for the facility. In some circumstances it may be necessary to immediately contact law enforcement to investigate a suspicious activity or circumstance. Suspicious activity may include, but is not limited to:

- Anyone loitering in the vicinity of the facility for an extended period of time.
- Unknown individuals photographing or taking images of the facility, of members of the District assigned to the facility or of district vehicles or apparatus.
- Unknown individuals who appear to be monitoring the activities taking place at the facility.
- Anyone attempting to gain access or requesting access to district facilities without proper authorization.
- Any abandoned packages or other items left on district grounds or adjacent to district facilities.
- Any unknown or abandoned vehicles left on district grounds or adjacent to the district facility.

## Flag Display

### 803.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance to members of the Bristol Kendall Fire Protection District regarding the proper display of the flags of both the United States and the State of Illinois. [For flag display protocol subsequent to a line-of-duty death, see the Line-of-Duty Death Policy.](#)

### 803.2 POLICY

[It is the policy of the Bristol Kendall Fire Protection District that only the following flags will be displayed: United States, Illinois State, POW/MIA, and Department Flag.](#)

### 803.3 DISPLAYING THE FLAG OF THE UNITED STATES

Federal law providing for the use and the display of the U.S. flag is contained in Title 4 Chapter 1 of the United States Code, commonly referred to as the "Flag Code." Members of this district will display the flag of the United States in accordance with the provisions of 4 USC § 1 through 4 USC § 10.

#### 803.3.1 DISPLAY OF THE U.S. FLAG IN DAILY OPERATIONS

District members should consult the Flag Code for guidance whenever the flag of the United States is to be displayed in any manner. This is to ensure that the display is presented in accordance with the Flag Code and as follows:

- (a) The United States flag should be conspicuously posted on all fire district facilities during hours of operation.
- (b) It is the universal custom to display the flag only from sunrise to sunset on buildings and on a stationary flagstaff in the open. However, the flag may be displayed 24 hours a day if it is properly illuminated during the hours of darkness (4 USC § 6(a)).
- (c) The flag should not be displayed on days when the weather is inclement, except when an all-weather flag is displayed (4 USC § 6(c)).
- (d) The U.S. flag may only be flown at half-staff by Presidential or Gubernatorial decree, and on Memorial Day until noon (4 USC § 7(m)).

Whenever the U.S. flag is displayed in conjunction with other flags or symbols it should occupy the "Place of Honor" (4 USC § 7).

### 803.4 DISPLAY OF THE ILLINOIS STATE FLAG

Members of the Bristol Kendall Fire Protection District will display the Illinois State flag prominently and in the proper position of honor in accordance with the United States Flag Code.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Flag Display*

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### 803.4.1 DISPLAY OF THE ILLINOIS FLAG IN DAILY OPERATIONS

District members should consult the Office of the Governor for guidance whenever the flag is to be displayed in any manner to ensure that the display is presented appropriately. Displays of the flag should be consistent with the following protocol:

- (a) The flag should be conspicuously posted on all district facilities during hours of operation.
- (b) Generally, the flag should be displayed only from sunrise to sunset on buildings and on a stationary flagstaff in the open. However, the flag may be displayed 24 hours a day if it is properly illuminated during the hours of darkness.
- (c) The flag should not be displayed on days when the weather is inclement, except when an all-weather flag is displayed.
- (d) The flag shall be flown at half-staff whenever the flag of the United States is flown at half-staff, and may only be flown at half-staff at other times by order of the Governor of Illinois (5 ILCS 465/10).
- (e) Whenever the flag is displayed in conjunction with the United States flag, the United States flag shall occupy the position of first honor (4 USC § 7). When the flag is displayed in conjunction with other flags or symbols, it should occupy the position of honor.

~~For flag display protocol subsequent to a line-of-duty death, see the Line-of-Duty Death Policy.~~

### 803.5 DISPLAY OF THE POW/MIA FLAG

District members should consult the U.S. Department of Veterans Affairs for guidance whenever the flag is to be displayed in any manner to ensure that the display is presented appropriately. Displays of the flag should be consistent with the following protocol:

- (a) The flag should be conspicuously posted on the third Friday of September as National POW/MIA Recognition Day.
- (b) - Whenever the flag is displayed in conjunction with the United States flag, the United States flag shall occupy the position of first honor (4 USC § 7). When the flag is displayed in conjunction with other flags or symbols, it should occupy the second position of precedence.

### 803.6 DISPLAY OF THE FIRE DEPARTMENT FLAG

District members should consult the Fire Chief or his/her designee for guidance whenever the flag is to be displayed in any manner to ensure that the display is presented appropriately. Displays of the flag should be consistent with the following protocol:

- (a) The flag should be conspicuously posted on all district facilities during hours of operation.
- (b) Generally, the flag should be displayed only from sunrise to sunset on buildings and on a stationary flagstaff in the open. However, the flag may be displayed 24 hours a day if it is properly illuminated during the hours of darkness.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Flag Display*

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- (c) The flag should not be displayed on days when the weather is inclement, except when an all-weather flag is displayed.
- (d) The flag shall be flown at half-staff whenever the flag of the United States is flown at half-staff.
- (e) Whenever the flag is displayed in conjunction with the United States flag, the United States flag shall occupy the position of first honor (4 USC § 7). When the flag is displayed in conjunction with other flags or symbols, it should occupy the lowest position of honor.

## Records Management

### 1100.1 PURPOSE AND SCOPE

This policy provides guidelines for the management of all district documents, including those in fire stations, to ensure that district records are maintained and available as needed. This policy also provides guidance on the retention, disposition and security of records.

### 1100.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to promote the efficient and cost-effective conduct of district business by reducing the number of records in active file areas, eliminating unnecessary retention of duplicate or obsolete documents and providing for timely transfer of inactive files in compliance with legal requirements.

### 1100.3 FREEDOM OF INFORMATION ACT OFFICER

The Fire Chief shall appoint a Freedom of Information Act (FOIA) Officer (5 ILCS 140/3.5), who will oversee the records management program, including the records retention schedule. The FOIA Officer should:

- (a) Remain familiar with the Illinois FOIA.
- (b) Identify what records the District has, where the records are kept, the volume and how the records are used.
- (c) Maintain and update the district's records retention schedule, including:
  1. Identify the minimum length of time the District must keep records in a series.
  2. Identify the district section or division responsible for the original record.
- (d) Coordinate the placement of inactive records in storage, including:
  1. Maintaining a storage inventory.
  2. Providing an annual reminder to Division Chiefs and section managers to review files to determine if any records should be transferred to storage.
- (e) Manage the destruction of district records, including:
  1. Annually reviewing the records retention schedule and storage inventory list to determine which records are eligible for destruction.
  2. Providing a list to Division Chiefs and section managers of records eligible to be destroyed.
  3. Obtaining any required approvals for the destruction of eligible records.
  4. Maintaining a list of records that have been destroyed.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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- (f) Ensure that confidential and other sensitive records are stored or maintained to protect the sensitive nature of the records.
- (g) Process subpoenas and requests for records as provided in the Subpoenas and Court Appearances, the Release of Records and the Patient Medical Record Security and Privacy policies.
- (h) Manage a document imaging or other process for bulky or rarely accessed records with long retention periods.
- (i) Establish rules regarding the inspection and copying of district records as reasonably necessary for the protection of such records, including:
  - 1. Identifying records or portions of records that are confidential under state or federal law and not open for inspection or copying.
  - 2. Maintaining a schedule of fees for public records as allowed by law (5 ILCS 140/6).
- (j) Prepare and make available to the public a reasonably detailed list of documents or categories of records under the control of the District and a description of the manner in which public records stored by means of electronic data processing may be obtained in a form comprehensible to persons lacking knowledge of computer language or printout format (5 ILCS 140/5).
- (k) Consult with the Fire Chief in the event further information is needed regarding the appropriate response to a records request. The Illinois Attorney General may issue advisory opinions to the District in response to a written request from the Fire Chief regarding compliance questions (5 ILCS 140/9.5(h)).

### 1100.3.1 DISSEMINATION OF INFORMATION ABOUT THE DISTRICT AND PUBLIC RECORDS

The District shall prominently display at its headquarters and on the District website information that conveys the District mission, operating budget, locations, number of employees and an organizational chart that depicts the District structure and the relationship of the District to District government. Information identifying the District FOIA Officer, the categories and fee structure of available records, and the process for requesting public records, including the address for submitting requests, shall also be displayed (5 ILCS 140/4).

### 1100.4 MEMBERS' RESPONSIBILITY

All members are expected to handle district records in a responsible manner and as provided in this policy.

Members are responsible for ensuring that records in their control are maintained as provided in the records retention schedule.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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### **1100.5 COMPANY OFFICERS' RESPONSIBILITY**

Company Officers at fire stations are responsible for the management of records at the fire station level. The Company Officers should ensure that all records at the fire stations are retained in accordance with this policy.

### **1100.6 TRAINING**

The FOIA Officer shall complete an electronic training curriculum offered by the state Public Access Counselor within 30 days of assuming responsibilities for public records and complete annual training thereafter (5 ILCS 140/3.5).

### **1100.7 ADMINISTRATIVE RECORDS RETENTION**

#### **1100.7.1 APPLICATIONS FOR AUTHORITY TO DISPOSE OF LOCAL RECORDS AND LOCAL RECORDS DISPOSAL CERTIFICATES**

Arrangement: Chronological

Recommendation:

- Retain permanently.

#### **1100.7.2 ADMINISTRATIVE FILES AND MISCELLANEOUS CORRESPONDENCE, INCLUDING EMAIL CLASSIFIED AS GENERAL CORRESPONDENCE AND NOT RELATED TO ANOTHER RECORDS SERIES; COPIES, REFERENCE MATERIALS, PUBLICATIONS, ETC.**

Arrangement: Chronological

Recommendation:

- Retain for one (1) year, then dispose of records no longer possessing any further administrative, fiscal, legal, and/or historical value.

#### **1100.7.3 BIDS SPECIFICATIONS AND PROPOSALS**

Arrangement: Alphabetical

Recommendation:

- Retain successful bids for ten (10) years after terms of the related contract are complete, then dispose of.
- Retain unsuccessful bids for three (3) years after rejection, then dispose of.

#### **1100.7.4 COMMITTEE MEETING RECORDINGS**

Arrangement: Chronological

Recommendation:

- Retain audio and video recordings of open meetings for sixty (60) days after adoption of minutes, then dispose of.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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- Retain audio and video recordings of closed meetings in compliance with 5 ILCS 120/2.06 (3c).

### 1100.7.5 DAILY DRUG BOX INVENTORIES

Arrangement: Chronological

Recommendations:

- Retain for two (2) years, then dispose of.

### 1100.7.6 ELECTION RECORDS

Arrangement: Chronological

Recommendations:

- Retain for one (1) year, then dispose of.

### 1100.7.7 ELIGIBILITY AND PROMOTIONAL LISTS

Arrangement: Chronological

Recommendation:

- Retain for three (3) years or until superseded by a new list, then dispose of.

### 1100.7.8 EMS BILLING

Arrangement: Chronological

Recommendation:

- Retain for seven (7) years, then dispose of.

### 1100.7.9 EMS PATIENT REPORTS

Arrangement: Chronological

Recommendation:

- Retain for five (5) years, then dispose of.

### 1100.7.10 FIRE REPORTS

Arrangement: Chronological

Recommendation:

- Retain for seven (7) years except those relating to arson which must be retained for eighty (80) years, then dispose of.

### 1100.7.11 FREEDOM OF INFORMATION ACT REQUESTS AND DENIALS (FOIA)

Arrangement: Chronological

Recommendation:

- Retain for two (2) years after filing date, then dispose of, provided no review is pending with the Attorney General's Public Access Counselor.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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### 1100.7.12 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (EPA) PERMITS

Arrangement: Numerical

Recommendation:

- Retain for five (5) years after expiration of permit, then dispose of.

### 1100.7.13 MINUTES, AGENDA, AND BOARD PACKET FOR MEETING HELD UNDER THE OPEN MEETINGS ACT

This record series includes:

- Trustee
- Pension
- Foreign Fire
- Board of Commissioners

Arrangement: Chronological

Recommendation:

- Retain minutes and agenda for open meetings permanently.
- Retain packet containing original material referred to in the minutes permanently.
  - If packet contains copies only, retain for one (1) year, then dispose of.
- Retain minutes for closed meetings in compliance with 5 ILCS 120/2.06 (3c).

### 1100.7.14 VEHICLE AND EQUIPMENT MAINTENANCE RECORDS

Arrangement: Numerical

Recommendation:

- Retain until equipment is sold, traded, or junked, then dispose of.

## **1100.8 FISCAL RECORDS RETENTION**

### 1100.8.1 AUDITS

Arrangement: Chronological

Recommendation:

- Retain one copy of each audit report permanently.
- Retain duplicate audits for one (1) year, then dispose of.

### 1100.8.2 BUDGETS AND BUDGET WORK PAPERS

Arrangement: Chronological

Recommendation:

- Retain budgets for seven (7) years, then dispose of.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

---

- Retain budget worksheets for (2) years following approval of budget, then dispose of.
- Copies: retain until usefulness of record is complete, then dispose of.

### 1100.8.3 DISTRICT TESTING RECORDS AND SUPPORTING DOCUMENTS

Arrangement: Chronological

Recommendation:

- Retain one (1) copy permanently.
- Retain support documents until administrative use is complete, then dispose of.

### 1100.8.4 PAID BILLS, INVOICES, BANK STATEMENTS, PURCHASE ORDERS, ETC.

Arrangement: Chronological

Recommendation:

- Retain for seven (7) years, then dispose of.

### 1100.8.5 PENSION MEMBER RECORDS

Arrangement: Chronological

Recommendation:

- Retain Pension applications and final payment for twenty (20) years after date of last payment benefits to the retiree or beneficiary, then dispose of.
- Retain other records in this series for ten (10) years after date of last payment benefits to the retiree or beneficiary, then dispose of.

## **1100.9 PERSONNEL RECORDS RETENTION**

### 1100.9.1 I-9 RECORDS

Arrangement: Chronological/Alphabetical

Recommendation:

- If person is employed for less than three (3) years after date of hire, then dispose of.
- If person is employed for three years or longer, then retain for one (1) year after termination of employment, then dispose of.

### 1100.9.2 HEALTH FOLDER

Arrangement: Alphabetical

Recommendation:

- Retain for five (5) years following termination of employment, then dispose of.

### 1100.9.3 PERSONNEL RECORDS

Arrangement: Alphabetical

Recommendation:

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

---

- Retain individual work and salary history records for sixty (60) years or until terminated employee's seventy-eighth (78th) birthday, whichever occurs first, then dispose of.
- If the employee has not retired by age seventy-eight (78), retain the work and salary history records for ten (10) years after termination of employment, then dispose of.
- If the employee is deceased retain entire file for five (5) years after date of death, then dispose of provided no litigation is pending or anticipated.
- Retain all other records and supporting documents within this record series that are not covered under another record series for seven (7) years from date of generation, then dispose of.

### 1100.9.4 STATE AND FEDERAL TAX STATEMENTS AND TAX REPORTS (W-2'S, W-3'S, W-4'S, IL-501'S, IL-941'S, ETC.)

Arrangement: Chronological

Recommendation:

- Retain W-4's for five (5) years after termination of employment or until W-4 is superseded by a new W-4, then dispose of.
- Retain all other tax forms in this record series for seven (7) years, then dispose of.

### 1100.9.5 TIME SHEETS / PAYROLL RECORDS

Arrangement: Chronological

Recommendation:

- Retain for two (2) years provided the information has been transferred to employee's salary and work history, then dispose of.

### 1100.9.6 TRAINING RECORDS INCLUDING DRIVER

Arrangement: Alphabetical

Recommendation:

- Retain for five (5) years following termination of employment, then dispose of.

### 1100.9.7 WORKERS COMPENSATION RECORDS

Arrangement: Chronological/Alphabetical

Recommendation:

- Retain for seven (7) years following settlement of the case, then dispose of.

## **1100.10 FIRE BUREAU RECORDS RETENTION**

### 1100.10.1 BUSINESS INSPECTIONS (OCCUPANCY, ANNUAL, COMPLAINT, ETC.)

Arrangement: Numerical

Recommendation:

- Retain for five (5) years, then dispose of.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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### 1100.10.2 FIRE INVESTIGATION REPORTS

Arrangement: Numerical

Recommendation:

- Retain for seven (7) years, except those pertaining to arson which must be retained for eighty (80) years, then dispose of.

### 1100.10.3 FIRE SPRINKLER / ALARM / HOOD ETC. PERMITS

Arrangement: Numerical

Recommendation:

- Retain for five (5) years after superseded, then dispose of.

### 1100.10.4 FIRE SPRINKLER / ALARM / HOOD ETC. PERMIT INSPECTIONS

Arrangement: Numerical

Recommendation:

- Retain for five (5) years, then dispose of.

### 1100.10.5 FIRE SPRINKLER, FIRE ALARM, HOOD SUPPRESSION 3RD PARTY ANNUAL INSPECTION

Arrangement: Numerical

Recommendation:

- Retain until administrative use is complete, then dispose of.

### 1100.10.6 PLANS AND SPECIFICATIONS FOR SPRINKLER / ALARM / HOOD ETC. PERMITS

Arrangement: Numerical

Recommendation:

- Retain residential permits, plans and inspections for fourteen (14) years, then dispose of.
- Retain commercial, industrial and multi-family dwelling permits, plans and inspections permanently or for fourteen (14) years after life of structure, then dispose of.

### 1100.10.7 VENDOR CONTRACTS AND AGREEMENTS

Arrangement: Alphabetical

Recommendation:

- Retain contracts and contract renewals for ten (10) years after termination or completion of the terms of the contract, agreement, or lease, then dispose of.
- Copies: retain for two (2) years, then dispose of.

# Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

## *Records Management*

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### **1100.11 RECORD DISPOSAL**

A Local Records Disposal Certificate must be filed with the Records Management Section of the Office of the Secretary of State (30) days prior to disposal of any records. Once the request has been returned and marked approved then the records may be destroyed. An electronic copy of the Local Records Disposal Certificate is available on the website at [ilsos.gov](http://ilsos.gov).

[See attachment: Records Disposal Certification Form](#)

## Attachments

## Records Disposal Certification Form.pdf





# Bristol-Kendall Fire Protection District

103 Beaver Street  
Yorkville, IL 60560-1704  
Phone: 630-553-6186  
Fax: 630-553-1482



## Memorandum

Date: October 3, 2024

To: Board of Trustees

From: Interim Fire Chief Jeremy Messersmith

RE: Personnel Status

---

President Johnson,

Alex Dunn has turned in his resignation from part time employment. He had accepted a full time position with Ottawa earlier this year and does not have the time to work part time.

The following cadets have resigned due to pursuing other opportunities- Ella Fichtel and Jack Zabukover.

Acknowledge and accept all three resignations.

I am requesting trustee approval for employment status change from Cadet to Firefighter Recruit for the following:

- Charles Vasicek

# TWIN SUPPLIES, LTD.

*High Efficiency Lighting*

# ESTIMATE

<http://twinsupplies.net>    1010 JORIE BLVD, Suite 124    OAK BROOK, IL 60523  
 PHONE: (630) 590-5138    FAX: (630) 537-1045    EMAIL: [info@twinsupplies.net](mailto:info@twinsupplies.net)

Date	Estimate #
10/2/2024	565-33-525C

Bristol Kendall Fire Protection 103 E Beaver St Yorkville, IL 60560
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Ship To Bristol Kendall Fire Protection 103 E Beaver St Yorkville, IL 60560
--

Customer Contact	Customer Phone
Chief James Bateman	815-217-5833

Rep	Project
C&A	

Item	Description	Qty	Rate	Total
PHILIPS-EVO CLICK PRO 2X4...	BRISTOL KENDALL FIRE STATION #2 PHILIPS- 2X4 EVO KIT CLICK PRO LED - 29W LED; SENSOR SNS 2101A INSTALLED; 4000K; 4200 LUMENS DLC PREMIUM	47	25.00	1,175.00
PHILIPS-DIMMER SWITCH P...	PHILIPS - SWS200 WIRELESS SWITCH used with the Interact Pro	6	80.00	480.00
SLG-4FT RETRO	SLG - 4FT LED RETRO FIT W/ CONTROLS, LUMEN OUTPUT ADJUSTABLE (3,300-6,200) WATTAGE SELECTABLE (24W-47W) COLOR SELECTABLE (3500K-5000K) 120-277V. DLC LISTED Product ID S-L9JB04	36	63.00	2,268.00
DAYBRITE-4-48 STRIP PRO	DAYBRITE - 4FT LED 56 WATTS, 4000K, 8,100 LUMENS, ROUNDED LENS, SIDE MOUNTED INTERACT PRO, ADVANCED LIGHTING CONTROLS. DLC PREMIUM v5.1; Product ID: S-R8IPEU	20	75.00	1,500.00
GC-INNOFIT GEN2 6"	GREEN CREATIVE - 6" GEN2 LED INNOFIT; 13 WATTS; 0-10v DIMMING; 3500K; 800-1,600 LUMENS 120-277V; WET LOCATION; 790492350683	18	52.00	936.00
ILP-SWP 3L	ILP - SWP SLIM WALL PACK; 23W, 3,000 LUMENS; COLOR SELECTABLE, BRONZE, DLC PREMIUM	7	55.00	385.00

**Subtotal**

**Sales Tax (0.0%)**

**Total**

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<http://twinsupplies.net/>

# TWIN SUPPLIES, LTD.

*High Efficiency Lighting*

# ESTIMATE

<http://twinsupplies.net>    1010 JORIE BLVD, Suite 124    OAK BROOK, IL 60523  
 PHONE: (630) 590-5138    FAX: (630) 537-1045    EMAIL: [info@twinsupplies.net](mailto:info@twinsupplies.net)

Date	Estimate #
10/2/2024	565-33-525C

Bristol Kendall Fire Protection 103 E Beaver St Yorkville, IL 60560
---

Ship To Bristol Kendall Fire Protection 103 E Beaver St Yorkville, IL 60560
--

Customer Contact	Customer Phone
Chief James Bateman	815-217-5833

Rep	Project
C&A	

Item	Description	Qty	Rate	Total
UNITE-TALON 100W AREA LI...	UNITE - TALON 100W LED AREA LIGHT, Type 3 Distribution, 5000K, 3 Pin CCT, 120/277V, Bronze Finish, Pole Arm Mount. DLC PREMIUM, 7 YEAR WARRANTY (SF)	4	120.00	480.00
LABOR	LABOR - 1 YEAR LABOR WARRANTY	1	4,200.00	4,200.00
SCAFFOLDING		1	350.00	350.00
COMED REBATE	COMED INCENTIVE (BASED ON APPROVAL) REQUESTED (\$7,816.10)			
COMED REBATE	COMED INCENTIVE 50% BONUS REQUESTED (\$3,908.05)			

This estimate is good for 30 days. Thank you for your business!		<b>Subtotal</b>	\$11,774.00
		<b>Sales Tax (0.0%)</b>	\$0.00
		<b>Total</b>	\$11,774.00

Check out some of our projects on our website:  
<http://twinsupplies.net/>



## Bristol Kendall Fire Protection District

103 East Beaver Street  
Yorkville, IL 60560-1704

Phone: 630-553-6186

Fax: 630-553-1482



# Memorandum

Date: October 8, 2024

To: President Ken Johnson

From: Interim Fire Chief Jeremy Messersmith

RE: Purchase Vehicle

President Johnson,

I am requesting board review and approval to purchase the following vehicle.

2025 Polaris Ranger Crew XP Northstar

- Used as utility vehicle for EMS calls
- Used as utility vehicle for brush fires
- Will replace the golf cart



- \$30,104.90 through government bid site
- Dealer direct is offering \$29,094.00
- Budgeted \$50,000 for complete project that includes; UTV, skid units, trailer, and accessories.



## Bristol Kendall Fire Protection District

103 East Beaver Street  
Yorkville, IL 60560-1704

Phone: 630-553-6186

Fax: 630-553-1482



# Memorandum

Date: October 7, 2024

To: Board of Trustees

From: Interim Fire Chief Jeremy Messersmith

RE: Declare Items Surplus

President Johnson,

I am requesting board review and approval for the following items to be declared as surplus.

- 5- PPE Coats
- 5- PPE Pants
- 16- Station 2 & 3 Headboards
- Workout benches at all three stations
- Golf Cart
- Golf Cart trailer
- 2- V bottom Boats



## Bristol Kendall Fire Protection District

103 East Beaver Street  
Yorkville, IL 60560-1704

Phone: 630-553-6186

Fax: 630-553-1482



# Memorandum

Date: October 3, 2024

To: President Ken Johnson

From: Interim Fire Chief Jeremy Messersmith

RE: Surplus Vehicle

President Johnson,

I am requesting board review and approval for the following vehicle to be declared as surplus.

Car 151- 1997 GMC 1 ton Pickup with 73,054 miles

- Used as utility vehicle and to pull boats
- New pickup is still on order
- Concern is the money we have been putting into it recently and it is about due for tires
- Our recommendation is to surplus it and accept bids for it with a minimum bid of \$10,000 like we did with the Chevy Tahoe

