

TRUSTEE MEETING PACKET

April 10, 2025

Bristol Kendall Fire Protection District

Trustee's Meeting Agenda

April 10, 2025 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 March 13, 2025 regular meeting. As electronically mailed
4. Approve minutes of the March 13, 2025 closed session – Approve, but not release
5. **Comments from the public.**
6. Present District bills for payment. – Fire Chief Jeremy Messersmith
 - a. approve tuition/travel/meal expenses-roll call (1)
 - b. approve District bills - roll call
7. Present payroll for review and approval - roll call
8. Present financial statements for review
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. Fire Chief Jeremy Messersmith
 - 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. Present and Discuss Tentative Budget
 - b. Approve Fund Transfer
 - c. Approval to hire Cadets
 - d. Mechanic job title change
 - e. Approval to hire Emergency Vehicle Technician
 - f. Approval to hire Part time employee – Michael Boyd
 - g. Approve policies – 401 - Part time shift personnel, 405 - Classification of Employees, 403- Health & Welfare Benefits, 320 - Fleet Maintenance Supervisor
 - h. Approval policies to take effect 4/30/2025 – 450 - Paid and Unpaid Leave, 412 - Compensation
 - i. Surplus Admin Office furniture and chairs
17. Reports from Planning Council.
18. Other business or **comments from public** to come before the Board.
19. Next regular meeting will be on **May 8, 2025 5:00 PM**

20. 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, MARCH 13, 2025**

REGULAR TRUSTEE'S MEETING

**BOARD PRESIDENT JOHNSON CALLED THE MEETING TO ORDER AT 5:00 P.M. and
DETERMINATION OF QUORUM**

Roll Call

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

Administration present: 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 FEBRUARY 13, 2025 REGULAR TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the February 13, 2025 Regular Trustee's Meeting Minutes. Motion to approve by Board Secretary Dr. Schlapp. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

APPROVE MINUTES OF THE FEBRUARY 13, 2025 CLOSED SESSION TRUSTEE'S MEETING

Board President Johnson entertained a motion to approve the February 13, 2025 Regular Closed Session Trustee's Meeting Minutes. Motion to approve, but not release by Board Secretary Dr. Schlapp. Seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

COMMENTS FROM THE PUBLIC

N/A

DISTRICT BILLS

Tuition reimbursement expense forms were presented for Evan Cummings for \$2,938.50 and Haylee Jackson for \$2,938.50

Board President Johnson entertained a motion to approve the reimbursements. Motion from Board Secretary Dr. Schlapp. Seconded by Trustee Peterson

Roll Call

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

The Board List of Bills was presented for approval:

Fire - \$7,229.54; EMS - \$60,683.64; Operations - \$33,759.45; Capital - \$35,276.20; Foreign Fire - \$0.00
Insurance - \$16,253.00; Online ACH payments - \$68,508.07; Memorial - \$0.00
Total: \$221,709.90

Board President Johnson entertained a motion to approve the District bills. Motion from Board Treasurer Schwartz and seconded by Board Secretary Dr. Schlapp.

Roll Call

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

PAYROLL

The Payroll Summary Report was presented for a total gross payroll of \$451,139.54 for the month of February 2025 for 2 pay periods.

Board President Johnson entertained a motion to approve the Payroll. Motion from Board Secretary Dr. Schlapp and seconded by Trustee Farren.

Roll Call

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

FIRE CHIEF MESSERSMITH'S REPORT

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

CLOSED SESSION

President: At this time I would ask for a motion to suspend the special meeting to enter into a closed session per 5 ILCS 120/2(c)(1) – The appointment, employment, compensation, 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 AND 5 ILCS 120/2(c)(5) – The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

Motion by: Board Secretary Schwartz Second by: Trustee Farren

All those in favor of a closed session say aye. All those opposed say no. Motion passed.

President: The following members are present; will the clerk please take a roll call:

Roll Call

Board President Johnson – yea; Board Treasurer Marty Schlapp - yea
Secretary Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson - yea

President: Also joining the board in closed session are:

Administration present: Chief Messersmith, A/C McCarty, A/C Cihak and Katie Miller (minutes recorder).

Closed Session began at 5:29 p.m.

President: At this time a discussion can be conducted on the subject as described in the exception list for closed sessions. No other business should be discussed. No official action may be taken in closed session.

President: At this time I would ask for a motion to adjourn the closed session and return to the regular meeting.

Motion by: Board Treasurer Schwartz Second by: Board Secretary Dr. Schlapp
All those in favor of a closed session say aye. All those opposed say no. Motion passed.

The closed session was adjourned at 7:04 p.m. and the regular Trustee Meeting reconvened at 7:06 p.m.

President: Will the clerk please take a roll call.

Roll Call

Board President Johnson – yea; Treasurer Marty Schwartz - yea
Secretary Gary Schlapp – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson - yea

ACTION AFTER CLOSED SESSION

No action taken.

PURCHASES AND GENERAL BUSINESS

A. Approve to bid out St. 1 roof project

Chief Messersmith asked for approval to bid out the St. 1 roof project through FGM Architects.

Board President Johnson entertained a motion for this approval. Motion to approve from Board Secretary Dr. Schlapp and seconded by Trustee Farren.

Roll Call

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

B. Approve to order 2 Medic Units

Chief Messersmith asked for approval from the board to order two new medic units.

Board President Johnson entertained a motion for this approval. Motion to approve 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 – yea; Trustee Jeff Farren – yea; Trustee Darin Peterson – yea
Motion Carried.

C. Approve policies 319 – Civilian Paramedic, 321 – Emergency Vehicle Technician

Chief Messersmith asked for approval to approve policies 319 – Civilian Paramedic and 321 – Emergency Vehicle Technician.

Board President Johnson entertained a motion for this approval. Motion to approve from Trustee Peterson and seconded by Board Secretary Dr. Schlapp. All in favor say aye. All those opposed say no. Motion passed.

D. Repeal policies 412 – Overtime, 442 – Trade Policy, 449- Maximum Scheduled Work Hours

Chief Messersmith asked for approval to repeal policies 412 – Overtime, 442 – Trade Policy, 449 – Maximum Scheduled Work Hours.

Board President Johnson entertained a motion for this approval. Motion to approve from Board Secretary Dr. Schlapp and seconded by Board Treasurer Schwartz. All in favor say aye. All those opposed say no. Motion passed.

E. Approve Fleet Services Agreement with Little Rock Fox Fire Protection District

Chief Messersmith asked for approval from the board to approve the Fleet Services Agreement with Little Rock Fox Fire Protection District.

Board President Johnson entertained a motion for this approval. Motion to approve from Trustee Farren and seconded by Board Secretary Dr. Schlapp.

Roll Call

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

F. Approve Fiscal Year '26 Staff Raises

Chief Messersmith asked for approval from the board for 3.25% staff raises for FY 26.

Board President Johnson entertained a motion for this approval. Motion to approve from Trustee Peterson and seconded by Board Secretary Dr. Schlapp.

Roll Call

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

G. Approval to open an additional Schwab account

Chief Messersmith asked for approval from the board to open additional Schwab account.

Board President Johnson entertained a motion for this approval. Motion to approve from Trustee Peterson and seconded by Board Secretary Dr. Schlapp.

Roll Call

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

REPORTS FROM YORKVILLE PLANNING COUNCIL

N/A

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

Board Treasurer Marty Schwartz commented on the accident that happened day and wanted to let us know how well everyone that was working it handled everything.

NEXT REGULAR TRUSTEE'S MEETING

The next Regular Trustee's Meeting is scheduled for April 13, 2025 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 by Board Secretary Dr. Schlapp and seconded by Trustee Farren. All in favor say aye. All those opposed say no. Motion passed.

The Trustee Meeting of February 13, 2025 was adjourned at 7:29 p.m.

Minutes Approved and Accepted:

President

Secretary



Bristol Kendall Fire Protection District Reimbursement Form



Employee Name: Jeremy Gruca

5725
010 5770

Tuition Section

Class Date From: _____ Class Date To: _____ Class Cost: _____

Class Name YOUTH FIRE SQUADS

Class Location: _____

Amount Requested: _____ Requested From: ☐ Foreign Fire(100%) ☐ BKFPD ☐ ☐

Meal Section

Sunday _____ Monday _____ Tuesday _____ Wednesday _____ Thursday 13.64 Friday 19.52 Saturday _____

Amount Requested: 33.16 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: Fairfield inn & Suites by Marriott Champaign

Amount Requested: 349.92 Requested From: ☐ Foreign Fire ☒ BKFPD

(detailed receipts must be attached to process this reimbursement)

Mileage Section

Start Mileage: _____ End Mileage: _____ Total Mileage: _____

Amount Requested: _____ Requested From: ☐ Foreign Fire ☐ BKFPD

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

Date: 03/11/2025 Signature: Jeremy Gruca

Total Requested: 383.08

Print Form

Reset Form

Office Use Only

☒ Department Approval Amount Approved: 383.08 ☐ Foreign Fire Board Approval Amount Approved: _____

Allotment Balance: _____ Approved by: Jer Gru

Date Reimbursed: 4-10-25 Total Reimbursed: _____

Bristol Kendall Fire Protection District
Board List of Bills - Fire
April 2025

Type	Date	Num	Memo	Account	Amount
AHW LLC					
Bill	04/10/2025	12088...	Inv #12088462	5610 · Repair & Maintenance Equipment	122.67
Total AHW LLC					122.67
Air One Equipment, Inc.					
Bill	04/10/2025	219116	Payer #2002120	5520 · Firefighting Equipment	5,776.00
Bill	04/10/2025	219366	Payer #2002120	5520 · Firefighting Equipment	1,908.00
Bill	04/10/2025	219580	Payer #2002120	5610 · Repair & Maintenance Equipment	1,011.45
Total Air One Equipment, Inc.					8,695.45
Amazon Capital Services					
Bill	04/10/2025	1K3W...	1K3W-KXDT-JTQ3	5610 · Repair & Maintenance Equipment	140.97
Bill	04/10/2025	1R7L...	1R7L-TCK6-MGT6	5568 · R&M Vehicles 123	64.65
Total Amazon Capital Services					205.62
Aurora Truck Center					
Bill	04/10/2025	262156	Customer #138	5602 · R&M Vehicles 181	67.08
Total Aurora Truck Center					67.08
Backgrounds Online					
Bill	04/10/2025	577696	Inv #577696	7255 · New Hire & Promotional Testing	945.73
Total Backgrounds Online					945.73
Brad Manning Ford, Inc					
Bill	04/10/2025	FOCS...	FOCS152220	5564 · R&M Vehicles 103	127.60
Bill	04/10/2025	FOCS...	FOCS154081	5573 · R&M Vehicles 106	840.82
Total Brad Manning Ford, Inc					968.42
Chicago Parts and Sound, LLC					
Bill	04/10/2025	40V00...	Customer #79900	5573 · R&M Vehicles 106	117.96
Bill	04/10/2025	40V00...	Customer #79900	5573 · R&M Vehicles 106	201.96
Total Chicago Parts and Sound, LLC					319.92
Cintas Corporation Loc 344					
Bill	04/10/2025	42235...	Customer #09165 Mechanic U...	5165 · Uniforms & Brass	73.85
Bill	04/10/2025	42243...	Customer #09165 Mechanic U...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	04/10/2025	42250...	Customer #09165 Mechanic U...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	04/10/2025	42277...	Customer #09165 Mechanic U...	5167 · Uniforms - Mechanic Uniform	73.85
Bill	04/10/2025	42284...	Customer #09165 Mechanic U...	5167 · Uniforms - Mechanic Uniform	73.85
Total Cintas Corporation Loc 344					369.25

Bristol Kendall Fire Protection District

Board List of Bills - Fire

April 2025

Type	Date	Num	Memo	Account	Amount
Harmonic Design Inc.					
Bill	04/10/2025	15057	Inv #15057	5560 · Repair & Maintenance Vehicles	48.00
Bill	04/10/2025	14989	Inv #4989	5563 · R&M Vehicles 102	40.00
Total Harmonic Design Inc.					88.00
Howard Simon & Associates, Inc.					
Bill	04/10/2025	20250...	Inv #202503744 - Q1 2025	5060 · Payroll Service	386.25
Total Howard Simon & Associates, Inc.					386.25
Illinois Fire Service Administrative Prof					
Bill	04/10/2025	IFSAP...	IFSAP Membership Dues - Kati...	5740 · Dues & Subscriptions	60.00
Total Illinois Fire Service Administrative Prof					60.00
Interstate PowerSystems {1}					
Bill	04/10/2025	C0420...	Acct #153699	5566 · R&M Vehicles 121	95.27
Bill	04/10/2025	C0420...	Acct #153699	5567 · R&M Vehicles 122	95.27
Bill	04/10/2025	C0420...	Acct #153699	5572 · R&M Vehicles 124	95.27
Total Interstate PowerSystems {1}					285.81
Jeremy Gruca					
Bill	04/10/2025	Reimb...		5725 · Education - Travel Expenses	383.08
Total Jeremy Gruca					383.08
MacQueen Emergency					
Bill	04/10/2025	P33031	Acct #Brist003	5566 · R&M Vehicles 121	69.27
Bill	04/10/2025	P33143	Acct #Brist003	5572 · R&M Vehicles 124	1,280.22
Bill	04/10/2025	P33301	Acct #Brist003	5560 · Repair & Maintenance Vehicles	336.12
Bill	04/10/2025	P33317	Acct #Brist003	5560 · Repair & Maintenance Vehicles	341.31
Total MacQueen Emergency					2,026.92
Menards - Yorkville					
Bill	04/10/2025	19604	Acct #31640273	5510 · Firefighting Supplies	50.94
Bill	04/10/2025	19623	Acct #31640273	5510 · Firefighting Supplies	99.96
Total Menards - Yorkville					150.90
MES Service Company LLC					
Bill	04/10/2025	IN222...	Customer #C309074	5610 · Repair & Maintenance Equipment	3,977.45
Total MES Service Company LLC					3,977.45
North Central Water Rescue					
Bill	04/10/2025	25-0016	Inv #25-0016	5700 · Education - Tuitions	5,400.00
Total North Central Water Rescue					5,400.00

Bristol Kendall Fire Protection District
Board List of Bills - Fire
April 2025

Type	Date	Num	Memo	Account	Amount
P & G Keene {1} Bill	04/10/2025	238501	238501	5572 · R&M Vehicles 124	865.00
Total P & G Keene {1}					865.00
Precision Mobile Werks, LLC Bill	04/10/2025	188	Inv #188	5592 · R&M Vehicles 156	187.50
Total Precision Mobile Werks, LLC					187.50
Task Force Tips {1} Bill	04/10/2025	1428935	Acct #Z27160	5567 · R&M Vehicles 122	595.96
Bill	04/10/2025	1428935	Acct #Z27160	5602 · R&M Vehicles 181	595.97
Total Task Force Tips {1}					1,191.93
United Radio Communications {1} Bill	04/10/2025	11400...	Inv #114000685-1	5615 · R&M Electronic Equipment	458.92
Total United Radio Communications {1}					458.92
USA LIFT - Service Bill	04/10/2025	1512	Inv #1512	5610 · Repair & Maintenance Equipment	1,055.50
Total USA LIFT - Service					1,055.50
Village of Romeoville Fire Academy {1} Bill	04/10/2025	2025-...	Inv #2025-143	5700 · Education - Tuitions	650.00
Bill	04/10/2025	2025-...	Inv #2025-161	5700 · Education - Tuitions	1,300.00
Bill	04/10/2025	2025-...	Inv #2025-181	5700 · Education - Tuitions	950.00
Total Village of Romeoville Fire Academy {1}					2,900.00
Yorkville NAPA Auto Parts Bill	04/10/2025	385350	Inv #385350	5562 · R&M Vehicles 101	39.95
Bill	04/10/2025	385350	Inv #385350	5565 · R&M Vehicles 104	39.95
Bill	04/10/2025	385880	Inv #385880	5567 · R&M Vehicles 122	21.80
Total Yorkville NAPA Auto Parts					101.70
TOTAL					31,213.10

Bristol Kendall Fire Protection District
Board List of Bills - EMS
April 2025

Type	Date	Num	Memo	Account	Amount
Airgas Safety Inc.					
Bill	04/10/2025	91589...	Payer #2002120	6270 · Oxygen	537.69
Bill	04/10/2025	55150...	Payer #2002120	6270 · Oxygen	768.12
Bill	04/10/2025	55150...	Payer #2002120	6270 · Oxygen	441.00
Bill	04/10/2025	55150...	Payer #2002120	6270 · Oxygen	466.55
Total Airgas Safety Inc.					2,213.36
Amazon Capital Services					
Bill	04/10/2025	13PJ...	13PJ-FKHW-QTVD	5165 · Uniforms & Brass	594.70
Total Amazon Capital Services					594.70
Bound Tree Medical, LLC					
Bill	04/10/2025	85701...	Inv #85701166	6265 · Medical Supplies - Non-Reusable	391.96
Bill	04/10/2025	85718...	Inv #85718582	6280 · Medical Equipment	114.87
Total Bound Tree Medical, LLC					506.83
Eagle Engraving, Inc					
Bill	04/10/2025	2025...	Inv #2025-2840	5165 · Uniforms & Brass	4,012.00
Total Eagle Engraving, Inc					4,012.00
Fox Valley Uniform					
Bill	04/10/2025	2025...	Uniforms	5165 · Uniforms & Brass	1,041.84
Total Fox Valley Uniform					1,041.84
Grainco FS, Inc.					
Bill	04/10/2025	03312...	ID #1090437	5625 · Fuel - Vehicles	4,728.19
Total Grainco FS, Inc.					4,728.19
Interstate PowerSystems {1}					
Bill	04/10/2025	C0420...	Acct #153699	5580 · R&M Vehicles 143	125.76
Total Interstate PowerSystems {1}					125.76
McMaster-Carr Supply Co. {1}					
Bill	04/10/2025	43368...	Acct #166092300	5608 · R&M Shop Supplies	21.41
Total McMaster-Carr Supply Co. {1}					21.41
Paramedic Services of Illinois, Inc					
Bill	04/10/2025	8969	Customer #B041	5012 · Contract Salaries	40,815.02
Total Paramedic Services of Illinois, Inc					40,815.02

Bristol Kendall Fire Protection District
Board List of Bills - EMS
April 2025

Type	Date	Num	Memo	Account	Amount
Ray O'Herron Co., Inc.					
Bill	04/10/2025	2401173	Customer #01-60560BK	5165 · Uniforms & Brass	179.92
Bill	04/10/2025	2402555	Customer #01-60560BK	5165 · Uniforms & Brass	284.53
Bill	04/10/2025	2403241	Customer #01-60560BK	5165 · Uniforms & Brass	161.93
Bill	04/10/2025	2403828	Customer #01-60560BK	5165 · Uniforms & Brass	161.93
Bill	04/10/2025	2404192	Customer #01-60560BK	5165 · Uniforms & Brass	431.66
Total Ray O'Herron Co., Inc.					1,219.97
Rush Copley Pharmacy.					
Bill	04/10/2025	1/17/2...	11/29/22	62753 · Medications - 3	
Bill	04/10/2025	1/17/2...	12/15/22	62752 · Medications - 2	
Bill	04/10/2025	1/17/2...	12/23/22	62751 · Medications - 1	
Bill	04/10/2025	1/17/2...	1/12/23	62752 · Medications - 2	
Bill	04/10/2025	1/17/2...	1/25/23	62752 · Medications - 2	
Bill	04/10/2025	1/17/2...	2/8/23	62751 · Medications - 1	
Bill	04/10/2025	1/17/2...	2/9/23	62753 · Medications - 3	
Bill	04/10/2025	1/17/2...	2/12/23	62753 · Medications - 3	
Bill	04/10/2025	1/17/2...	2/15/23	62751 · Medications - 1	
Bill	04/10/2025	1/17/2...	3/23/23	62751 · Medications - 1	
Bill	04/10/2025	1/17/2...	3/23/23	62751 · Medications - 1	
Bill	04/10/2025	1/17/2...	Medications	6275 · Medications	1,291.80
Total Rush Copley Pharmacy.					1,291.80
University of Illinois Payment Center					
Bill	04/10/2025	UFIW...	AFO - Fairfield, Ronning, Cihak	5700 · Education - Tuitions	4,725.00
Total University of Illinois Payment Center					4,725.00
Yorkville NAPA Auto Parts					
Bill	04/10/2025	385695	Inv #385695	6265 · Medical Supplies - Non-Reusable	150.88
Bill	04/10/2025	385881	Inv #385881	5625 · Fuel - Vehicles	226.32
Total Yorkville NAPA Auto Parts					377.20
Zoll Medical Corporation					
Bill	04/10/2025	4162288	Medical Supplies	6265 · Medical Supplies - Non-Reusable	949.81
Total Zoll Medical Corporation					949.81
TOTAL					62,622.89

Bristol Kendall Fire Protection District

Board List of Bills - Operations

April 2025

Type	Date	Num	Memo	Account	Amount
Amazon Capital Services					
Bill	04/10/2025	1XVC-...	1XVC-9VFF-VFTM	71003 · Repair & Maintenance - 3	70.57
Bill	04/10/2025	13PJ-...	13PJ-FKHW-QTVD	71101 · Cleaning Supplies - 1	28.30
Bill	04/10/2025	13PJ-...	13PJ-FKHW-QTVD	51351 · Station Supplies - 1	21.98
Bill	04/10/2025	13PJ-...	13PJ-FKHW-QTVD	71002 · Repair & Maintenance - 2	385.50
Bill	04/10/2025	13PJ-...	13PJ-FKHW-QTVD	71003 · Repair & Maintenance - 3	1,028.00
Total Amazon Capital Services					1,534.35
Comcast Business Phones					
Bill	04/10/2025	23531...	Acct #935408824	7060 · Data and Television	2,357.64
Bill	04/10/2025	23531...	Acct #935408824	7050 · Telephone	
Bill	04/10/2025	23531...	Acct #935408824	7060 · Data and Television	
Bill	04/10/2025	23784...	Acct #935408824	7060 · Data and Television	
Bill	04/10/2025	23784...	Acct #935408824	7050 · Telephone	2,311.95
Bill	04/10/2025	23784...	Acct #935408824	7060 · Data and Television	
Total Comcast Business Phones					4,669.59
Comcast St 1					
Bill	04/10/2025	03242...	St 1 Cable	70601 · Data and Television - 1	86.32
Total Comcast St 1					86.32
Comcast St 2 Internet					
Bill	04/10/2025	03072...	Acct #8771 20 066 0026077	70602 · Data and Television - 2	10.45
Total Comcast St 2 Internet					10.45
Data Center Warehouse					
Bill	04/10/2025	INVD2...	INVD227011	7150 · Software Maintenance	2,600.00
Total Data Center Warehouse					2,600.00
Elevator Inspection Services {1}					
Bill	04/10/2025	130557	Elevator Inspection	71001 · Repair & Maintenance - 1	75.00
Total Elevator Inspection Services {1}					75.00
Governmental Accounting, LLC					
Bill	04/10/2025	2840	Accounting Services	5130 · Legal & Accounting	2,850.00
Total Governmental Accounting, LLC					2,850.00

Bristol Kendall Fire Protection District Board List of Bills - Operations

April 2025

Type	Date	Num	Memo	Account	Amount
Menards - Yorkville					
Bill	04/10/2025	19994	Acct #31640273	71101 · Cleaning Supplies - 1	289.32
Bill	04/10/2025	20046	Acct #31640273	71101 · Cleaning Supplies - 1	11.96
Bill	04/10/2025	20415	Acct #31640273	71102 · Cleaning Supplies - 2	332.41
Bill	04/10/2025	20500	Acct #31640273	71002 · Repair & Maintenance - 2	235.88
Bill	04/10/2025	20578	Acct #31640273	7100 · Repair & Maintenance	35.87
Bill	04/10/2025	20725	Acct #31640273	71101 · Cleaning Supplies - 1	166.89
Bill	04/10/2025	20731	Acct #31640273	71103 · Cleaning Supplies - 3	56.24
Bill	04/10/2025	20792	Acct #31640273	71103 · Cleaning Supplies - 3	32.58
Bill	04/10/2025	20799	Acct #31640273	51353 · Station Supplies - 3	24.99
Bill	04/10/2025	20806	Acct #31640273	71101 · Cleaning Supplies - 1	121.91
Bill	04/10/2025	21091	Acct #31640273	71103 · Cleaning Supplies - 3	155.14
Bill	04/10/2025	21112	Acct #31640273	71001 · Repair & Maintenance - 1	26.14
Bill	04/10/2025	21314	Acct #31640273	71003 · Repair & Maintenance - 3	35.85
Total Menards - Yorkville					1,535.18
Office Depot					
Bill	04/10/2025	41239...	Acct #35908052	51351 · Station Supplies - 1	92.08
Bill	04/10/2025	41243...	Acct #35908052	51352 · Station Supplies - 2	144.37
Total Office Depot					236.45
Ottosen Dinolfo Hasenbalg & Castaldo, Ltd					
Bill	04/10/2025	12876	For Professional Services Ren...	5130 · Legal & Accounting	833.00
Total Ottosen Dinolfo Hasenbalg & Castaldo, Ltd					833.00
Paul L Buddy Plumbing & Heating {1}					
Bill	04/10/2025	330643	Inv #330643	71003 · Repair & Maintenance - 3	1,315.00
Total Paul L Buddy Plumbing & Heating {1}					1,315.00
Ricoh USA, Inc					
Bill	04/10/2025	10908...	Inv #109086502 Copier Lease	7120 · Copy / Fax Lease	370.00
Total Ricoh USA, Inc					370.00
T-Mobile					
Bill	04/10/2025	04/13/...	Acct #999675050	70601 · Data and Television - 1	549.08
Total T-Mobile					549.08
Twin Supplies, LTD					
Bill	04/10/2025	15337P	St 2	71003 · Repair & Maintenance - 3	12,090.00
Total Twin Supplies, LTD					12,090.00

Bristol Kendall Fire Protection District
Board List of Bills - Operations
April 2025

Type	Date	Num	Memo	Account	Amount
Unique Products & Service Corp. Bill	04/10/2025	480640	Customer Acct BRIST100	71103 · Cleaning Supplies - 3	237.51
Total Unique Products & Service Corp.					237.51
Yorkville-Bristol Sanitary District Bill	04/10/2025	10354...	Account #50-0	70301 · Sewer & Water - 1	462.00
Bill	04/10/2025	57887...	Account #379-0	70302 · Sewer & Water - 2	294.00
Bill	04/10/2025	62025...	Account #412-0	70303 · Sewer & Water - 3	308.00
Bill	04/10/2025	62025 ..	Account #413-0	70303 · Sewer & Water - 3	250.00
Total Yorkville-Bristol Sanitary District					1,314.00
Yorkville NAPA Auto Parts Bill	04/10/2025	385881	Inv #385881	51352 · Station Supplies - 2	56.04
Total Yorkville NAPA Auto Parts					56.04
TOTAL					30,361.97

Bristol Kendall Fire Protection District
Board List of Bills - Capital
April 2025

Type	Date	Num	Memo	Account	Amount
Data Center Warehouse					
Bill	04/10/2025	INVD226352	INVD226352	6285 - Computer Equipment	23,160.00
Total Data Center Warehouse					23,160.00
Fleet Safety Supply					
Bill	04/10/2025	84673	Inv #84673	8525 - Apparatus	895.69
Bill	04/10/2025	84728	Inv #84728	8525 - Apparatus	15,960.13
Total Fleet Safety Supply					16,855.82
Harmonic Design Inc.					
Bill	04/10/2025	14789	Inv #14789	8525 - Apparatus	845.00
Total Harmonic Design Inc.					845.00
TOTAL					40,860.82

Bristol Kendall Fire Protection District
Board List of Bills - Insurance
April 2025

Type	Date	Num	Memo	Account	Amount
Assured Partners Bill	04/10/2025	28542	BRISKEN-01	7710 - Vehicle Insurance	612.00
Total Assured Partners					612.00
Illinois Public Risk Fund Bill	04/10/2025	98835	Acct #588-000000 - W/C Premi...	7750 - Workmens Compensation Insurance	17,538.00
Total Illinois Public Risk Fund					17,538.00
Public Risk Underwriters of MW Bill	04/10/2025	45447	Acct #Brist-2	7700 - Property Insurance	100.00
Total Public Risk Underwriters of MW					100.00
TOTAL					18,250.00

Bristol Kendall Fire Protection District
Board List of Bills
March 2024

Type	Date	Num	Memo	Account	Amount
AFLAC					
General Journal	03/31/2024	AP	Online Payments	3123 · Aflac	4,380.06
Total AFLAC					4,380.06
AT&T					
General Journal	03/31/2024	AP	Online Payments	70501 · Telephone - 1	1,285.52
Total AT&T					1,285.52
Blue Cross Blue Shield {1}					
General Journal	03/31/2024	AP	Online Payments	7740 · Health Insurance	33,519.56
Total Blue Cross Blue Shield {1}					33,519.56
Cinergy Metronet					
General Journal	03/31/2024	AP	Online Payments	70501 · Telephone - 1	963.99
Total Cinergy Metronet					963.99
ComEd St 1					
General Journal	03/31/2024	AP	Online Payments	70101 · Electric - 1	2,365.51
Total ComEd St 1					2,365.51
ComEd St 2					
General Journal	03/31/2024	AP	Online Payments	70102 · Electric - 2	1,002.21
Total ComEd St 2					1,002.21
ComEd St 3					
General Journal	03/31/2024	AP	Online Payments	70103 · Electric - 3	1,199.91
Total ComEd St 3					1,199.91
Nicor Gas					
General Journal	03/31/2024	AP	Online Payments	70201 · Gas - 1	2,631.06
Total Nicor Gas					2,631.06
Nicor St 2					
General Journal	03/31/2024	AP	Online Payments	70202 · Gas - 2	999.61
Total Nicor St 2					999.61
Nicor St 3					
General Journal	03/31/2024	AP	Online Payments	70203 · Gas - 3	1,389.11
Total Nicor St 3					1,389.11

Bristol Kendall Fire Protection District
Board List of Bills
March 2024

10:26 AM
04/07/25
Accrual Basis

Type	Date	Num	Memo	Account	Amount
Paylocity					
General Journal	03/31/2024	AP	Online Payments	5060 · Payroll Service	365.32
Total Paylocity					365.32
Principal Life Insurance Company					
General Journal	03/31/2024	AP	Online Payments	7740 · Health Insurance	3,918.30
Total Principal Life Insurance Company					3,918.30
Wex Bank					
General Journal	03/31/2024	AP	Online Payments	5625 · Fuel - Vehicles	1,102.38
Total Wex Bank					1,102.38
TOTAL					55,122.54

10:26 AM

04/07/25

Accrual Basis

Bristol Kendall Fire Protection District

General Journal Transaction

March 6, 2025

Num	Name	Memo	Account	Class	Debit	Credit
Payroll						
		Chief Officers ...	5030 · Chief Officers...	01 - Fire	8,140.87	
		Chief Officers ...	5030 · Chief Officers...	03 - EMS	8,140.86	
		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	56,288.56	
		REG	5010 · Full Time Sal...	03 - EMS	56,288.56	
		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	2,496.69	
		OT	5010 · Full Time Sal...	03 - EMS	2,496.68	
		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	534.66	
		7G	5010 · Full Time Sal...	03 - EMS	534.66	
		AL	5010 · Full Time Sal...	01 - Fire	84.00	
		AL	5010 · Full Time Sal...	03 - EMS	84.00	
		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	
		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	3,802.63	
		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	11,215.75	
		Part Time Co...	5025 · Part Time Co...	03 - EMS	11,215.75	
		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	2,267.31	
		Sick	5025 · Part Time Co...	03 - EMS	2,267.30	
		Holiday	5025 · Part Time Co...	01 - Fire	0.00	
		Vacation	5025 · Part Time Co...	01 - Fire	2,015.69	
		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	0.00	

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04/07/25

Accrual Basis

Bristol Kendall Fire Protection District

General Journal Transaction

March 6, 2025

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		1,910.68
		457B	3122 · 457 EE Pretax	01 - Fire		5,132.41
		457LI	3122 · 457 EE Pretax	01 - Fire		418.30
		457R	3122 · 457 EE Pretax	01 - Fire		4,926.18
		Aflac	3123 · Aflac	01 - Fire		887.52
		Aflac	3123 · Aflac	01 - Fire		1,587.25
		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		3,963.62
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	3121 · 414h Pension	01 - Fire		10,951.96
		Medicare	3128 · EE Social Se...	01 - Fire		2,372.53
		Social Security	3128 · EE Social Se...	01 - Fire		2,898.71
		Fed Income T...	3129 · Federal Inco...	01 - Fire		14,935.12
		IL Income Tax	3130 · IL Income Tax	01 - Fire		7,244.44
		Garnishments	3124 · GPS Garnish...	01 - Fire	0.00	
		Direct Deposit...	1111 · Chk - Fire	01 - Fire		54,234.29
		Direct Deposit...	1111 · Chk - Fire	01 - Fire		54,234.29
		Medicare	3128 · EE Social Se...	01 - Fire	2,372.53	
		Social Security	3128 · EE Social Se...	01 - Fire	2,898.71	
		Fed Income T...	3129 · Federal Inco...	01 - Fire	14,935.12	
		IL Income Tax	3130 · IL Income Tax	01 - Fire	7,244.44	
		ER Med	5065 · Social Securi...	01 - Fire	2,372.53	
		ER SS	5065 · Social Securi...	01 - Fire	2,898.71	
		Tax Liability	1111 · Chk - Fire	01 - Fire	32,722.03	
		Pension	3121 · 414h Pension	01 - Fire	10,951.96	
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Pension	1111 · Chk - Fire	01 - Fire		26,232.58
		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	12,852.20	
		VEBA	7740 · Health Insura...	01 - Fire		401.09
	StrongPay	Payroll Billing ...	5060 · Payroll Service	01 - Fire	213.61	
	StrongPay	Payroll Billing ...	1111 · Chk - Fire	01 - Fire		213.61
TOTAL					226,061.18	226,061.18
					226,061.18	226,061.18

10:26 AM

04/07/25

Accrual Basis

Bristol Kendall Fire Protection District

General Journal Transaction

March 20, 2025

Num	Name	Memo	Account	Class	Debit	Credit
Payroll						
		Chief Officers ...	5030 · Chief Officers...	01 - Fire	8,140.87	
		Chief Officers ...	5030 · Chief Officers...	03 - EMS	8,140.86	
		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	54,746.87	
		REG	5010 · Full Time Sal...	03 - EMS	54,746.86	
		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	1,762.78	
		OT	5010 · Full Time Sal...	03 - EMS	1,762.78	
		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	1,248.87	
		7G	5010 · Full Time Sal...	03 - EMS	1,248.87	
		AL	5010 · Full Time Sal...	01 - Fire	201.25	
		AL	5010 · Full Time Sal...	03 - EMS	201.25	
		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	
		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	3,802.63	
		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	11,696.75	
		Part Time Co...	5025 · Part Time Co...	03 - EMS	11,696.75	
		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	2,615.38	
		Sick	5025 · Part Time Co...	03 - EMS	2,615.38	
		Holiday	5025 · Part Time Co...	01 - Fire	0.00	
		Vacation	5025 · Part Time Co...	01 - Fire	3,670.25	
		Vacation	5030 · Chief Officers...	01 - Fire	0.00	
		1099	5025 · Part Time Co...	01 - Fire	0.00	
		COMP	5010 · Full Time Sal...	01 - Fire	356.14	
		COMP	5010 · Full Time Sal...	03 - EMS	356.14	

Bristol Kendall Fire Protection District
General Journal Transaction
March 20, 2025

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		1,992.87
		457B	3122 · 457 EE Pretax	01 - Fire		5,633.35
		457LI	3122 · 457 EE Pretax	01 - Fire		418.30
		457R	3122 · 457 EE Pretax	01 - Fire		4,517.11
		Aflac	3122 · 457 EE Pretax	01 - Fire		887.52
		Aflac	3123 · Aflac	01 - Fire		1,587.50
		Garnishments	3123 · Aflac	01 - Fire		
		IMRF	3124 · GPS Garnish...	01 - Fire	0.00	
		IMRF	3126 · IMRF	01 - Fire		397.29
		Medical	3126 · IMRF	01 - Fire		397.28
		Pension	3125 · Health	01 - Fire		3,963.62
		Pension	3121 · 414h Pension	01 - Fire	0.00	
		Medicare	3121 · 414h Pension	01 - Fire		10,966.63
		Social Security	3128 · EE Social Se...	01 - Fire		2,388.93
		Fed Income T...	3128 · EE Social Se...	01 - Fire		2,882.77
		IL Income Tax	3129 · Federal Inco...	01 - Fire		15,333.98
		Garnishments	3130 · IL Income Tax	01 - Fire		7,175.18
		Direct Deposit...	3124 · GPS Garnish...	01 - Fire		
		Direct Deposit...	1111 · Chk - Fire	01 - Fire	0.00	
		Medicare	1111 · Chk - Fire	01 - Fire		54,543.10
		Social Security	3128 · EE Social Se...	01 - Fire		54,543.10
		Fed Income T...	3128 · EE Social Se...	01 - Fire	2,388.93	
		IL Income Tax	3129 · Federal Inco...	01 - Fire	2,882.77	
		ER Med	3129 · Federal Inco...	01 - Fire	15,333.98	
		ER SS	3130 · IL Income Tax	01 - Fire	7,175.18	
		Tax Liability	5065 · Social Securi...	01 - Fire	2,388.93	
		Pension	5065 · Social Securi...	01 - Fire	2,882.77	
		Pension	1111 · Chk - Fire	01 - Fire	33,052.60	
		Pension	3121 · 414h Pension	01 - Fire	10,966.63	
		Chief Officer ...	3121 · 414h Pension	01 - Fire	0.00	
		Chief Officer ...	1111 · Chk - Fire	01 - Fire		26,421.47
		HSA Vision 457	5030 · Chief Officers...	01 - Fire	0.00	
		VEBA	5030 · Chief Officers...	03 - EMS	0.00	
		Payroll Billing ...	3122 · 457 EE Pretax	01 - Fire	13,026.42	
		Payroll Billing ...	7740 · Health Insura...	01 - Fire		401.09
		Payroll Billing ...	5060 · Payroll Service	01 - Fire	219.18	
		Payroll Billing ...	1111 · Chk - Fire	01 - Fire		219.18
					227,722.87	
					227,722.87	
					227,722.87	
					227,722.87	

TOTAL

Financial Report

For the 11 Month(s) Ended March 31, 2025
FISCAL YEAR 2025



BRISTOL-KENDALL FIRE PROTECTION DISTRICT

Budget vs. Actual Summary
For the 11 Month(s) Ended March 31, 2025

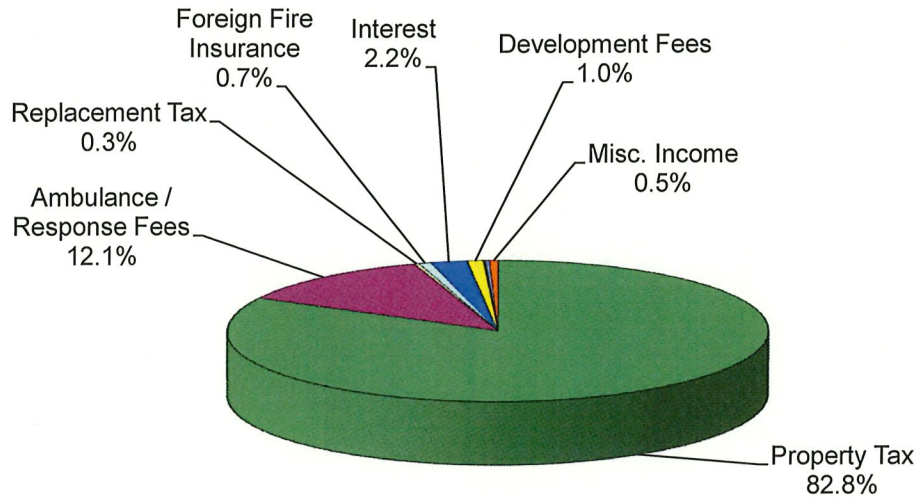
92% of Fiscal Year

Account Description	Total Actual	Total Budget	% of Budget
REVENUE			
Property Tax	8,222,247	8,144,000	101.0%
Ambulance / Response Fees	1,205,906	1,065,000	113.2%
Replacement Tax	27,968	65,000	43.0%
Foreign Fire Insurance	72,129	60,000	120.2%
Interest	217,866	125,000	174.3%
Development Fees	94,500	125,000	75.6%
Donations	4,010	-	0.0%
Plan Review / CPR /Report Fees	9,831	15,000	65.5%
Sale of Assets	21,587	-	0.0%
Misc. Income	53,602	-	0.0%
Transfer From Fund	973,830	973,830	100.0%
Loan Proceeds	-	-	0.0%
Grants	1,754	15,000	11.7%
Actual Revenues	11,150,217	10,587,830	105.3%
Budgeted Revenues	10,587,830		
% Diff	105%		
EXPENDITURES			
Personnel	5,155,707	6,737,500	76.5%
Pension Fund Contribution	500,000	500,000	100.0%
Equipment	169,865	183,000	92.8%
R&M	344,597	474,920	72.6%
Administrative	355,532	763,850	46.5%
Medical Supplies	41,121	50,000	82.2%
Utilities	157,046	153,500	102.3%
Insurance	302,838	350,000	86.5%
Foreign Fire	25,381	-	0.0%
Memorial Expense	1,582	-	0.0%
Actual Expenditures	7,053,669	9,212,770	76.6%
Budgeted Expenditures	9,212,770		
% Diff	77%		
SURPLUS / (DEFICIT) FROM OPERATIONS	4,096,548	1,375,060	297.9%
CAPITAL EXPENDITURES			
Capital Projects	1,642,631	3,605,500	45.6%
Debt Service	148,414	140,000	106.0%
Transfer To Funds	973,830	973,830	100.0%
Actual Expenditures	2,764,875	4,719,330	58.6%
Budgeted Expenditures	4,719,330		
% Diff	59%		
TOTAL SURPLUS / (DEFICIT)	1,331,673	(3,344,270)	-39.8%
BEGINNING FUND BALANCE	9,631,525		
ENDING FUND BALANCE	10,963,198		

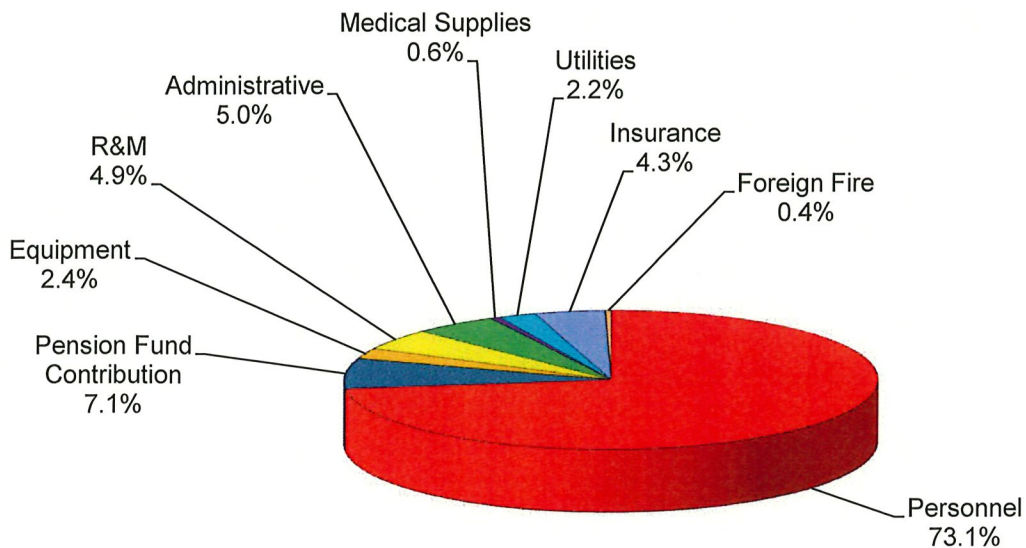
BRISTOL-KENDALL FIRE PROTECTION DISTRICT

Budget vs. Actual Summary
For the 11 Month(s) Ended March 31, 2025

Revenue Distribution

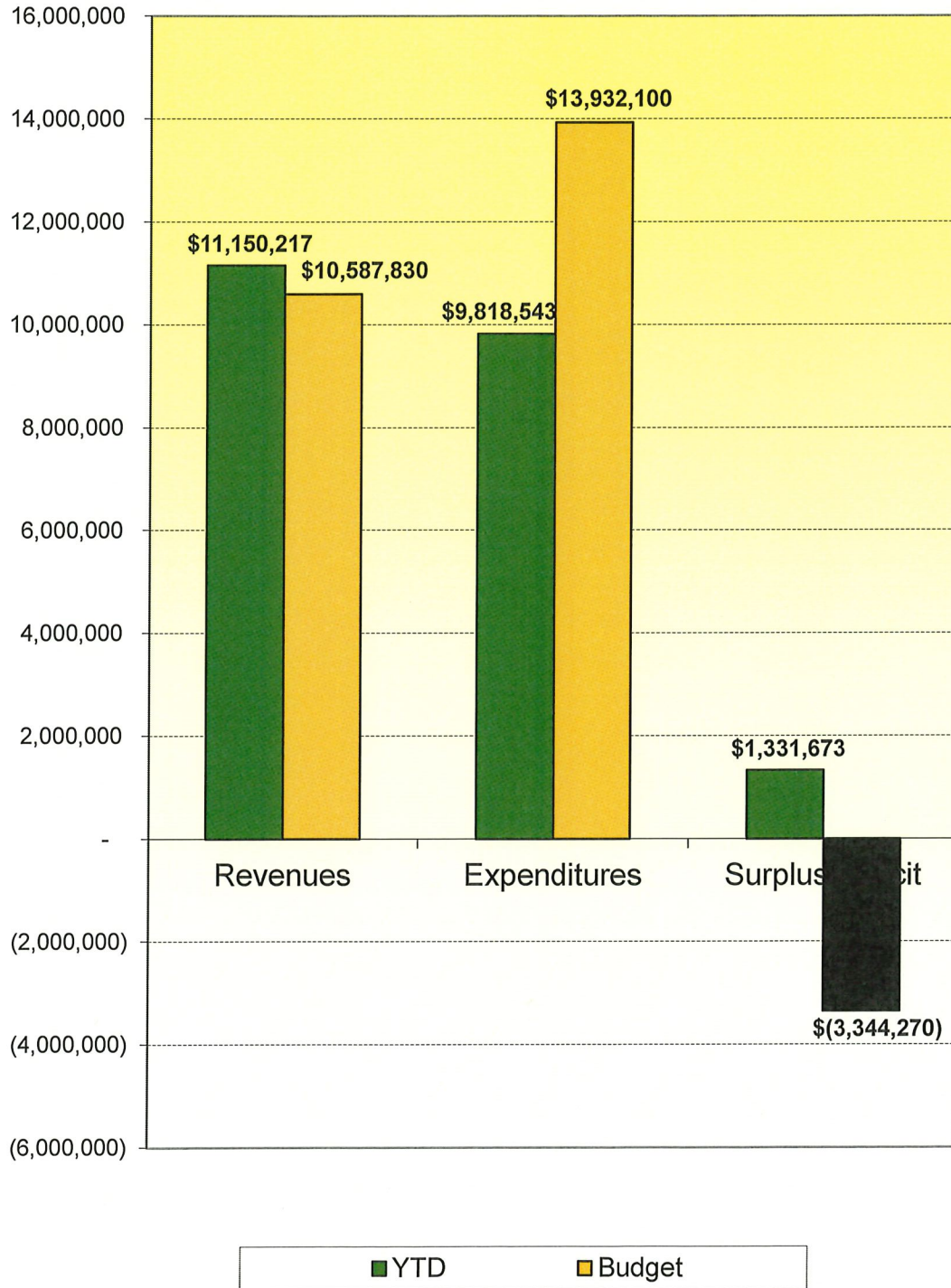


Operational Expenditure Distribution



BRISTOL-KENDALL FIRE PROTECTION DISTRICT

Budget vs. Actual Summary
For the 11 Month(s) Ended March 31, 2025



BRISTOL-KENDALL FIRE PROTECTION DISTRICT

Budget vs. Actual Summary
For the 11 Month(s) Ended March 31, 2025

92% of Fiscal Year

Account Description	Fire	EMS	Insurance	Operations	FFIB	Capital	Memorial	Total Actual	Total Budget	% of Budget
REVENUE										
Property Tax	4,194,686	3,733,723	293,838	-	-	-	-	8,222,247	8,144,000	101%
Ambulance / Response Fees	20,493	1,185,413	-	-	-	-	-	1,205,906	1,065,000	113%
Pension Fund Contributions	-	-	-	-	-	-	-	-	-	0%
Replacement Tax	27,968	-	-	-	-	-	-	27,968	65,000	43%
Foreign Fire Insurance	-	-	-	-	72,129	-	-	72,129	60,000	120%
Interest	144,596	5,804	-	-	2,923	64,395	148	217,866	125,000	174%
Unrealized Gain/Loss	218,503	-	-	-	-	26,483	-	244,986	-	0%
Development Fees	94,500	-	-	-	-	-	-	94,500	125,000	76%
Health Insurance W/H	-	-	-	-	-	-	-	-	-	0%
Employee Pension Contribution	-	-	-	-	-	-	-	-	-	0%
IITF Reimbursement	-	-	-	-	-	-	-	-	-	0%
Donations	-	-	-	-	-	-	4,010	4,010	-	0%
Plan Review / CPR /Report Fees	9,831	-	-	-	-	-	-	9,831	15,000	66%
Sale of Assets	-	-	-	-	-	21,587	-	21,587	-	0%
Transfer From Fund	-	-	63,700	758,900	-	151,230	-	973,830	973,830	100%
Loan Proceeds	-	-	-	-	-	-	-	-	-	0%
Grants	1,754	-	-	-	-	-	-	1,754	15,000	12%
Misc. Income	44,163	-	-	9,015	425	-	-	53,602	-	0%
Actual Revenues	4,756,493	4,924,939	357,538	767,915	75,477	263,695	4,158	11,150,217	10,587,830	105%
Budgeted Revenues	4,149,000	4,847,000	371,700	758,900	60,000	401,230	-	10,587,830		
% Diff	115%	102%	96%	101%	126%	66%	0%	105%		
OPERATING EXPENDITURES										
Personnel	2,663,844	2,491,862	-	-	-	-	-	5,155,707	6,737,500	77%
Pension Fund Contribution	250,000	250,000	-	-	-	-	-	500,000	500,000	100%
Equipment	98,994	14,411	-	1,802	-	54,657	-	169,865	183,000	93%
R&M	183,222	76,588	-	84,658	-	128	-	344,597	474,920	73%
Administrative	110,710	8,942	7,750	227,880	-	250	-	355,532	763,850	47%
Medical Supplies	-	41,121	-	-	-	-	-	41,121	50,000	82%
Utilities	-	-	-	157,046	-	-	-	157,046	153,500	102%
Insurance	-	-	302,838	-	-	-	-	302,838	350,000	87%
Foreign Fire	-	-	-	-	25,381	-	-	25,381	-	0%
Memorial Expense	-	-	-	-	-	-	1,582	1,582	-	0%
Actual Expenditures	3,306,771	2,882,926	310,588	471,385	25,381	55,036	1,582	7,053,669	9,212,770	77%
Budgeted Expenditures	3,678,460	4,343,710	371,700	758,900	60,000	-	-	9,212,770		
% Diff	90%	66%	84%	62%	42%	0%	0%	77%		
SURPLUS / (DEFICIT)	1,449,722	2,042,014	46,950	296,530	50,096	208,660	2,577	4,096,548	1,375,060	298%
CAPITAL EXPENDITURES										
Capital Projects	-	430	-	-	-	1,642,201	-	1,642,631	3,605,500	46%
Debt Service	-	-	-	-	-	148,414	-	148,414	140,000	106%
Transfer To Funds	470,540	503,290	-	-	-	-	-	973,830	973,830	100%
Actual Expenditures	470,540	503,290	-	-	-	1,790,615	-	2,764,875	4,719,330	59%
Budgeted Expenditures	470,540	503,290	-	-	-	3,745,500	-	4,719,330		
% Diff	100%	100%	0%	0%	0%	48%	0%	59%		
TOTAL SURPLUS / (DEFICIT)	979,182	1,538,294	46,950	296,530	50,096	(1,581,955)	2,577	1,331,673	(3,344,270)	
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	4,322,111	3,685,902	403,212	582,337	197,114	1,761,364	11,159	10,963,198		
Fund Bal to Exp Ratio	114%	109%	130%	204%	n/a	n/a	705%	112%		

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Revenues						
4011 • Tax Levy	0.00	678,666.67	8,222,247.34	8,144,000.00	78,247.34	100.96%
4031 • Replacement Tax	1,737.72	5,416.67	27,967.96	65,000.00	-37,032.04	43.03%
4041 • Foreign Fire Insurance Tax (2%)	0.00	5,000.00	72,129.00	60,000.00	12,129.00	120.22%
4224 • Interest - Money Market	11,631.65	10,416.67	217,866.41	125,000.00	92,866.41	174.29%
4225 • Gain/Loss From Investments	15,429.08	0.00	244,986.22	0.00	244,986.22	100.0%
4300 • Transfer from Fire Fund	0.00	39,211.67	0.00	470,540.00	-470,540.00	0.0%
4310 • Transfer-In	0.00	41,940.83	973,830.00	503,290.00	470,540.00	193.49%
4301 • Development Fees-Yorkville	0.00	10,416.67	94,500.00	125,000.00	-30,500.00	75.6%
4311 • Development Fees-Montgomery	0.00	0.00	0.00	0.00	0.00	0.0%
4315 • Health Insurance WH	0.00	0.00	0.00	0.00	0.00	0.0%
4511 • Donations	0.00	0.00	4,010.00	0.00	4,010.00	100.0%
4605 • Response Fees	135,552.67	130,416.67	1,205,906.04	1,565,000.00	-359,093.96	77.06%
4610 • Plan Review / Permit Fees	2,687.00	1,250.00	9,810.50	15,000.00	-5,189.50	65.4%
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	20.00	0.00	20.00	100.0%
4680 • Sale of Assets	0.00	0.00	21,587.00	0.00	21,587.00	100.0%
4690 • Grants	0.00	1,250.00	1,754.00	15,000.00	-13,246.00	11.69%
4700 • Loan Proceeds	0.00	0.00	0.00	0.00	0.00	0.0%
4750 • Miscellaneous Income	8,736.29	0.00	41,960.15	0.00	41,960.15	100.0%
Total Revenues	175,774.41	882,319.17	11,150,216.72	10,587,830.00	562,386.72	105.31%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	Monthly Total	Monthly Budget	YTD Total	YTD Budget	\$ Over Budget	% of Budget
Expenditures						
Personnel						
5010 • Full Time Salaries	238,334.42	416,666.67	2,658,238.24	5,000,000.00	-2,341,761.76	53.17%
5012 • Contract Salaries	40,196.89	75,000.00	653,120.60	900,000.00	-246,879.40	72.57%
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	2,000.00	0.00	2,000.00	100.0%
5025 • Part Time Compensation	61,276.31	0.00	663,927.61	0.00	663,927.61	100.0%
5027 • Accumulated Benefits	0.00	0.00	0.00	0.00	0.00	0.0%
5030 • Chief Officers Compensation	32,563.46	0.00	475,535.61	0.00	475,535.61	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	7,400.00	0.00	7,400.00	100.0%
5042 • Mechanic Compensation	7,605.26	0.00	87,460.59	0.00	87,460.59	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	3,220.62	4,583.33	31,472.48	55,000.00	-23,527.52	57.22%
5056 • Pension Fund - Contribution	0.00	41,666.67	500,000.00	500,000.00	0.00	100.0%
5060 • Payroll Service	432.79	0.00	6,275.34	0.00	6,275.34	100.0%
5065 • Social Security & Medicare	10,542.94	12,500.00	125,324.41	150,000.00	-24,675.59	83.55%
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	44,042.76	50,000.00	444,951.88	600,000.00	-155,048.12	74.16%
Subtotal	438,215.45	603,125.00	5,655,706.76	7,237,500.00	-1,581,793.24	78.14%
Equipment						
5160 • Personal Protective Equipment	219.00	0.00	62,507.28	0.00	62,507.28	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	2,867.13	4,583.33	33,929.22	55,000.00	-21,070.78	61.69%
5167 • Uniforms - Mechanic Uniform	147.70	0.00	2,918.90	0.00	2,918.90	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	268.26	791.67	4,825.73	9,500.00	-4,674.27	50.8%
5520 • Firefighting Equipment	0.00	8,833.33	34,134.74	106,000.00	-71,865.26	32.2%
5525 • Apparatus	0.00	0.00	0.00	0.00	0.00	0.0%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<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	1,500.00	0.00	1,500.00	100.0%
5527 · Equipment - Fire Investigation	0.00	208.33	127.39	2,500.00	-2,372.61	5.1%
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 - Other	0.00	479.17	7,359.87	5,750.00	1,609.87	128.0%
55301 · Station Equipment - 1	0.00	0.00	4,771.87	0.00	4,771.87	100.0%
55302 · Station Equipment - 2	0.00	0.00	178.56	0.00	178.56	100.0%
55303 · Station Equipment - 3	0.00	0.00	1,890.98	0.00	1,890.98	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
March 31, 2025

	<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	52.10	104.17	3,386.12	1,250.00	2,136.12	270.89%
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	0.00	0.00	0.00	0.0%
62851 · Computer Equipment - 1	0.00	0.00	3,186.00	0.00	3,186.00	100.0%
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	1,797.00	0.00	13,472.05	0.00	13,472.05	100.0%
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%
Subtotal	5,351.19	15,250.00	174,188.71	183,000.00	-8,811.29	95.19%
R&M						
5560 · Repair & Maintenance Vehicles	656.85	22,000.00	13,410.58	264,000.00	-250,589.42	5.08%
5562 · R&M Vehicles 101	0.00	0.00	14,499.37	0.00	14,499.37	100.0%
5563 · R&M Vehicles 102	508.75	0.00	4,470.78			
5564 · R&M Vehicles 103	0.00	0.00	2,942.37	0.00	2,942.37	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	0.00	0.00	25,620.52	0.00	25,620.52	100.0%
5567 · R&M Vehicles 122	0.00	0.00	6,308.09	0.00	6,308.09	100.0%
5568 · R&M Vehicles 123	207.21	0.00	3,927.83	0.00	3,927.83	100.0%
5569 · R&M Vehicles 108	0.00	0.00	0.00	0.00	0.00	0.0%
5572 · R&M Vehicles 124	382.41	0.00	8,891.65	0.00	8,891.65	100.0%
5573 · R&M Vehicles 106	0.00	0.00	109.40	0.00	109.40	100.0%
5576 · R&M Vehicles 131	0.00	0.00	9,364.90	0.00	9,364.90	100.0%
5577 · R&M Vehicles 136	0.00	0.00	176.21	0.00	176.21	100.0%
5578 · R&M Vehicles 141	30.16	0.00	4,190.46	0.00	4,190.46	100.0%
5579 · R&M Vehicles 142	440.29	0.00	23,221.55	0.00	23,221.55	100.0%
5580 · R&M Vehicles 143	30.16	0.00	2,301.65	0.00	2,301.65	100.0%
5581 · R&M Vehicles 144	15.75	0.00	2,011.51	0.00	2,011.51	100.0%
5582 · R&M Vehicles 145	608.67	0.00	2,123.85	0.00	2,123.85	100.0%
5590 · R&M Vehicles 151	0.00	0.00	3,174.83	0.00	3,174.83	100.0%
5591 · R&M Vehicles 158	0.00	0.00	0.00	0.00	0.00	0.0%
5592 · R&M Vehicles 156	0.00	0.00	237.68	0.00	237.68	100.0%
5594 · R&M Vehicles 161	15.75	0.00	627.98	0.00	627.98	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	78.29	0.00	14,661.10	0.00	14,661.10	100.0%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5606 · R&M Boat Motors	0.00	0.00	651.70	0.00	651.70	100.0%
5608 · R&M Shop Supplies	111.77	0.00	11,398.18	0.00	11,398.18	100.0%
5609 · R&M - Shop Tools	5,853.00	1,035.00	9,770.93	12,420.00	-2,649.07	78.67%
5610 · Repair & Maintenance Equipment	3,313.67	541.67	18,607.21	6,500.00	12,107.21	286.27%
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	96.66	0.00	96.66	0.00	96.66	100.0%
5620 · R&M Personal Protective Equip	0.00	166.67	491.00	2,000.00	-1,509.00	24.55%
5625 · Fuel - Vehicles	5,510.51	8,333.33	70,919.67	100,000.00	-29,080.33	70.92%
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	10,895.14	4,583.33	52,255.74	55,000.00	-2,744.26	95.01%
71002 · Repair & Maintenance - 2	66.48	1,406.25	5,772.07	16,875.00	-11,102.93	34.21%
71003 · Repair & Maintenance - 3	2,681.30	1,510.42	21,529.94	18,125.00	3,404.94	118.79%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<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	7,060.92	0.00	7,060.92	100.0%
71801 · Specialized Equip Repair - 1	0.00	0.00	0.00	0.00		
Subtotal	31,502.82	39,576.67	344,596.86	474,920.00	-130,323.14	72.56%
Admin						
5130 · Legal & Accounting	3,854.50	6,391.67	52,266.03	76,700.00	-24,433.97	68.14%
5135 · Station Supplies	0.00	0.00	0.00	0.00	0.00	0.0%
51351 · Station Supplies - 1	515.00	83.33	3,460.48	1,000.00	2,460.48	346.05%
51352 · Station Supplies - 2	115.54	83.33	1,860.44	1,000.00	860.44	186.04%
51353 · Station Supplies - 3	0.00	83.33	1,305.05	1,000.00	305.05	130.51%
5135 · Station Supplies - Other	165.62	0.00	1,544.97	0.00	1,544.97	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	481.03	1,000.00	-518.97	48.1%
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	0.00	0.00	1,323.51	0.00	1,323.51	100.0%
5145 · Postage/Shipping	669.20	125.00	1,568.81	1,500.00	68.81	104.59%
55351 · Station Furnishings - 1	0.00	1,341.67	16,448.10	16,100.00	348.10	102.16%
55352 · Station Furnishings - 2	0.00	816.67	1,022.52	9,800.00	-8,777.48	10.43%
55353 · Station Furnishings - 3	0.00	275.00	461.18	3,300.00	-2,838.82	13.98%
5535 · Station Furnishings - Other	0.00	0.00	6,257.32	0.00	6,257.32	100.0%
5545 · Membership Appreciation Expense	100.18	416.67	2,078.68	5,000.00	-2,921.32	41.57%
5690 · Travel / Meeting Expenses	0.00	166.67	1,144.34	2,000.00	-855.66	57.22%
5700 · Education - Tuitions	9,122.00	7,833.33	23,079.09	94,000.00	-70,920.91	24.55%
5705 · Education - Supplies & Equip	4,811.87	166.67	8,152.09	2,000.00	6,152.09	407.61%
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	0.00	416.67	2,910.95	5,000.00	-2,089.05	58.22%
5725 · Education - Travel Expenses	304.05	83.33	4,550.94	1,000.00	3,550.94	455.09%
5730 · Education - Pub Ed Team Train	0.00	0.00	0.00	0.00	0.00	0.0%
5731 · Education - Safety Materials and Prog	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	2,703.83	2,000.00	703.83	135.19%
5742 · Public Education Supplies	1,840.00	1,666.67	11,355.97	20,000.00	-8,644.03	56.78%
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
March 31, 2025

	<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>
5750 • Dispatching Fees	115.56	4,166.67	46,808.10	50,000.00	-3,191.90	93.62%
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	62.82	0.00	4,906.23	0.00	4,906.23	100.0%
71102 • Cleaning Supplies - 2	152.44	0.00	2,800.55	0.00	2,800.55	100.0%
71103 • Cleaning Supplies - 3	419.75	0.00	2,284.09	0.00	2,284.09	100.0%
7110 • Cleaning Supplies - Other	0.00	0.00	161.96	0.00	161.96	100.0%
7120 • Copy / Fax Lease - Other	572.19	0.00	5,294.22	0.00	5,294.22	100.0%
71201 • Copy/Fax Lease - 1	0.00	625.00	1,283.46	7,500.00	-6,216.54	17.11%
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
March 31, 2025

	Monthly Total	Monthly Budget	YTD Total	YTD Budget	\$ Over Budget	% of Budget
7140 • Computer Software	0.00	0.00	0.00	0.00	0.00	0.0%
7150 • Software Maintenance	8,112.20	7,166.67	85,999.91	86,000.00	-0.09	100.0%
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	4,312.42	132,950.00	-128,637.58	3.24%
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	317.82	10,833.33	45,125.82	130,000.00	-84,874.18	34.71%
7255 • New Hire & Promotional Testing	0.00	0.00	10,838.20	0.00	10,838.20	100.0%
7420 • A & E Professional Fees	0.00	0.00	1,500.00	0.00	1,500.00	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	66.00	6,666.67	1,625.00	80,000.00	-78,375.00	2.03%
Subtotal	31,316.74	63,654.17	358,419.65	763,850.00	-405,430.35	46.92%
Medical						
6260 • Medical Supplies - Reusable	0.00	0.00	635.02	0.00	0.00	0.0%
6265 • Medical Supplies - Non-Reusable	731.52	4,166.67	18,557.33	50,000.00	-31,442.67	37.12%
6270 • Oxygen - Other	1,979.73	0.00	21,028.82	0.00	21,028.82	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	253.01	0.00	253.01	100.0%
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	647.27	0.00	647.27	100.0%
Subtotal	2,711.25	4,166.67	41,121.45	50,000.00	-8,878.55	82.24%
Utilities						
7010 • Electric	0.00	0.00	0.00	0.00	0.00	0.0%
70101 • Electric - 1	2,104.61	2,361.11	30,686.82	28,333.33	2,353.49	108.31%
70102 • Electric - 2	864.17	863.10	10,282.58	10,357.14	-74.56	99.28%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<u>Monthly Total</u>	<u>Monthly Budget</u>	<u>YTD Total</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
70103 • Electric - 3	1,048.56	942.46	11,274.94	11,309.52	-34.58	99.69%
7020 • Gas	0.00	0.00	0.00	0.00	0.00	0.0%
70201 • Gas - 1	2,595.20	1,086.11	12,415.24	13,033.33	-618.09	95.26%
70202 • Gas - 2	1,158.41	397.02	4,847.19	4,764.29	82.90	101.74%
70203 • Gas - 3	1,401.10	433.53	6,444.03	5,202.38	1,241.65	123.87%
7030 • Sewer & Water	0.00	0.00	0.00	0.00	0.00	0.0%
70301 • Sewer & Water - 1	86.15	125.00	3,307.46	1,500.00	1,807.46	220.5%
70302 • Sewer & Water - 2	0.00	125.00	2,150.36	1,500.00	650.36	143.36%
70303 • Sewer & Water - 3	0.00	208.33	2,238.16	2,500.00	-261.84	89.53%
7050 • Telephone	0.00	0.00	0.00	0.00	0.00	0.0%
70501 • Telephone - 1	3,746.99	3,541.67	36,861.64	42,500.00	-5,638.36	86.73%
70502 • Telephone - 2	0.00	1,294.64	0.00	15,535.71	-15,535.71	0.0%
70503 • Telephone - 3	0.00	1,413.69	3,981.15	16,964.29	-12,983.14	23.47%
7050 • Telephone - Other	0.00	0.00	9,493.94	0.00	9,493.94	100.0%
7060 • Data and Television	0.00	0.00	0.00	0.00	0.00	0.0%
70601 • Data and Television - 1	86.32	0.00	10,392.93	0.00	10,392.93	100.0%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

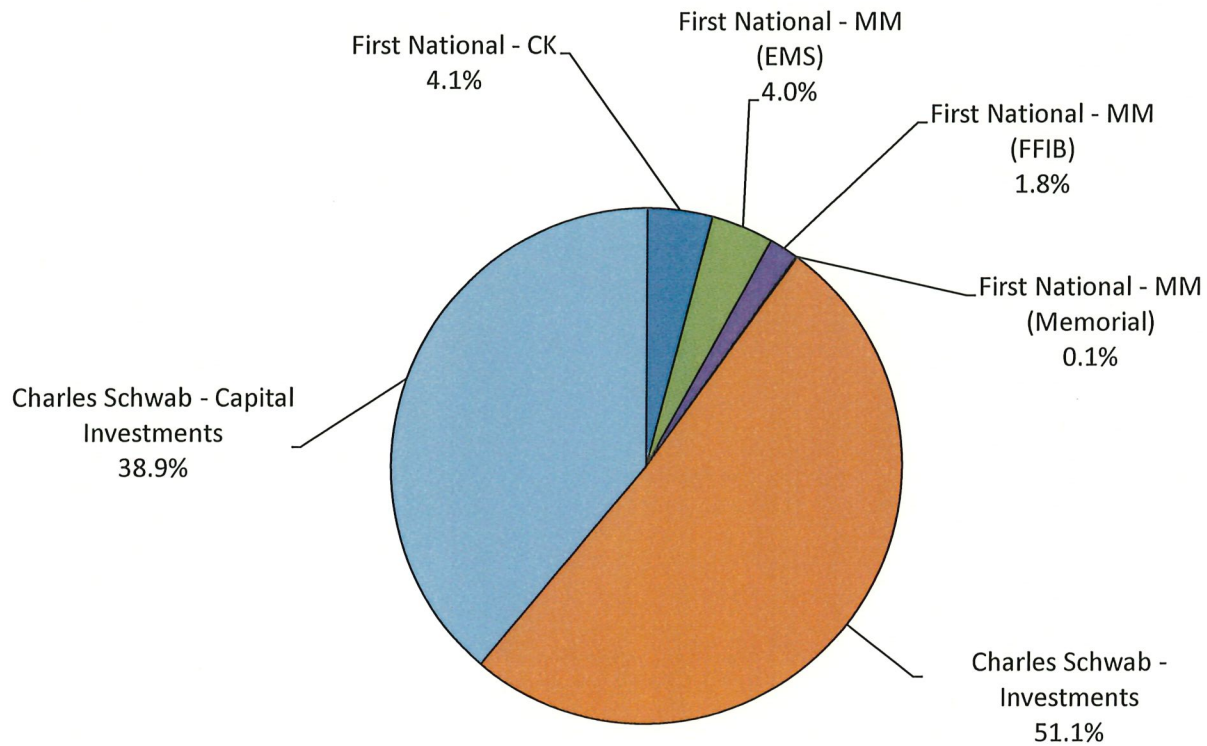
	Monthly Total	Monthly Budget	YTD Total	YTD Budget	\$ Over Budget	% of Budget
70602 • Data and Television - 2	10.48	0.00	2,215.44	0.00	2,215.44	100.0%
70603 • Date and Television - 3	0.00	0.00	1,342.95	0.00	1,342.95	100.0%
7060 • Data and Television - Other	2,826.82	0.00	7,690.69	0.00	7,690.69	100.0%
7070 • Alarm Monitoring	0.00	0.00	0.00	0.00	0.00	0.0%
70701 • Alarm and Monitoring - 1	0.00	0.00	647.66	0.00	647.66	100.0%
70702 • Alarm Monitoring - 2	0.00	0.00	487.64	0.00	487.64	100.0%
70703 • Alarm Monitoring - 3	0.00	0.00	285.00	0.00	285.00	100.0%
Subtotal	15,928.81	12,791.67	157,045.82	153,500.00	3,545.82	102.31%
Insurance						
7700 • Property Insurance	0.00	1,250.00	54,695.25	15,000.00	39,695.25	364.64%
7705 • General Liability Insurance	0.00	625.00	0.00	7,500.00	-7,500.00	0.0%
7710 • Vehicle Insurance	167.00	1,750.00	9,669.00	21,000.00	-11,331.00	46.04%
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	238,474.00	240,000.00	-1,526.00	99.36%
7760 • Contract Emp. W.C. & Liab. Ins	0.00	4,166.67	0.00	50,000.00	-50,000.00	0.0%
Subtotal	16,253.00	29,166.67	302,838.25	350,000.00	-47,161.75	86.53%
Foreign Fire						
5170 • Annual Station Disbursement	0.00	0.00	0.00	0.00	0.00	0.0%
51701 • Annual Station Disbursement - 1	2,090.00	0.00	7,303.15	0.00	7,303.15	100.0%
51702 • Annual Station Disbursement - 2	2,090.00	0.00	5,433.13	0.00	5,433.13	100.0%
51703 • Annual Station Disbursement - 3	2,090.00	0.00	5,433.12	0.00	5,433.12	100.0%
	6,270.00	0.00	18,169.40	0.00	18,169.40	100.0%
Memorial Expense						
8060 • Charitable Donations	0.00	0.00	0.00	0.00	0.00	0.0%
8200 • Firemen's Park Expenses	0.00	0.00	1,581.84	0.00	1,581.84	100.0%
Subtotal	0.00	0.00	1,581.84	0.00	1,581.84	100.0%
Capital						
8000 • Capital Projects	17,365.20	70,833.33	17,365.20	850,000.00	-832,634.80	2.04%
6280 • Medical Equipment	-750.00	21,333.33	249,947.24	256,000.00	-6,052.76	97.64%
7475 • Office Equipment Capital	0.00	0.00	0.00	0.00	0.00	0.0%
7410 • General Construction Expenses - Oth	149,204.60	0.00	706,751.09	0.00	706,751.09	100.0%
74102 • General Construction Exp - 2	0.00	0.00	682.50	0.00	682.50	100.0%
8160 • PPE Capital	2,714.00	5,416.67	4,914.00	65,000.00	-60,086.00	7.56%
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%

BRISTOL-KENDALL FIRE PROTECTION DISTRICT
Budget vs. Actual Detail
March 31, 2025

	<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>
8525 • Apparatus	0.00	187,500.00	534,628.69	2,250,000.00	-1,715,371.31	23.76%
85303 • Station Equipment - 3 Capital	0.00	0.00	0.00	0.00	0.00	0.0%
8538 • Equipment Purchases over \$5,000	0.00	12,416.67	128,342.25	149,000.00	-20,657.75	86.14%
8010 • Debt Service	0.00	11,666.67	148,413.75	140,000.00	8,413.75	106.01%
8020 • Transfer Out	0.00	81,152.50	973,830.00	973,830.00	0.00	100.0%
Subtotal	168,533.80	393,277.50	2,764,874.72	4,719,330.00	-1,954,455.28	58.59%
Total Expenditures	716,083.06	1,161,008.33	9,818,543.46	13,932,100.00	-4,113,556.54	70.47%
Net Income	-540,308.65	-278,689.17	1,331,673.26	-3,344,270.00	4,675,943.26	-39.82%

Bristol-Kendall Fire Protection District
Investments
March 31, 2025

Bank	Account	Current Rate	Book Balance
First National - CK	3048	1.46%	452,547
First National - FFIB CK	0353	1.46%	2,728
First National - MM (EMS)	8274	1.97%	437,869
First National - MM (FFIB)	6591	1.97%	198,127
First National - MM (Memorial)	0220	1.97%	10,592
Charles Schwab - Investments	9163	N/A	5,633,810
Charles Schwab - Capital Investm	1789	N/A	4,293,001
Total			\$ 11,028,675



Bristol-Kendall Fire Protection District

Financial Analysis

For the 11 Month(s) Ended March 31, 2025



Revenue Highlights

92% of Budget Year

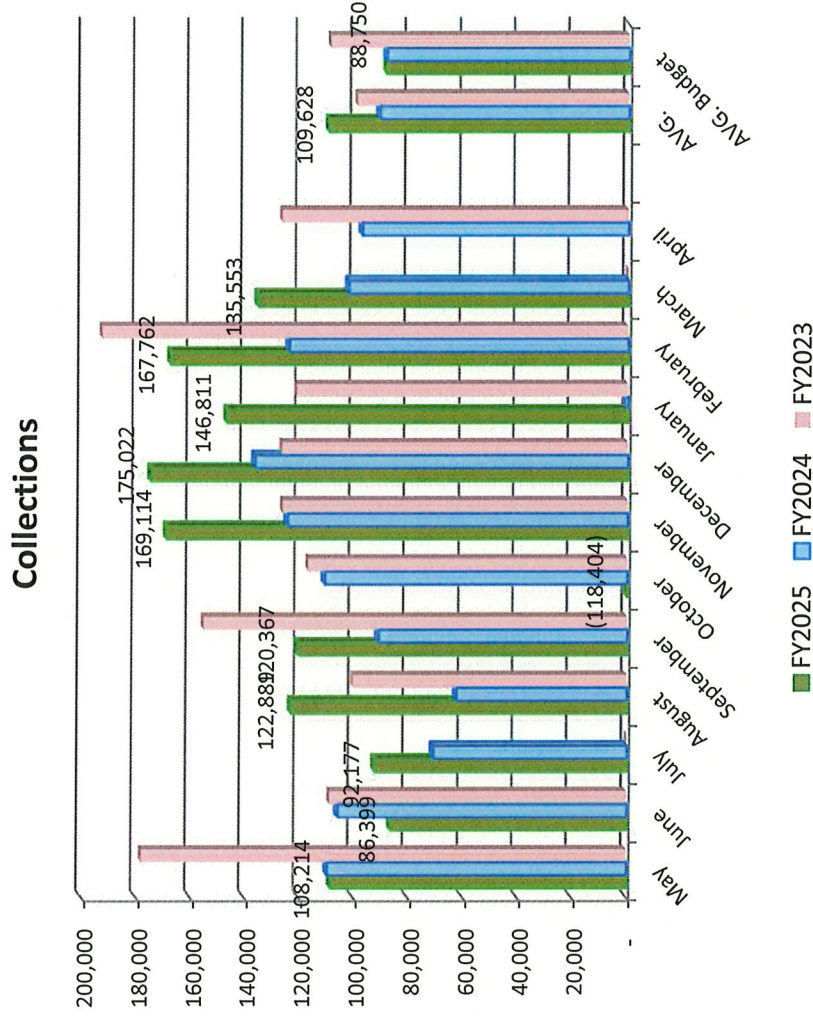
- Collected \$10,176,387 or 106% of Total Budget (No internal transfers)
- Property Taxes
 - Collected \$8,222,247 or 101% of Budget
- Ambulance Fees
 - Collected \$1,205,906 or 113% of Budget
 - October GEMT Payment back to State \$235,702
- Interest
 - Collected \$217,866 or 1174% of Budget
- Plan Review / CPR / Report Fees
 - Collected \$9,831 or 66% of Budget

Revenues

		REVENUES			
Account Description	Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
Property Tax	8,222,247	8,144,000	101%	7,558,080	9%
Ambulance / Response Fees	1,205,906	1,065,000	113%	998,148	21%
Replacement Tax	27,968	65,000	43%	45,158	-38%
Foreign Fire Insurance	72,129	60,000	120%	62,590	15%
Interest	217,866	125,000	174%	120,040	81%
Unrealized Gain/Loss	244,986	-	0%	162,187	51%
Development Fees	94,500	125,000	76%	243,847	-61%
Donations	4,010	-	0%	-	0%
Plan Review / CPR /Report Fees	9,831	15,000	66%	17,781	-45%
Sale of Assets	21,587	-	0%	150,660	-86%
Transfer From Fund	973,830	973,830	100%	1,664,696	-42%
Loan Proceeds	-	-	0%	-	0%
Grants	1,754	15,000	12%	16,280	-89%
Misc. Income	53,602	-	0%	223,754	-76%
Actual Revenues	11,150,217	10,587,830	105%	11,263,220	-1%
Budgeted Revenues	10,587,830				
% Diff	105%				

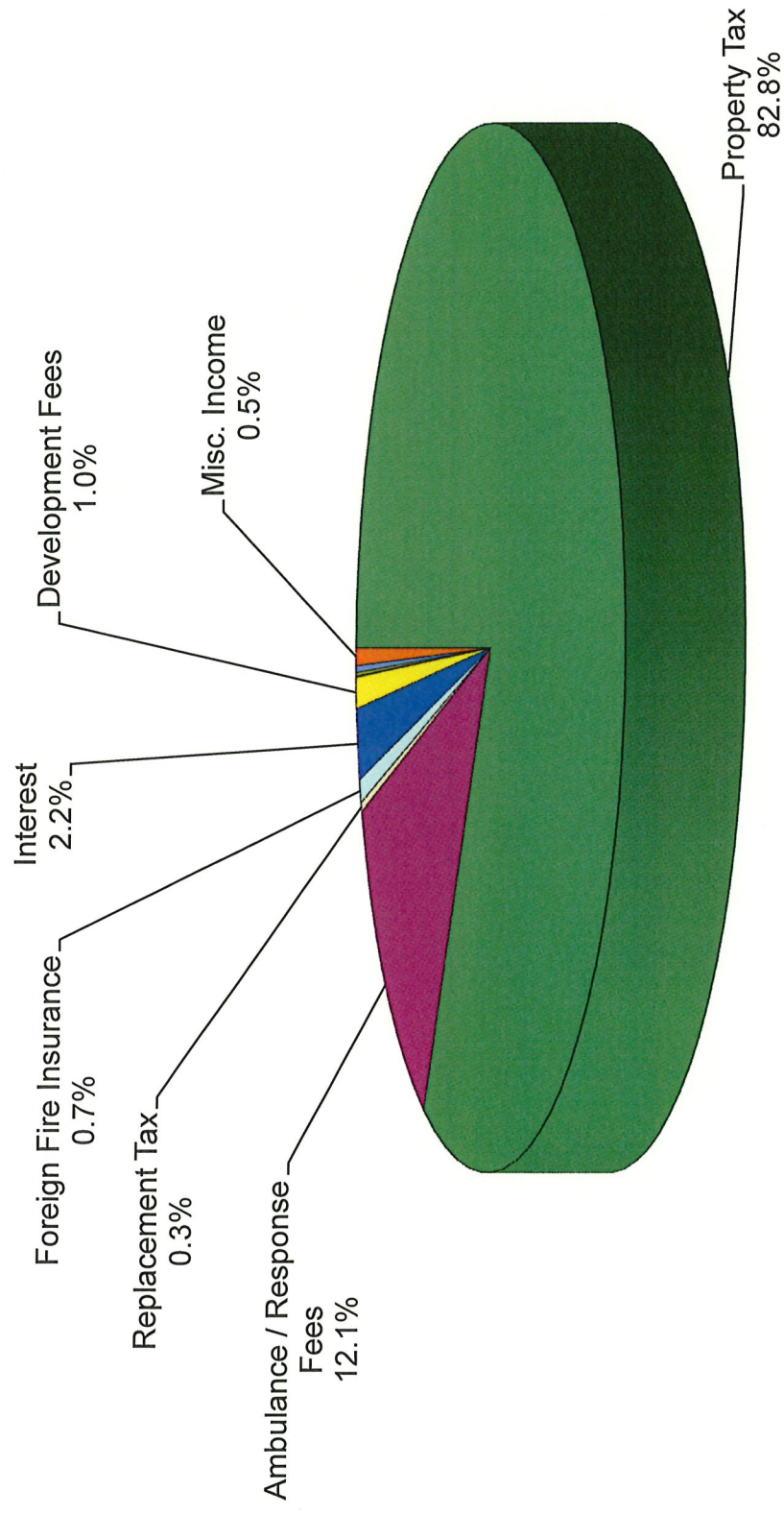
Ambulance Fees (net of GEMT Fees)

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	(118,404)	110,717	116,979
November	169,114	124,542	126,317
December	175,022	136,578	126,612
January	146,811	(40,441)	121,294
February	167,762	124,180	193,135
March	135,553	102,399	(59,577)
April		97,390	126,782
AVG.	109,628	91,295	99,379
AVG. Budget	88,750	88,750	109,113



Revenues

Revenue Distribution



Expenditure Highlights

92% of Budget Year

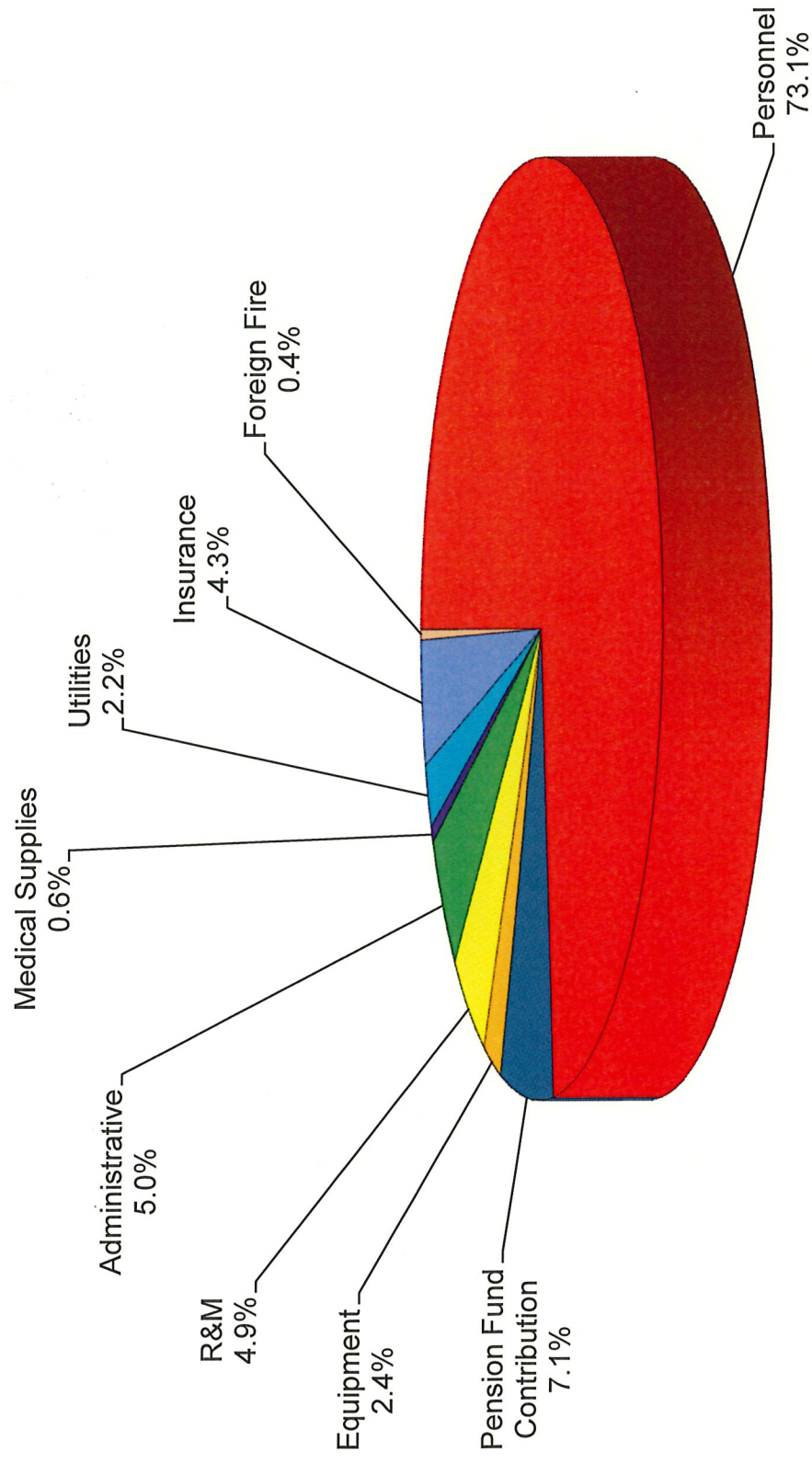
- Operating Expenditures
 - \$7,053,669 or 77% of Budget
- Personnel
 - \$5,155,707 or 77% of Budget
- Repairs and Maintenance
 - \$344,597 or 73% of Budget
- Administrative
 - \$355,532 or 47% of Budget
- Insurance
 - \$302,838 or 87% of Budget
- Capital Projects
 - \$1,642,631 or 46% of Budget
 - \$51,278; Stryker Lucas Equipment (3)
 - \$73,068; Stryker Power Cot
 - \$42,480; Stryker Stair Chair (3)
 - \$67,288; Zoll Monitors (6)
 - \$387,004; Ambulance Purchase
 - \$315,483; Training Tower

Expenditures

Account Description		Total Actual	Total Budget	% of Budget	Last Year	Inc/(Dec) from Last Year
<i>OPERATING EXPENDITURES</i>						
Personnel		5,155,707	6,737,500	77%	4,898,808	5%
Pension Fund Contribution		500,000	500,000	100%	500,000	0%
Equipment		169,865	183,000	93%	64,495	163%
R&M		344,597	474,920	73%	361,794	-5%
Administrative		355,532	763,850	47%	299,928	19%
Medical Supplies		41,121	50,000	82%	45,735	-10%
Utilities		157,046	153,500	102%	143,582	9%
Insurance		302,838	350,000	87%	238,745	27%
Foreign Fire		25,381	-	0%	85,706	-70%
Memorial Expense		1,582	-	0%	-	0%
Actual Expenditures		7,053,669	9,212,770	77%	6,638,793	6%
Budgeted Expenditures		9,212,770				
% Diff		77%				
<i>CAPITAL EXPENDITURES</i>						
Capital Projects		1,642,631	3,605,500	46%	874,355	88%
Debt Service		148,414	140,000	106%	139,988	6%
Transfer To Funds		973,830	973,830	100%	1,664,696	-42%
Actual Expenditures		2,764,875	4,719,330	59%	2,679,039	3%
Budgeted Expenditures		4,719,330				
% Diff		59%				

Expenditures

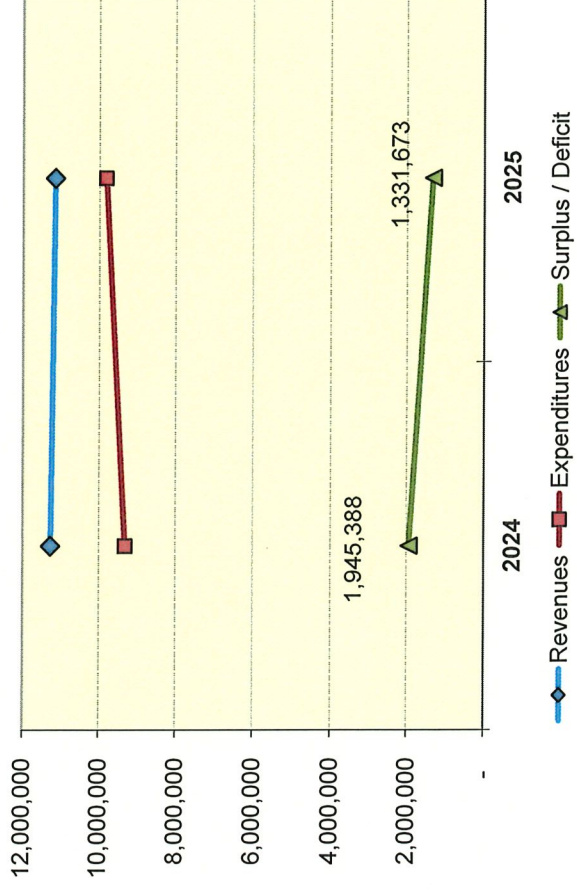
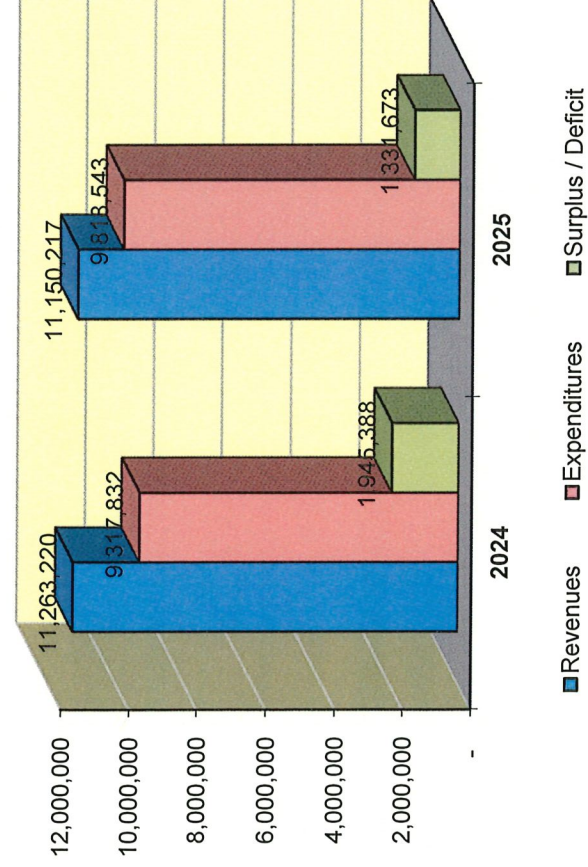
Operational Expenditure Distribution



Fund Balance

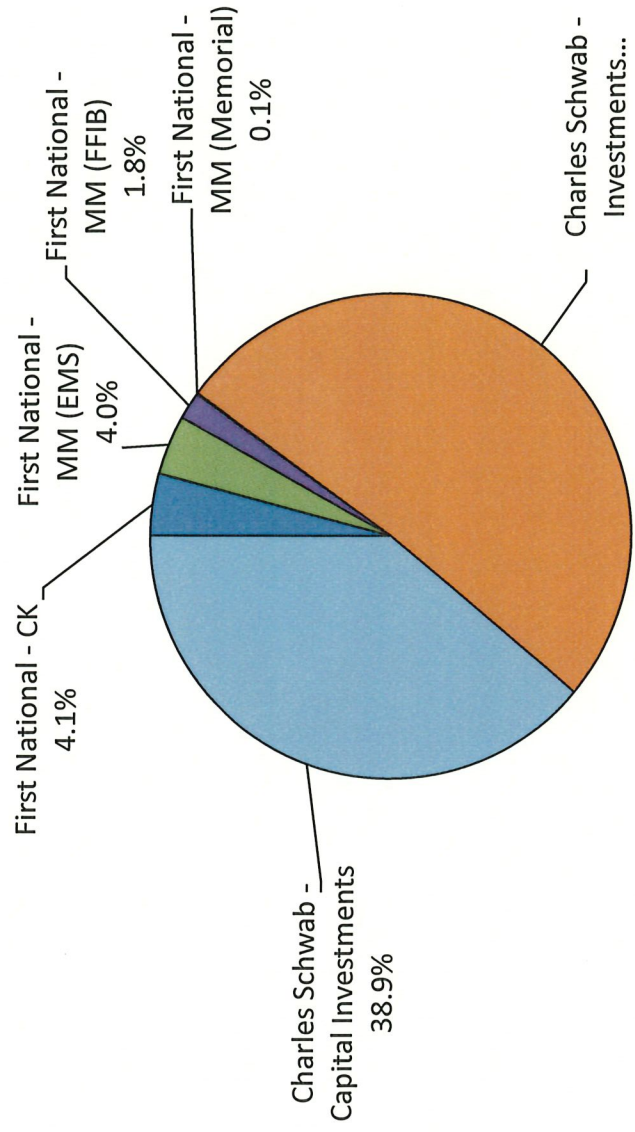
For the 11 Month(s) Ended March 31, 2025

	Fire	EMS	Insurance	Operations	FFIB	Capital	Memorial	Total Actual
TOTAL SURPLUS / (DEFICIT)	979,182	1,538,294	46,950	296,530	50,096	(1,581,955)	2,577	1,331,673
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	4,322,111	3,685,902	403,212	582,337	197,114	1,761,364	11,159	10,963,198
Fund Bal to Exp Ratio	114%	109%	130%	124%	n/a	n/a	705%	112%



Investments

Bank	Account	Current Rate	Book Balance
First National - CK	3048	1.46%	452,547
First National – FFIB CK	0353	1.46%	2,728
First National - MM (EMS)	8274	1.97%	437,869
First National - MM (FFIB)	6591	1.97%	198,127
First National - MM (Memorial)	0220	1.97%	10,592
Charles Schwab - Investments	9163	N/A	5,633,810
Charles Schwab – Capital Investments	1789	N/A	4,293,001
Total			11,028,675



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 March 31, 2025

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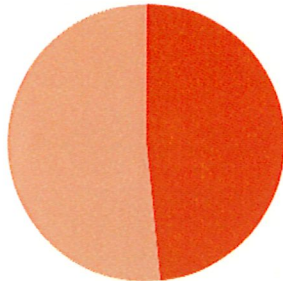
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There may be a slight difference in the ending value between this report and the Schwab statement due to accrued income, timing of transactions, and/or rounding. The Schwab statement continues to be the official custodial record for the account.

Account Overview

Bristol Kendall Fire Protection District - Operations Fund

Portfolio Allocation



Subsector	Current Value	Current Percent
U.S. Treasury	\$2,511,282	48.4%
Cash Equivalent	\$2,677,458	51.6%
Total	\$5,188,740	100.0%

Cash Flow Review

	Month to Date	Quarter to Date	Year to Date	Inception to Date (11/8/2023)
Beginning Market Value	\$5,619,663	\$6,827,602	\$6,827,602	\$0
Contributions / Additions	\$0	\$0	\$0	\$19,522,247
Distributions	(\$450,000)	(\$1,700,000)	(\$1,700,000)	(\$14,900,000)
Capital Appreciation	\$8,683	\$16,606	\$16,606	\$209,374
Income/Expenses	\$10,032	\$52,873	\$52,873	\$369,302
Change in Accrued	\$361	(\$8,341)	(\$8,341)	(\$12,183)
Ending Market Value	\$5,188,740	\$5,188,740	\$5,188,740	\$5,188,740
Investment Gain	\$19,077	\$61,138	\$61,138	\$566,493

Projected Income

Description	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Total
U.S. Treasury	\$18,804	\$10,356			\$29,160
Cash Equivalent	\$28,230	\$28,230	\$28,230	\$28,230	\$112,920
Total	\$47,034	\$38,586	\$28,230	\$28,230	\$142,080

Projected Income and Maturities

Description	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Total
U.S. Treasury	\$1,515,188	\$1,022,640			\$2,537,828
Cash Equivalent	\$28,230	\$28,230	\$28,230	\$28,230	\$112,920
Total	\$1,543,418	\$1,050,870	\$28,230	\$28,230	\$2,650,748

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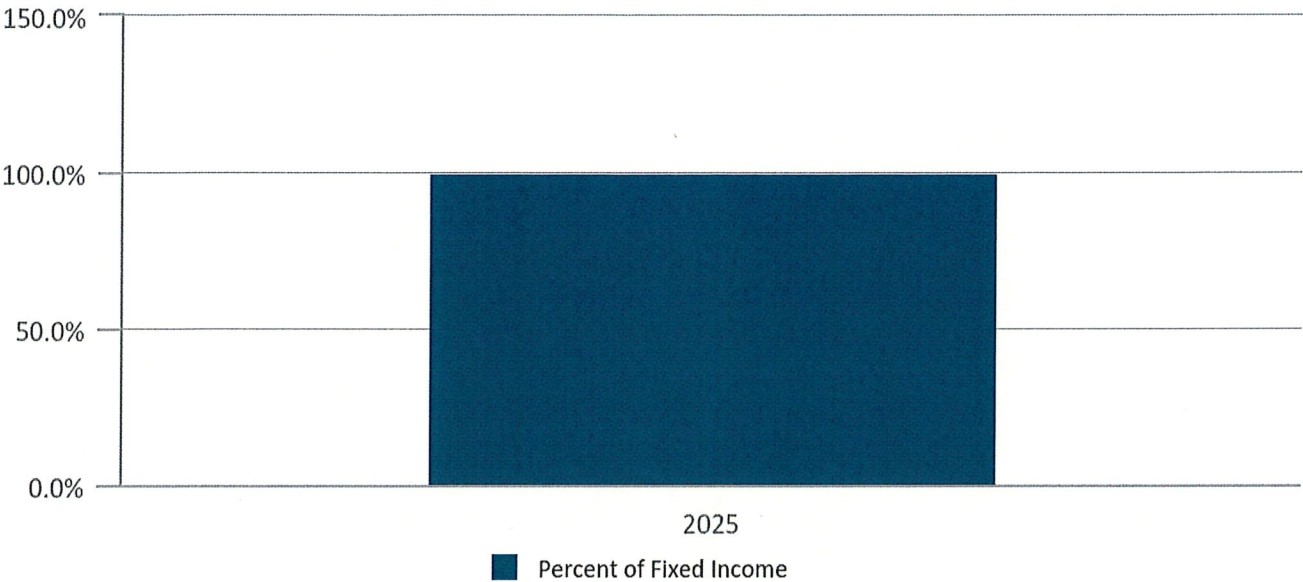
Performance History

Bristol Kendall Fire Protection District - Operations Fund

	Start Value	Inflows	Outflows	End Value	Net Investment Gain
Since Inception					
First Quarter 2025	\$6,827,602	\$0	(\$1,700,000)	\$5,188,740	\$61,138
Fourth Quarter 2024	\$10,553,539	\$228,918	(\$4,050,000)	\$6,827,602	\$95,145
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
Since Inception Total	\$0	\$19,522,247	(\$14,900,000)	\$5,188,740	\$566,493

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	\$2,530,000	\$2,511,282	0.6%	4.3%	4.3%	0.2
100.0%	Total	\$2,530,000	\$2,511,282	0.6%	4.3%	4.3%	0.2

Holdings

Bristol Kendall Fire Protection District - Operations Fund

Weight	Description	Symbol	Quantity	Value	Current Yield	Yield to Maturity (Market)	Annual Income
Fixed Income							
Taxable Bonds							
U.S. Treasury							
9.7%	US Treas Note 08/31/2025 0.250%	91282CAJ0	512,000.00	\$503,600	0.3%	4.3%	\$1,280
	Accrued Income			\$111			
9.7%	US Treas Note 05/31/2025 2.875%	9128284R8	500,000.00	\$498,672	2.9%	4.4%	\$14,375
	Accrued Income			\$4,818			
9.7%	US Treasury Bill 07/31/2025	912797PG6	510,000.00	\$502,826	0.0%	4.3%	\$0
9.6%	US Treasury Bill 04/29/2025	912797PB7	500,000.00	\$498,351	0.0%	4.2%	\$0
9.7%	US Treasury Bill 06/26/2025	912797NW3	508,000.00	\$502,903	0.0%	4.3%	\$0
48.4%	Fixed Income Total			\$2,511,282	0.6%	4.3%	\$15,655
Cash Equivalent							
Cash Equivalent							
Cash Equivalent							
0.5%	Schwab Government Money Fund	SWGXX		\$27,448	4.0%		\$1,090
51.1%	Schwab Treasury Money Market Fund	SCOXX		\$2,650,010	4.2%		\$111,830
51.6%	Cash Equivalent Total			\$2,677,458	4.2%		\$112,920
100.0%	Total			\$5,188,740	2.5%	4.3%	\$128,575

Transactions

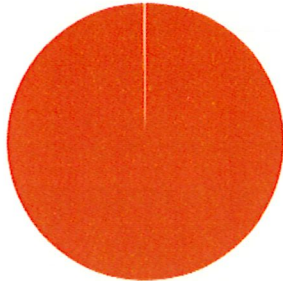
Bristol Kendall Fire Protection District - Operations Fund
From February 28, 2025 to March 31, 2025

Trade Date	Activity	Description	Quantity	Amount	Accrued Interest
3/31/2025	Income (Interest)	US Treas Note (912828ZF0) 03/31/2025 0.500%		\$1,163	
3/31/2025	Income (Reinvested Dividend)	Schwab Treasury Money Market Fund	8,845.57	\$8,846	
3/31/2025	Sell	US Treas Note (912828ZF0) 03/31/2025 0.500%	465,000.00	\$465,000	
3/31/2025	Withdrawal	Schwab Government Money Fund		\$450,000	
3/17/2025	Income (Reinvested Dividend)	Schwab Government Money Fund	24.20	\$24	

Account Overview

Bristol Kendall Fire Protection District - Capital Fund

Portfolio Allocation



Subsector	Current Value	Current Percent
U.S. Treasury	\$4,324,460	99.7%
Cash Equivalent	\$12,948	0.3%
Total	\$4,337,408	100.0%

Cash Flow Review

	Month to Date	Quarter to Date	Year to Date	Inception to Date (4/15/2024)
Beginning Market Value	\$4,318,177	\$3,927,908	\$3,927,908	\$0
Contributions / Additions	\$0	\$350,000	\$350,000	\$4,200,000
Distributions	\$0	\$0	\$0	\$0
Capital Appreciation	\$6,746	\$26,398	\$26,398	\$60,631
Income/Expenses	\$60	\$22,613	\$22,613	\$64,845
Change in Accrued	\$12,425	\$10,489	\$10,489	\$11,933
Ending Market Value	\$4,337,408	\$4,337,408	\$4,337,408	\$4,337,408
Investment Gain	\$19,231	\$59,499	\$59,499	\$137,408

Projected Income

Description	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Total
U.S. Treasury	\$46,010	\$31,363	\$41,478	\$31,031	\$149,882
Cash Equivalent	\$129	\$129	\$129	\$129	\$514
Total	\$46,138	\$31,491	\$41,607	\$31,160	\$150,396

Projected Income and Maturities

Description	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Total
U.S. Treasury	\$256,478	\$296,363	\$541,478	\$256,031	\$1,350,350
Cash Equivalent	\$129	\$129	\$129	\$129	\$514
Total	\$256,607	\$296,491	\$541,607	\$256,160	\$1,350,864

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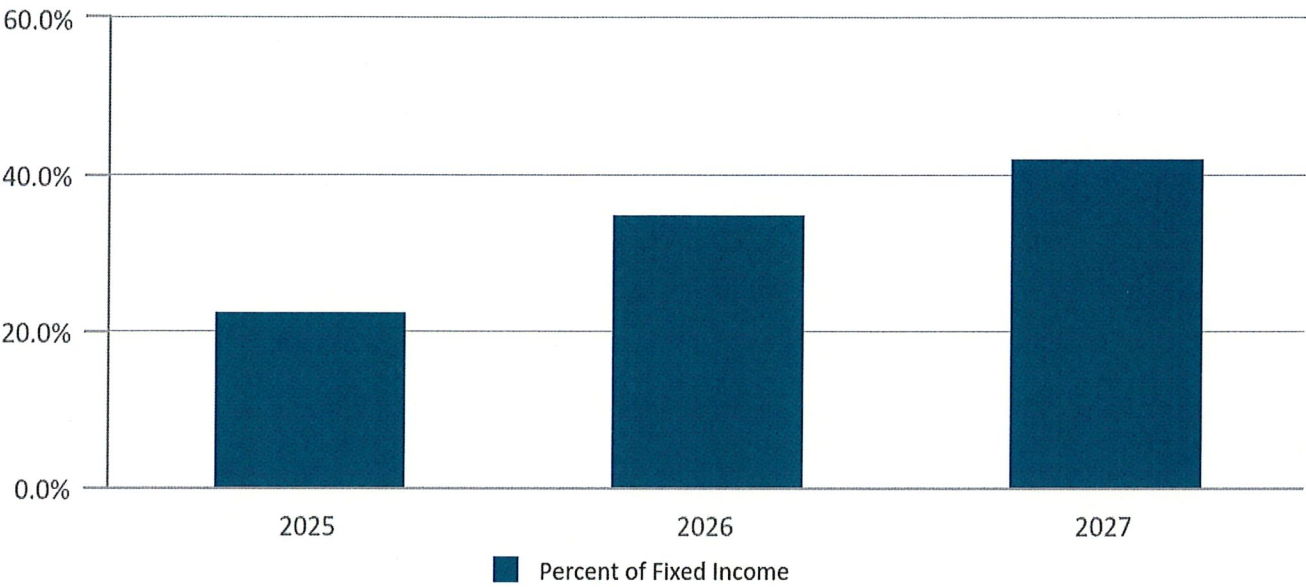
Performance History

Bristol Kendall Fire Protection District - Capital Fund

	Start Value	Inflows	Outflows	End Value	Net Investment Gain
Since Inception					
First Quarter 2025	\$3,927,908	\$350,000	\$0	\$4,337,408	\$59,499
Fourth Quarter 2024	\$2,243,224	\$1,650,000	\$0	\$3,927,908	\$34,685
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
Since Inception Total	\$0	\$4,200,000	\$0	\$4,337,408	\$137,408

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
100.0%	U.S. Treasury	\$4,295,000	\$4,324,460	3.4%	4.3%	4.0%	1.4
100.0%	Total	\$4,295,000	\$4,324,460	3.4%	4.3%	4.0%	1.4

Holdings

Bristol Kendall Fire Protection District - Capital Fund

Weight	Description	Symbol	Quantity	Value	Current Yield	Yield to Maturity (Market)	Annual Income
Fixed Income							
Taxable Bonds							
U.S. Treasury							
11.7%	US Treas Note 10/15/2027 3.875%	91282CLQ2	500,000.00	\$499,766	3.9%	3.9%	\$19,375
	Accrued Income			\$8,942			
11.5%	US Treas Note 08/31/2026 3.750%	91282CLH2	500,000.00	\$498,438	3.8%	4.0%	\$18,750
	Accrued Income			\$1,630			
11.6%	US Treas Note 01/15/2027 4.000%	91282CJT9	500,000.00	\$500,547	4.0%	3.9%	\$20,000
	Accrued Income			\$4,199			
11.3%	US Treas Note 07/31/2027 2.750%	91282CFB2	500,000.00	\$487,266	2.8%	3.9%	\$13,750
	Accrued Income			\$2,279			
7.6%	US Treas Note 04/15/2027 4.500%	91282CKJ9	320,000.00	\$323,650	4.4%	3.9%	\$14,400
	Accrued Income			\$6,646			
6.0%	US Treas Note 07/31/2025 0.250%	91282CAB7	265,000.00	\$261,398	0.3%	4.3%	\$663
	Accrued Income			\$110			
5.3%	US Treas Note 12/15/2026 4.375%	91282CJP7	225,000.00	\$226,582	4.3%	3.9%	\$9,844
	Accrued Income			\$2,894			
6.7%	US Treas Note 11/15/2025 4.500%	91282CFW6	285,000.00	\$285,534	4.5%	4.2%	\$12,825
	Accrued Income			\$4,854			
5.0%	US Treas Note 04/15/2026 3.750%	91282CGV7	215,000.00	\$214,295	3.8%	4.1%	\$8,063
	Accrued Income			\$3,721			
4.9%	US Treas Note 11/15/2025 2.250%	912828M56	215,000.00	\$212,480	2.3%	4.2%	\$4,838
	Accrued Income			\$1,831			
7.8%	US Treas Note 10/31/2026 4.125%	91282CLS8	330,000.00	\$330,825	4.1%	4.0%	\$13,613
	Accrued Income			\$5,716			
5.2%	US Treasury 01/31/2026 4.250%	91282CJV4	225,000.00	\$225,211	4.2%	4.1%	\$9,563
	Accrued Income			\$1,585			
4.9%	US Treasury Bill 05/08/2025	912797NE3	215,000.00	\$214,063	0.0%	4.2%	\$0
99.7% Fixed Income Total				\$4,324,460	3.4%	4.0%	\$145,681
Cash Equivalent							
Cash Equivalent							
Cash Equivalent							
0.3%	Schwab Government Money Fund	SWGXX		\$12,948	4.0%		\$514

Holdings

Bristol Kendall Fire Protection District - Capital Fund

Weight	Description	Symbol	Quantity	Value	Current Yield	Yield to Maturity (Market)	Annual Income
100.0%	Total			\$4,337,408	3.4%	4.0%	\$146,195

Transactions

Bristol Kendall Fire Protection District - Capital Fund
 From February 28, 2025 to March 31, 2025

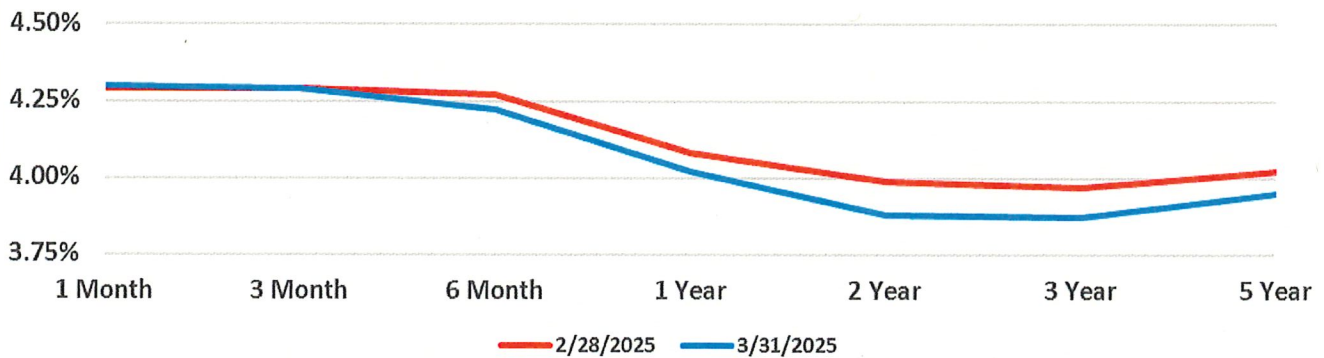
Trade Date	Activity	Description	Quantity	Amount	Accrued Interest
3/17/2025	Income (Reinvested Dividend)	Schwab Government Money Fund	60.30	\$60	

Fixed Income Market Update – March 31, 2025

Key Takeaways:

- March generally saw yields fall lower – most notably on bonds between 6-months and 5-years
- The latest inflation data came in slightly lower than expected at 2.8% (previously 3.0%)
- The Fed had their second meeting of 2025 in March and left the Funds Rate unchanged
- Market participants are currently expecting two or maybe three rate cuts by the Fed in 2025

U.S. Treasury Yield Curve

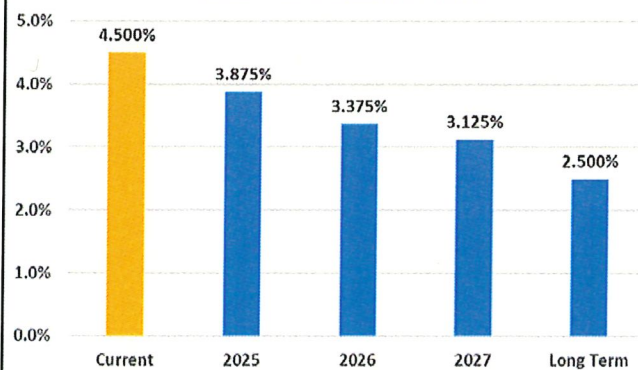


Yields as of 3/31/2025	Government Money Market Fund	U.S. Treasury Bill / Notes	Certificate of Deposit	U.S. Government Agency	High Quality Taxable Municipal	High Quality Corporate
Liquid	3.98%	-	-	-	-	-
3 Month	-	4.29%	4.20%	4.20%	4.37%	4.36%
6 Month	-	4.22%	4.15%	4.21%	4.33%	4.32%
9 Month	-	4.11%	4.10%	4.19%	4.21%	4.19%
1 Year	-	4.02%	4.00%	4.04%	4.26%	4.24%
3 Year	-	3.87%	4.05%	3.90%	4.23%	4.22%
5 Year	-	3.95%	4.10%	3.99%	4.34%	-

Economic Data

Indicator	Current	Previous
CPI	2.8% (Feb 2025)	3.0% (Jan 2025)
Unemployment	4.1% (Feb 2025)	4.0% (Jan 2025)
Fed Funds Rate	4.50% (Mar 2024)	4.50% (Jan 2024)
Real GDP Growth	2.4% (4th Qtr 2024)	3.1% (3rd Qtr 2024)

Federal Open Market Committee Median Fed Funds Rate Forecast





Bristol Kendall Fire Department Fire Prevention Bureau

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



FIRE MARSHAL REPORT

04-10-2025

Inspections Life Safety (67)

Violations Found (79)

Re-Inspections (48)

Violations Corrected (71)

C.O. Inspections (1)

Alarm Investigation (4)

Outside Agency Inspections (State (5) (Private (4)

Fire Alarm Plan Review (4)

Ansul Puff Test (0)

Ansul System Plan Review (0)

Site Inspection (5) Abby properties

Fire Alarm Test (2)

Sprinkler Test (2)

Sprinkler Plan Review (1)

Hydrostatic Test (4)

Wet Kitchen System Plan Review (3)

Flush Test (1)

System Flow Test (1)

Above Ceiling Inspection (4)

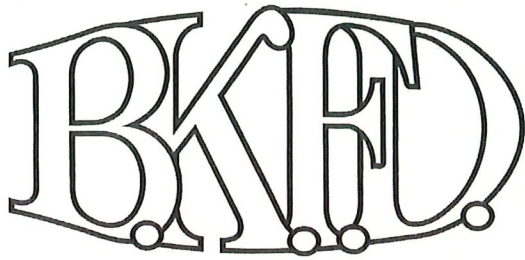
Emergency Form Updates (3)

Knox Box Keys (2)

Tank Review (0)
Pre-Action system Test (1)
Knox Box Installations (2)
Knox Box Removal (1)
Food Truck Vendor Inspections (0)
Carnival Ride Inspections (0)
Fire Damper Inspection (0)
Fire Caulk Inspection (4)
Out of Business (0)
New Business (2)
Disconnect Inspection (0)
School Fire Drill (1)
School Inspections (0)
Special Meetings (2)
Occupancy Load (0)
Run Hide Fight Drill (0)

Public Education

State Smoke Detector Program (Smoke detectors installed January- May (272)
Total Contacts (Adults 5800) (Children 8807)
Fire Investigations (0)
Classes Attended (1) EV case study Chicago Strike Force



Bristol Kendall Fire Protection District

103 East Beaver Street
Yorkville, IL 60560-1704

Phone: 630 553-6186

Fax: 630 553-1482



April 2025

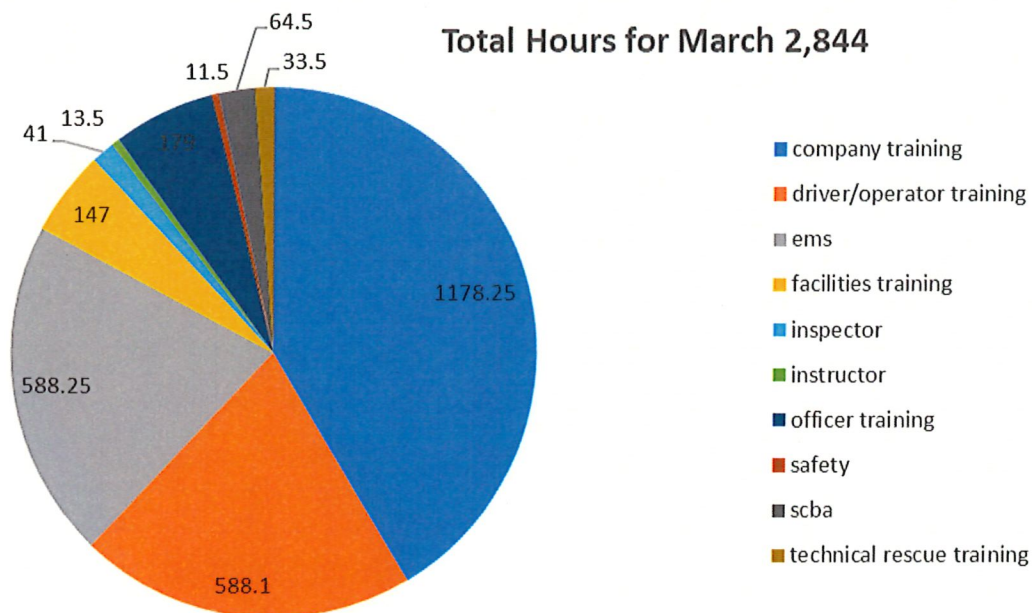
Trustee Meeting

Training Report

Training:

2,844 Training Hours for March

- 2,582 Training Hours for February
- 2,723 Training Hours for January
- 3,421 Training Hours for December



Notes:

- We conducted two weeks of live fire training.
 - We worked on tactics with basement and second floor fires.
- We went to LRF Station 2 and used their SCBA Maze.
- Crews completed an Airway Obstacle Course at Station 1.
- Members of the BKFD Water Rescue Team conducted a drill where we reviewed PPE, systems, and Boat Operations.
- We completed an in-service for the new UTV.
- Crews reviewed Brush Truck Operations.
- We've started something new with the officers. The officers for each shift get together and review district policies. Once they review the policies, they forward any recommendations onto the Chiefs for any revisions.
- We finished up with the annual department physicals.
- We completed Cadet Interviews. Total of 16 interviews were conducted.
- Myself and Oswego met with Lifestar. Lifestar will be teaching an advanced airway and a landing zone class over summer.
- Annual Flow testing was completed on all of the SCBA's.
- We completed orientation for two part-time employees: FF Ryan Galvan and FF Mike Sturm.
- All the medic units completed their annual inspections.
- Crews continue to import preplans into Flow MSP.
- In-house Advanced Firefighter and Fire Apparatus Engineering is under way.



Bristol-Kendall Fire Protection District

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Yorkville, IL 60560-1704
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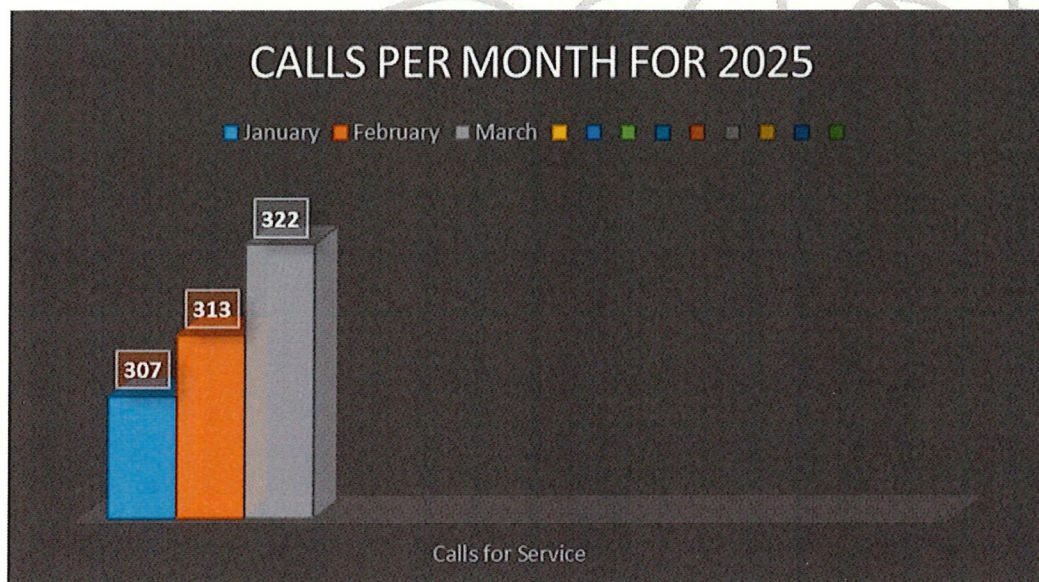


April 2025

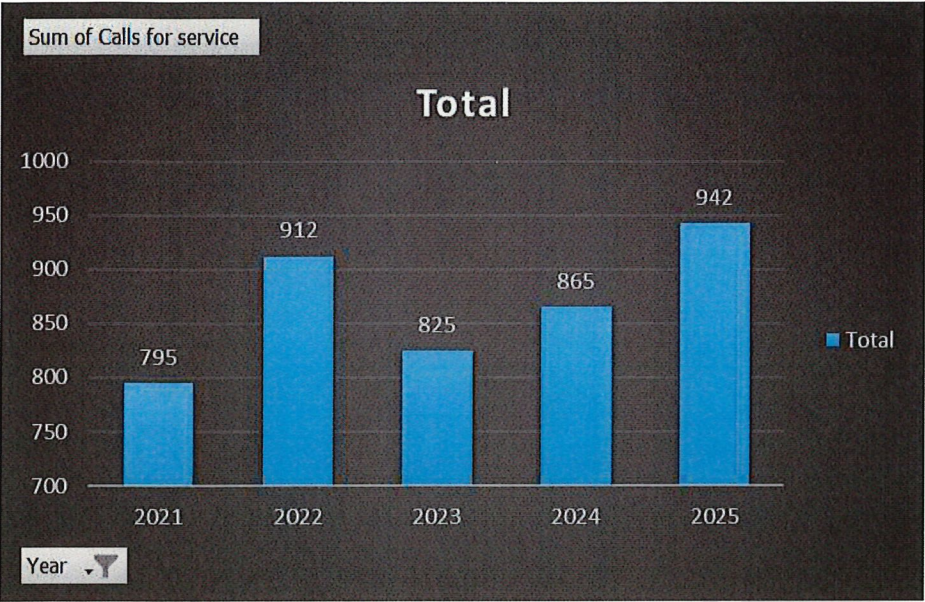
Trustee Meeting

Operations Report

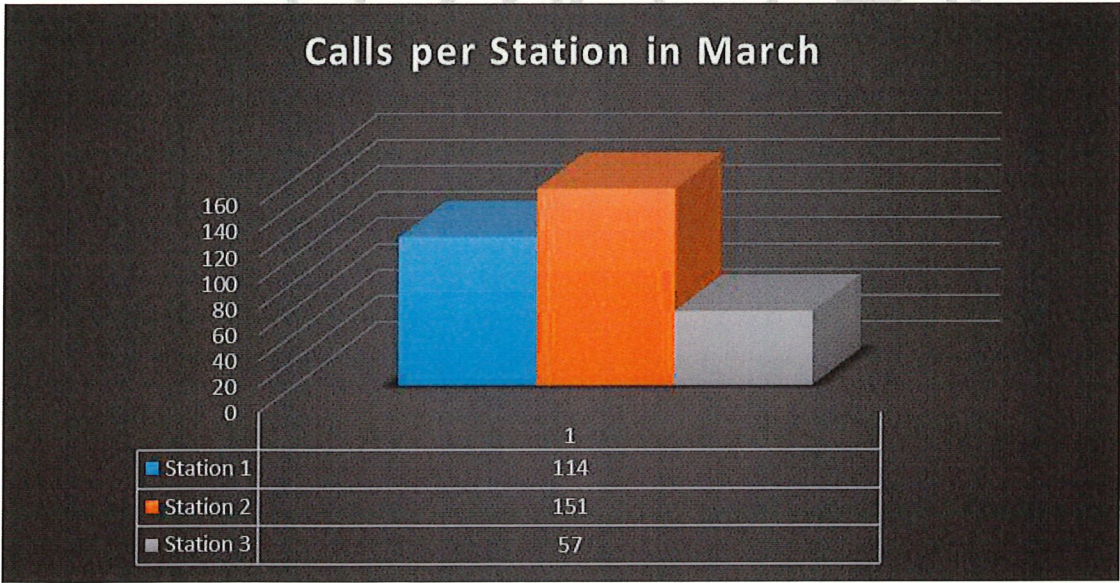
Calls by Month:



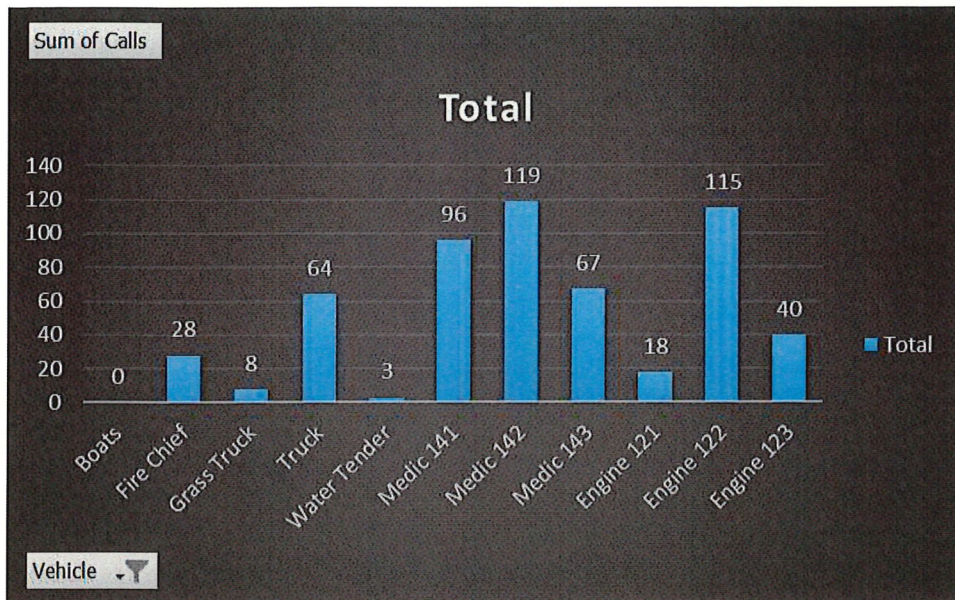
Calls for Service by Year:



Calls per Station:



Calls by Responding Unit:



Staffing:

- Fulltime District
 - 32 Personnel
- Part Time
 - All 12 positions are filled across three shifts
- Contract
 - 4 Positions
 - 4 Paramedics

Fire Division:

- Mutual Aid to Oswego – 5011 Carpenter Ave – Structure Fire
- Mutual Aid to Oswego – 519 Meadow Wood Ln – Brush Fire
- Mutual Aid to Little Rock Fox – 21 Jeffery Ln – Structure Fire
- Ashley & Walker Roads – Extrication w/2 Helicopters to the scene

IT:

- Continues to work on multiple IT projects

Grant Funding:

- Still waiting to hear about the AFG Grant for new fire gear
- Waiting to hear about the Fire Station Rehab Grant through OSFM for the roof replacement at Station 1

Fleet Maintenance:

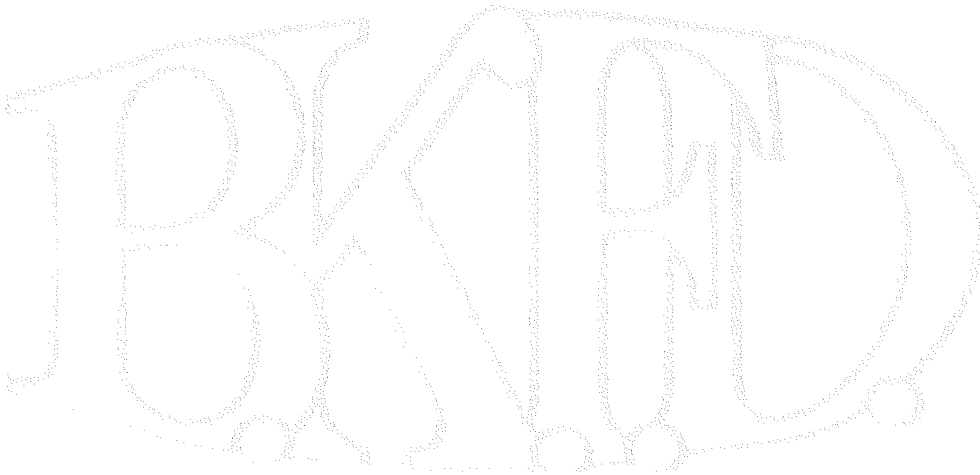
- E123 continues to be placed back together
- Order has been placed for two new medic units

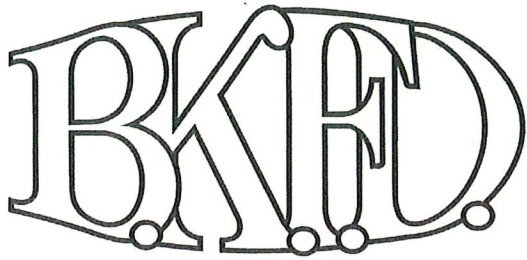
Stations:

- New apoxy floor has been installed in the Lafrance Bay
- Center stairs at Station 1 have been apoxy coated
- Two new HVAC units have been installed at Station 1

General Information:

- Completed the After The Fire booklet for those that have experienced a fire in their home.





Bristol Kendall Fire Protection District

103 East Beaver Street
Yorkville, IL 60560-1704

Phone: 630 553-6186

Fax: 630 553-1482



April 2025

Trustee Meeting

Fire Chief Report

Bills out of Norm:

- Fire Fund
 - Air One Equipment- \$5,776 for fire hose
 - MES Service- \$3,977 for annual flow testing on SCBA
 - North Central Water Rescue- \$5,400 for swift water training class
- EMS Fund
- Operations Fund
 - Twin Supplies- \$12,090 for light fixture upgrade at station 2
- Capital Fund
 - Data Center Warehouse- \$23,160 new MDTs for the vehicles
 - Fleet Safety Supply- \$16,855 for lights for new pickup truck
- Insurance Fund

Staffing:

- Overtime hours for January:
 - Full time District- 171.75 Hours
 - Full time Contract- 0 Hours
 - Part time District- 63 Hours
 - Kelly Days- 480 Hours
 - Sick Days- 231 Hours
 - Vacation Days- 168 Hours
 - Comp time Days- 0 Hours
 - Bereavement Day- 0 Hours
 - On Duty Injury- 0 Hours
- Overtime hours for February:
 - Full time District- 101.50 Hours
 - Full time Contract- 0 Hours
 - Part time District- 98.75 Hours
 - Kelly Days- 288 Hours
 - Sick Days- 318.50 Hours
 - Vacation Days- 168 Hours
 - Comp time Days- 0 Hours
 - Bereavement Day- 0 Hours
 - On Duty Injury- 0 Hours
- Overtime hours for March:
 - Full time District- 167.50 Hours
 - Full time Contract- 0 Hours
 - Part time District- 40.75 Hours
 - Kelly Days- 288 Hours
 - Sick Days- 325 Hours
 - Vacation Days- 144 Hours
 - Comp time Days- 0 Hours
 - Bereavement Day- 0 Hours
 - On Duty Injury- 0 Hours

Finances:

- FNBO Checking
 - Market Value- \$471, 483.61
 - Interest- \$671.22
 - Year to Date Interest- \$1740.25
- FNBO Money Market
 - Market Value- \$437,869.31
 - Interest- \$587.80
 - Year to Date Interest- \$2,278.59
- Schwab Operation Fund
 - Market Value- \$5,188,740
 - Schwab Money Market is around 4.0%
 - Year to date net gain is \$61,138
- Schwab Capital Fund
 - Market Value- \$4,337,408
 - Year to date net gain is \$59,499
 - May 1st 2025 goal for 20 Year replacement plan is \$4,143,934
 - May 1st 2026 goal for 20 Year replacement plan is \$4,806,082
- Fire Recovery
 - Year to date there are \$6,339.20 in claims submitted.
 - Have received \$7,443.87

Commissioner Notes:

- FF New Hire status
 - Physicals are completed
 - Will start May 4th with orientation the first week and then returning to shift
 - We will be working on changing their status in our software
 - Have two working on their CPAT
 - We will have a swearing in ceremony little later dependent on the two passing their CPAT
- Next regular meeting is May 13th

Other Notes:

- FY 26 Work Comp rates are in
 - We are seeing a 10% rate decrease
 - We are probably the lowest our rep has seen at \$4.114 per \$100
 - Average is closer to \$5 up to \$7
 - We will see an overall premium increase due to increase in staffing
 - IPRF is awarding us a \$22,915 grant this year, last years was \$15,848
- T-Mobile project update
 - Sim Cards will be getting installed into the vehicles
 - New MDTs were also purchased and will be swapped out as well
- Civilian Paramedics
 - Background checks are complete
 - They completed their annual physical earlier this year
 - Will be working on changing their status in our software
- EVT Position
 - Interviewed three candidates
- Misc
 - Working on a policy for other entities using the training tower
 - Fire Apparatus Engineer Course has started with 16 personnel in it
 - Advanced Firefighter Course has started with 14 personnel in it
 - Basic Operations Course will have to be revamped for new standard
 - Fire signs in rural areas are being updated
 - Station 1 is being painted: La France Bay, upstairs hall, upstairs bathrooms
 - Station 1 Office furniture is continuing to be updated: Main office area, Chief McCarty's office, and Chief Messersmith's office
 - Station 2's carpet should be getting installed soon
 - Station 3's radio room is being renovated and will become the office for both EVTs
 - Might be getting closer to locking in land for Station 5 near Corneils Road and Beecher Road. This would be a donation from a developer.



Bristol-Kendall Fire Protection District

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



Memorandum

Date: April 7, 2025

To: Board of Trustees

From: Fire Chief Jeremy Messersmith

RE: Fund Transfer

President Johnson,

In the past fund transfers were approved monthly. This is technically taken care of during the budget approval process.

- Does the board want to continue as in the past with approving the transfer at the end of the fiscal year by itself or consider it complete with the budget process?

If a separate transfer approval is to be approved then we are looking for approval to transfer the following funds for FY 25:

- \$539,000 to the Operations Fund
- \$75,000 to the Insurance Fund
- \$1,050,696 to the Capital Fund



Bristol-Kendall Fire Protection District

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



Memorandum

Date: April 7, 2025

To: Board of Trustees

From: Fire Chief Jeremy Messersmith

RE: Personnel Status

President Johnson,

I am requesting trustee approval to hire up to six cadets for this year's program.

I am requesting trustee approval to change Civilian Mechanic Mark Frieders job title.

I am requesting trustee approval to hire the following individual as a Full Time Emergency Vehicle Technician with the benefits package as presented in close session:

- Nikolas Howe

I am requesting trustee approval to hire the following individual as a part time firefighter.

- Michael Boyd



Bristol Kendall Fire Protection District

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



Memorandum

Date: April 7, 2025

To: Board of Trustees

From: 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 401- Part Time Shift Personnel
 - Discussed last month, no changes
- Policy 405- Classification of Employees
 - Discussed last month, no changes

New Policy

- Policy 403- Health and Welfare Benefits
 - Discussed last month, removed part time health insurance language
- Policy 320- Fleet Maintenance Supervisor

Part-Time Shift Personnel

401.1 PURPOSE AND SCOPE

The purpose of this Policy is to establish the minimum required criteria to be a part time [shift](#) employee of the Bristol Kendall Fire Protection District.

401.2 POLICY

[It is the policy of the Bristol Kendall Fire Protection District to establish a part time shift program to help support the fire district operations.](#)

Requirements

- ~~Part-Time firefighter employees must maintain a minimum number of worked hours based on hire date and a maximum of 212 hours during the 28-day billing cycle:~~
 - ~~Prior to May 1, 2017 -- Minimum of 48 hours~~
 - ~~May 1, 2017 -- January 1, 2019 -- Minimum of 60 hours~~
 - ~~After January 1, 2019-- Minimum of 96 hours~~
- ~~Your availability shall be entered into Aladtec by 2400 hours, of the 10th day, of the month prior.~~
- ~~Once the calendar is published, any open shifts can be signed up for by clicking on the shift in Aladtec. These shifts will be assigned by a Chief officer to fill an open spot if needed.~~
- ~~A maximum of 48 consecutive hours working part time will be allowed~~
- ~~Once you have been assigned a shift, it is your responsibility to find coverage if you can no longer fulfill that obligation. Exceptions can be made for extenuating circumstances.~~

Shift Trades or Giving Up a Shift

- ~~Part-Time employees shall have the right to trade shifts or give up a shift with other Part-Time employees only, provided the trade does not interfere with the operation of the District.~~
- ~~Prior authorization of such changes shall be given by the Operations Chief or his/her designeeS ; such authorization and approval shall not be unreasonably withheld. Last minute trades can be approved by a Shift Officer if one of the Chiefs are not in the office.~~
- ~~All shift trades shall be submitted through Aladtec .~~
- ~~Once an employee agrees to work a trade/payback (having the approved documentation), the employee assumes all the responsibilities of the shift.~~

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Part-Time Shift Personnel

- ~~Shift trades with Full Time employees is prohibited.~~

Minimum Training Hours

- ~~The required training per month to stay an active part time member of the Bristol Kendall Fire Protection District is to complete all training assigned in Target Solutions.~~
- ~~All employees must complete the required CE hours to maintain any required certifications, (i.e., EMT and HazMat Ops).~~
- ~~The annual required training courses must also be completed, (i.e., HIPPA and BloodBorne Pathogens).~~
- ~~Any additional trainings that might become required~~

Call Offs

- ~~Call Offs will not be accepted without extenuating circumstances (i.e., Death in the family, Injury, Sickness, Forceback).~~
- ~~Call Offs shall be made at minimum of one hour prior to the beginning of your assigned shift.~~
- ~~Shift officers will document the call off with an email to the Operations Chief and Duty Chief.~~
- ~~Unexcused call offs will receive progressive discipline~~
 - ~~First offense — Verbal Discipline~~
 - ~~Second offense — Written Discipline~~
 - ~~Third offense — Suspension for one month from working Part Time~~
 - ~~Fourth offense — Termination from Part Time employment~~

Holidays

- ~~Part time employees will be paid at one and one half times their regular pay rate for any holidays worked.~~
- ~~The holiday schedule for part time employees will follow the full time sworn district personnel's holiday schedule.~~

~~Any Full-Time employees working on the contract side will be able to work Part Time once all training requirements have been met. The employee will not be expected to meet the minimum hours but will be expected to meet all other requirements.~~

401.3 PART TIME PROGRAMS

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Part-Time Shift Personnel

There are three part time programs that will be established.

- 24/48 shift program where an employee is assigned a shift to work. The employee will be assigned either Sunday, Wednesday, or Saturday off to help prevent overtime costs.
- Weekend program where an employee will work Wednesday and either Sunday or Saturday to cover the shift program assigned days off.
- Sign up program where an employee cannot fully commit to shift work but fills in open shifts created by paid and unpaid leave.

401.4 QUALIFICATIONS

Part time personnel who work shift must meet the qualifications of Firefighter Recruit at a minimum.

401.5 REQUIREMENTS

Minimum Training Hours

- The required training per month to stay an active part time member of the Bristol Kendall Fire Protection District is to complete all training assigned in Target Solutions.
- All employees must complete the required CE hours to maintain any required certifications, (i.e., EMT and HazMat Ops).
- The annual required training courses must also be completed, (i.e., HIPPA and BloodBorne Pathogens).
- Any additional trainings that might become required

Pass an annual department physical.

401.6 SCHEDULED TIME

Assigned Shifts

- Once you have been assigned a shift, it is your responsibility to find coverage if you can no longer fulfill that obligation. Exceptions can be made for extenuating circumstances.
- A maximum of 48 consecutive hours working part time will be allowed

Shift Trades or Giving Up a Shift

- Part-Time employees shall have the right to trade shifts or give up a shift with other Part-Time employees only, provided the trade does not interfere with the operations of the District.
- Prior authorization of such changes shall be given by the Operations Chief or his/her designee, such authorization and approval shall not be unreasonably withheld. Last minute trades can be approved by a Shift Officer if one of the Chiefs are not in the office.
- All shift trades shall be submitted through the scheduling software.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Part-Time Shift Personnel

- [Once an employee agrees to work a trade/payback \(having the approved documentation\), the employee assumes all the responsibilities of the shift.](#)
- [Shift trades with Full Time sworn employees is prohibited.](#)
- [Shift trades with Full Time civilian employees will be allowed on a limited basis as long as it does not interfere with District operations.](#)

Call Offs

- [Call Offs will not be accepted without extenuating circumstances \(i.e., Death in the family, Injury, Sickness, Forceback\).](#)
- [Call Offs shall be made at minimum of one hour prior to the beginning of your assigned shift.](#)
- [Unexcused call offs will receive progressive discipline](#)
 - [First offense – Verbal Discipline](#)
 - [Second offense – Written Discipline](#)
 - [Third offense – Suspension for one month from working Part Time](#)
 - [Fourth offense – Termination from Part Time employment](#)

Holidays

- [Part time employees will be paid at one and one half times their regular pay rate for any holidays worked.](#)
- [The holiday schedule for part time employees will follow the full time sworn district personnel's holiday schedule.](#)

401.7 BENEFITS

[Part time personnel will earn sick time only in accordance with the Paid and Unpaid Leave policy.](#)

[The District will continue to pay for annual physicals in accordance with the Health and Welfare Benefits.](#)

Classification of Employees

405.1 PURPOSE AND SCOPE

The purpose of this policy is to establish job classifications applicable to the [Bristol Kendall Fire Protection District](#).

405.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to develop ~~ment~~ job classifications unique to the [Bristol Kendall Fire Protection District](#).

405.3 DEFINITIONS

Sworn Employee- Sworn employee shall mean all full-time firefighters who are sworn under oath to uphold state and federal law; and the hiring and promotional processes for these positions are typically governed by the rules and regulations of the Bristol Kendall Fire Protection District Fire Commission.

Employment Type- used to determine eligibility for benefits [and](#) ; work schedule, ~~and among other things~~ .

Employment Classification- used to determine eligibility for overtime.

405.4 PROCEDURE

The [Fire Chief](#) or his/her designee should work to develop, update, and maintain the job classifications. These should include information from collective bargaining agreements with each employee group and should include expected working hours.

405.5 CLASSIFICATION OF EMPLOYEES

For purposes of salary administration, eligibility for overtime payments, and employee benefits, the Bristol Kendall Fire Protection District classifies its employees as [the](#) following types:

- Full-time Sworn Salary Employees (shift & [daytime staff](#))
 - Employees hired to work Bristol Kendall Fire Protection District's 28-day work cycle which averages ~~53~~ [2.89](#) hours per week with benefits
 - Such employees are "non-exempt", as defined below
 - [Chief Officers Staff](#) ~~employees~~ who work 40 hours per week with benefits
 - Such employees are "exempt", as defined below
- Part-time Employees
 - Employees hired to work on an hourly basis
 - Such employees are "non-exempt", as defined below
- Full-time Non-sworn employees ([shift & daytime staff](#))

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Classification of Employees

- Employees hired to work Bristol Kendall Fire Protection District's 28-day work cycle which averages 56 hours per week with benefits
 - Such employees are "non-exempt", as defined below
- Employees hired to work dayshift ~~the -normal-workweek~~ on a regular basis with benefits package
 - Full time employees will work a minimum of 32 hours a week
 - Such employees may be "non-exempt", as defined below
- ~~Full-time-Contract-Employees~~
 - ~~Employees hired to work Bristol Kendall Fire Protection District's 28-day work cycle which averages 56 hours per week with benefits~~
 - ~~Such employees are "non-exempt", as defined below~~
 - ~~All contract employees remain employees of the employment agencies and not Bristol Kendall Fire Protection District~~
- Ancillary Employees (temporary)
 - Employees engaged to work full-time or part-time on the Bristol Kendall Fire Protection District payroll with the understanding that their employment will be terminated no later than upon the completion of a specific assignment. Note: An ancillary employee may be offered and may accept a new assignment with the Bristol Kendall Fire Protection District and still retain ancillary status.
 - Such employees are "non-exempt", as defined below
 - The following areas of work can be classified as ancillary work:
 - Clerical Work
 - Computer and Data Processing
 - Public Education
 - CPR Instruction
 - Fire Prevention Inspections
 - Vehicle Maintenance
 - Instructor

In addition to employment types, the District designates the following Employment Classifications in conjunction with the guidelines for the Fair Labor Standards Act.

- Non-exempt Employees, sworn
 - Employees hired to perform fire-fighting duties, etc. are required to be paid overtime at the rate of time and one half (one and one half times) their regular rate of pay for all hours worked beyond 212 in a 28-day work cycle, and 276 ~~70~~ hours in a year, in accordance with applicable federal wage and hour laws.
- Non-exempt Employees, non-sworn

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Classification of Employees

- Employees who are required to be paid overtime at the rate of time and one half (one and one half times) their regular rate of pay for all hours worked beyond ~~the normal~~ 40 hours per week, in accordance with applicable federal wage and hour laws
- Some employees may be able to earn compensatory time in lieu of the paid overtime as determined by the Fire Chief. The earned time would be at the rate of one and one half of earned time for every hour worked over 40 hours.
- Exempt Employees
 - Employees who are not required to be paid overtime, in accordance with applicable federal wage and hour laws, for work performed beyond 40 hours in a week. The Fire Chief, Deputy Fire Chief, Assistant Fire Chief and certain other employees in administrative positions are typically exempt.

405.6 WORK HOURS

The normal work hours for Full-time sworn Salary Employees (shift), are 0700 to 0700 hours with paid meal and break periods unless specified otherwise in a collective bargaining agreement. The time of your meal period will be designated by your supervisor.

The ~~normal~~ work hours for Full-time sworn Salary Employees, assigned to dayshift (staff) are normally 0700 to 1600 hours, Monday through Friday, with meal and break periods unless specified otherwise in a collective bargaining agreement. A lunch break is normally to be taken between 1200 and 1300 hours and is unpaid. However the work hours and days could vary depending on scheduled meetings and workload.

The normal work hours for Part-time Salary Employees (shift), are ~~0700 to 1900 hours, 1900 to 0700 hours, and~~ 0700 to 0700 hours with paid meal and break periods. The time of your meal period will be designated by your supervisor.

~~The normal work hours for Full-time Contract Employees (shift), are 0700 to 0700 hours with meal and break periods. The time of your meal period will be designated by your supervisor.~~

The normal work hours for Full-time Non-sworn Salary Employees (shift), are 0700 to 0700 hours with paid meal and break periods. The time of your meal period will be designated by your supervisor. Shift employees are limited to working a maximum of 48 consecutive hours.

The normal work hours for Full-time Non-sworn Employees, (dayshift staff) are defined by position and job description. Work hours are typically 0700-1600, Monday through Friday, but can vary due to meetings and workload. Any variations in the work hours has to be approved by the Fire Chief or his/her designee.

Health and Welfare Benefits

403.1 PURPOSE AND SCOPE

The purpose of this policy is to establish health and welfare benefits that are to be offered to employees.

403.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to offer health and welfare benefits to help attract and retain employees. Employees will be eligible for benefits on their hire date. If an employee is covered under a collective bargaining agreement, that agreement will supersede this policy.

403.3 MEDICAL INSURANCE

The district will provide a medical insurance option that provides both HMO and PPO options. The medical insurance will be offered to the employee and their dependents. Members can change their plan option once a year during open enrollment unless a qualifying event occurs.

The district will pay 100% of the premium cost for full time employees and 80% of premium costs for dependents. The employee will be responsible for any remaining premium costs that will be deducted on their bi-weekly paycheck.

If an employee waives the medical insurance, they will receive compensation equivalent to fifty percent of the employee-only medical premium per pay period for each pay period that the employee opts out. The medical premium used for the calculation will be the lowest cost plan available.

Upon retirement employees will be eligible to continue medical insurance. The employee will be responsible for the full premium cost.

403.4 DENTAL INSURANCE

The district will provide a dental insurance option to full time employees. The dental insurance will be offered to the employee and their dependents. Members can change their plan option once a year during open enrollment unless a qualifying event occurs.

The district will pay 100% of the premium cost for the employee and 80% of premium costs for dependents. The employee will be responsible for any remaining premium costs that will be deducted on their bi-weekly paycheck.

Upon retirement employees will be eligible to continue dental insurance. The employee will be responsible for the full premium cost.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Health and Welfare Benefits

403.5 VISION INSURANCE

The district will provide a vision insurance option to full time employees. The vision insurance will be offered to the employee and their dependents. Members can change their plan option once a year during open enrollment unless a qualifying event occurs.

The district will pay 100% of the premium cost for the employee and 80% of premium costs for family dependents. The employee will be responsible for any remaining premium costs that will be deducted on their bi-weekly paycheck.

Upon retirement employees will be eligible to continue vision insurance. The employee will be responsible for the full premium cost.

403.6 LIFE INSURANCE

The district will provide a \$50,000 life insurance policy on full time employees that is 100% paid by the district. The employee will designate who the beneficiary of the policy is.

The district can offer additional life insurance to the employee but premium costs will be 100% paid by the employee.

403.7 ANCILLARY INSURANCE

The district can offer ancillary insurance options to employees but premium costs will be 100% paid by the employee.

403.8 PHYSICALS AND IMMUNIZATIONS

The district may require employees to complete physicals on an annual basis. The physical can be conducted during working hours and paid for by the district.

The district will pay for any costs not covered by insurance for immunizations set forth in the District's infectious control policy or required by the district.

Fleet Maintenance Supervisor

320.1 PURPOSE AND SCOPE

The purpose of this policy is to establish the minimum qualifications for and specify the duties and responsibilities of the Fleet Maintenance Supervisor.

320.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to have highly qualified and trained Fleet Maintenance Supervisors which shall be responsible for the duties described in this policy and other duties assigned.

320.3 NATURE OF WORK

The Fleet Maintenance Supervisor is responsible for managing the daily operations of a fleet maintenance team, ensuring that all vehicles are properly maintained and repaired in accordance with company policies, safety standards, and regulatory requirements. This role involves supervising Emergency Vehicle Technicians, managing schedules, monitoring vehicle performance, and ensuring the fleet's operational efficiency.

320.4 QUALIFICATIONS

Qualifications shall be in accordance with the Board of Trustees

Fleet Maintenance Supervisor Minimum Requirements:

1. U.S. Citizen or legally authorized to work in the U.S. (must meet I-9 requirements)
2. High school diploma or equivalent
3. Valid Illinois Class B CDL with air brake endorsement driver's license
4. Vocational or technical training in diesel mechanics
5. Meets the NFPA 1071 requirements for Emergency Vehicle Technician I, II, & III
6. ASE Level III Certification for fire apparatus and ambulance technician
7. EVT Level III Certification for fire apparatus and ambulance technician

Fleet Maintenance Supervisor Preferred Requirements:

1. Associate's or Bachelor's degree in automotive technology, business management, or a related field

320.5 FUNCTIONS AND RESPONSIBILITIES

Fleet Maintenance Oversight:

- Supervise and coordinate routine and preventative maintenance of all vehicles within the fleet, including inspections, oil changes, tire rotations, brake checks, and other regular service tasks.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Fleet Maintenance Supervisor

- Ensure timely repairs and maintenance to minimize vehicle downtime and maximize fleet availability.
- Schedule repairs and maintenance in coordination with vehicle use to avoid disrupting business operations.

Team Supervision:

- Lead and supervise a team of Emergency Vehicle Technicians, providing guidance, training, and support to ensure quality workmanship.
- Evaluate team performance and ensure that all staff adheres to company policies and safety protocols.
- Provide coaching and assistance to team members to improve skills and resolve maintenance issues effectively.

Inventory and Parts Management:

- Manage parts inventory, ensuring the availability of necessary parts and materials to perform maintenance and repairs.
- Order replacement parts and equipment as needed, maintaining cost control and staying within budgetary constraints.

Compliance and Safety:

- Ensure all maintenance activities comply with company policies, industry standards, and relevant local, state, and federal regulations (such as DOT regulations).
- Monitor and enforce safety protocols to prevent accidents or injuries during vehicle repairs and maintenance.
- Conduct regular inspections to ensure vehicles are safe and roadworthy.
- Assist in preparing vehicles for annual pump and ladder testing, emissions tests, and other certifications.

Vehicle Performance Monitoring:

- Monitor vehicle performance and recommend improvements or changes to reduce maintenance costs and increase vehicle lifespan.
- Analyze data related to fleet performance, repair history, and maintenance costs to identify trends and areas for improvement.

Budget Management:

- Assist in preparing and managing the fleet maintenance budget, tracking expenditures, and ensuring that maintenance costs remain within budget.
- Suggest cost-saving initiatives related to maintenance processes, parts, and repairs.

Reporting and Documentation:

- Maintain accurate records of maintenance activities, vehicle repair histories, and parts inventory.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Fleet Maintenance Supervisor

- Prepare regular reports on fleet maintenance status, including vehicle downtime, maintenance costs, and upcoming maintenance schedules.

Vendor Management:

- Coordinate with third-party service providers or contractors for specialized vehicle repairs or services when needed.
- Negotiate service contracts and ensure vendors meet the company's standards for quality and timeliness.

Maintenance and Repairs:

- Perform routine and preventive maintenance on fire apparatus, emergency vehicles, and equipment.
- Diagnose and repair mechanical, electrical, hydraulic, and pneumatic systems.
- Troubleshoot engine, transmission, brake, and drivetrain issues.
- Maintain and repair auxiliary systems such as pumps, generators, and specialized firefighting equipment.

Emergency Support:

- Respond to emergency repair requests during incidents as needed.
- Provide support for urgent repairs outside of regular hours.

Training

- Train personnel on basic vehicle and equipment operation and maintenance when necessary.
- Continuing education required to maintain Emergency Vehicle Technician certification

The above listed duties and responsibilities are not intended to be all inclusive. The District reserves the right to assign additional duties and responsibilities it deems necessary or desirable, as well as take away any duties and responsibilities at its discretion.

320.6 ENVIRONMENTAL AND WORKING CONDITIONS

The Fleet Maintenance Supervisor typically works in a shop environment but may perform duties outdoors or at emergency scenes under various conditions. The role may involve exposure to loud noises, hazardous materials, and heavy machinery.

320.7 WORKER CHARACTERISTICS

- Strong leadership and team management skills.
- Proficient in fleet management software and maintenance tracking systems.
- Proficiency in using diagnostic tools and software.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Fleet Maintenance Supervisor

- Strong knowledge of NFPA standards related to fire apparatus and ambulance
- Ability to read and interpret technical manuals, schematics, and diagrams.
- Excellent problem-solving skills and attention to detail.
- Physical ability to lift heavy equipment, work in tight spaces, and endure exposure to various weather conditions.
- Team player
- Ability to work independently
- Dependable
- Integrity
- Initiative
- Very well organized
- Ability to multi-task
- Ability to clearly communicate with others



Bristol Kendall Fire Protection District

103 East Beaver Street
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Phone: 630-553-6186
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Memorandum

Date: April 7, 2025

To: Board of Trustees

From: Chief Jeremy Messersmith

RE: Policy Approval

President Johnson,

I am requesting board review and approval for the following Policy Changes to take effect on April 30, 2025:

Updated Policies (Changes in Blue and Red)

- Policy 450- Paid and Unpaid Leave
 - Discussed last month
 - Updated language for Retirement Healthcare Funding Plan portion in all sections
 - Changed "Personal Days" to "BKFPD Days"

New Policy

- Policy 412- Compensation
 - Discussed last month
 - Wages Section- added language for part time instructors, inspectors, and EVTs
 - Compensatory Time Off- split language for exempt and nonexempt, removed language for exempt that the time is paid out at retirement
 - Retirement Healthcare Funding Plan- Cleaned up language with recommendations from NPPFA

Paid and Unpaid Leave

450.1 PURPOSE AND SCOPE

The purpose of [paid and unpaid leave](#) ~~personnel leaves of absence~~ is to provide employees with flexible paid time off from work that can be used for such needs as vacation, personal, or family illness, doctor appointments, school, volunteerism, and other activities of the employee's choice. The district's goal is to reduce unscheduled absences and the need for supervisory oversight while being consistent with any collective bargaining agreement.

450.2 POLICY

The Bristol Kendall Fire Protection District recognizes the importance of time off for employees to spend time with their family, vacation, and for personal use. It is the policy of the District that all ~~full-time~~ employees will accrue time off and some paid benefits.

450.3 VACATION DAYS

Full-time sworn shift employees will earn vacation days in accordance with their current collective bargaining agreement.

[Vacation time is not an earned benefit for part time employees.](#)

[Vacation time is an earned benefit for all non-union full-time employees to be used for vacations and rest. All employees shall receive their full annual vacation allotment at the start of the fiscal year on May 1st. A new employee will receive a prorated amount of days based on their hire date.](#)

[Vacation time will be earned based on years of service with the district. Any current employees as of May 1, 2025 will be grandfathered and will receive their current vacation time annual accrual amount.](#)

Dayshift employees will [earn vacation time](#) per the following:

- Years ~~4~~ [0-5](#) receives 10 days
- Years 6-10 receives 15 days
- Years 11-20 receives 20 days
- Years 20 or more receives 25 days

[Shift employees will earn vacation time per the following:](#)

- [Years 0-4 receives 5 shifts](#)
- [Years 5-9 receives 7 shifts](#)
- [Years 10-15 receives 10 shifts](#)
- [Years 16-19 receives 11 shifts](#)
- [Years 20 and more receives 12 shifts](#)

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Paid and Unpaid Leave

Day shift employees shall give a reasonable amount of notice to the Fire Chief or his/her designee when using vacation time. Shift employees will place their vacation time on the calendar in April for the following fiscal year. Shift employees will be allowed to move a vacation day as long as it is a month in advance and does not create overtime.

Day shift employees will be allowed to carryover up to 40 hours of vacation time annually. Any unused vacation time above 40 hours will be paid out at the employees regular rate of pay into their Retirement Healthcare Funding Plan.

450.4 SICK TIME

Sick time is an accumulated benefit for all employees. Sick time shall be used for absence to take care of personal matters, illness, or injury.

Full-time sworn shift employees shall earn sick time in accordance with their current collective bargaining agreement.

Full-time ~~40-hour-week~~ employees shall accumulate sick time at a rate of 2.08 ~~1.54~~ hours per 40 hours worked.

Part-time employees shall accumulate sick time at a rate of 1.00 hours per 40 hours worked.

Day shift employees shall accumulate a maximum of 720 sick time hours. Shift personnel can accumulate up to a maximum of 1080 hours. Sick time earned above the cap will be deposited into the employee's Retirement Healthcare Funding Plan at their current hourly rate.

~~Full-time sworn shift employees shall earn sick time in accordance with their current collective bargaining agreement.~~

The district will allow employees to voluntarily transfer up to 72 hours of sick time to a fellow employee's sick bank per year provided the following criteria are met:

1. The employee is suffering from an off duty related injury or illness documented by a medical doctor's certification (when applicable), which has caused the employee to be unable to perform their regular duties, be without pay and/or is on family medical leave.
2. There is a reasonable expectancy that the employee will be able to return to regular duty in six months from the initial injury or illness, subject to reevaluation for an additional six months thereafter.
3. The request to donate must be in writing. Employees are not obligated to donate their sick time.
4. Employees must have a minimum bank of 240 hours in order to donate any time to another employee.
5. The Fire Chief approves the donation.

Bristol Kendall Fire Protection District

Bristol Kendall FPD Policy Manual

Paid and Unpaid Leave

450.5 KELLY DAYS

Full-time sworn shift employees will be issued work reduction days (Kelly Days) in accordance with their current collective bargaining agreement.

450.6 BKFPD DAYS

Full-time non-sworn shift employees will be issued 6 BKFPD days annually on May 1st to reduce their annual work hours to be relatively close to those specified in the current collective bargaining agreement. A new employee will receive a prorated amount of days based on their hire date.

BKFPD days should be scheduled in advance when possible to reduce the possibility of creating an opening that has to be filled through forceback.

Unused BKFPD days at the end of the fiscal year will be deposited into the employee's Retirement Healthcare Funding Plan at their current hourly rate.

450.7 NON-PAID DAYS

Scheduled Non-Paid days for part time employees must be submitted in the scheduling software program Aladtec prior to the next month's schedule becoming posted.:-

Full-time employees are not allowed to take non-paid days unless they have exhausted vacation days, BKFPD days, comp time and with approval of the Fire Chief or his/her designee.

450.8 HOLIDAYS

Holidays are granted to full-time sworn shift employees in accordance with their current collective bargaining agreement. Holiday rate of compensation will be in effect for full time non union shift employees and employees working part time_ on holidays specified within the current collective bargaining agreement of Local #5386.

Daytime non union employees are entitled to take holidays off with pay. The holiday schedule will be approved by the Board of Trustees annually for the calendar year. An employee may choose to work a holiday and take the time off on another day. The employee will earn comp hours at a ratio of 1 hour earned for every 1 hour worked on the holiday when the work is voluntary. Prior approval must be approved by the Fire Chief or his/her designee.

450.9 BEREAVEMENT LEAVE

All full-time daytime employees ~~that are assigned to a forty (40) hour work week~~ shall be given bereavement in accordance with their current collective bargaining agreement or the following:

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Paid and Unpaid Leave

- In the event of death of the employee's legal spouse, parent, step-parent, children, or step children, the employee shall receive off with pay the day of death (if the employee is working) and up to 5 additional work days off with pay for the funeral and bereavement.
- In the event of death of the employee's grandparents, grandchildren, brother, sister, mother-in-law, ~~or~~ father-in-law, or spouse's grandparents, the employee shall receive off with pay the day of the death (if the employee is working) and up to 3 additional work days off with pay for the funeral and bereavement.
- In the event of death of the employee's uncle, aunt, niece, nephew, brother-in-law, sister-in-law, daughter-in-law, or son-in-law, the employee shall receive off with pay the day of the death (if the employee is working) and 1 additional day for the funeral and bereavement.

All full-time employees that are assigned to shift work (24/48) shall be given bereavement leave in accordance with their current collective bargaining agreement. If the employee is not part of a collective bargaining agreement, leave will be in accordance to the current collective bargaining agreement.

450.10 SEPARATION

A part time ~~non -probationary~~ employee who leaves voluntarily will receive compensation at 50% of their current regular straight time hourly rate for any unused earned sick time.

A full time ~~The~~ employee will ~~also~~ be paid reimbursed for any unused earned vacation, BKFPD days, sick days, and compensatory time at their current regular straight time hourly rate, and deposited into their Retirement Healthcare Funding Plan. :

~~A- probationary -employee who leaves voluntarily- can be paid out at 50%-of their current regular straight time hourly rate for any unused earned sick time -~~

Full- time sworn shift employees shall be compensated for unused time in accordance with their current collective bargaining agreement.

Compensation

412.1 PURPOSE AND SCOPE

The purpose of this policy is to identify how employees are compensated for their time spent conducting district business.

412.2 POLICY

It is the policy of the Bristol Kendall Fire Protection District to fairly compensate its employees for their time spent providing a service to the fire district.

412.3 WAGES

Annual salaries will be paid out bi-weekly using a 28 day pay cycle. All full time "Non Exempt" employees will have their annual salary broken down into an hourly rate based on their work hours for the position they hold. Employees will be paid their hourly wage for every hour worked up to 40 hours.

Starting salaries will be presented to the employee upon their offer of employment. Annual pay raises thereafter will be presented and approved by the Board of Trustees prior to May 1st and will take effect on May 1st.

Cadets

- Training and ride time is considered part of the coursework to become a Firefighter and EMT. There is no compensation for their time during the coursework.
- Cadets can participate in Public Education events and other duties approved by the Chief Officer overseeing the cadet program. Compensation will be \$18.00 per hour worked.

Part Time 24/48 shift personnel

- Personnel holding the rank of Firefighter Recruit will earn \$19.00 per hour for a base pay scale.
- Personnel holding the rank of Firefighter/EMT Basic will earn \$20.00 per hour for a base pay scale.
- Personnel holding the rank of Firefighter/Paramedic will earn \$21.00 per hour for a base pay scale.
- Personnel will earn an extra \$0.50 per hour for every year of service with the district, as a part time employee, above the base pay scale. There will be a maximum cap of \$2.50 that can be obtained for service credit.

Part Time Instructor

- Pay scale for part time employees who are performing duties as an instructor, stoker, or safety person for training drills will be paid at the 7g rate set forth in the Local 5386 union contract.

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Compensation

Part Time Fire Inspector

- Pay scale for part time employees who are performing duties as a Fire Inspector will be paid at the 7g rate set forth in the Local 5386 union contract.

Part Time Emergency Vehicle Technician

- Pay scale for part time employees who are performing duties as an Emergency Vehicle Technician will be paid at the 7g rate set forth in the Local 5386 union contract.

Civilian Paramedics

- Pay scale for civilian paramedics will follow the pay scale set forth in the Local 5386 union contract.
- Personnel that have worked for the contract service at Bristol Kendall Fire Protection District will receive years of service credit equal to one half of the years of service worked for the contract service with the District. Half years of service credit will be rounded up.

412.4 OVERTIME

Overtime is defined as required hours worked past 40 hours in a work week for non shift personnel and above 212 hours in a 28 day pay cycle if working 24/48 shift work.

Employees classified as "Exempt" are exempt from earning overtime pay.

Employees classified as "Non Exempt" are subject to FLSA rules and will be paid overtime. Time over 40 hours will be compensated at 1 1/2 times the employees regular rate of earnings. If the overtime occurs on a Sunday or Holiday, full time dayshift employees will be compensated at 2 times the regular rate of earnings.

- The overtime hours to be worked have to be preapproved by the Fire Chief or their designee
- The employee may choose to earn the overtime in compensatory time off instead of paid earnings.
- ~~The employee may choose to have the earnings deposited into the employee's 415 plan instead of paid earnings.~~

At no time can overtime hours be banked for a later payout date.

412.5 COMPENSATORY TIME OFF

Non Exempt Employees

- Compensatory time off can be earned in two ways. The first would be in place of overtime. The second would be when a "Non Exempt" employee volunteers to work past their normal 40 hour work week to finish up a project or attend meetings. The hours earned will be time for time and documented in 15 minute increments. The hours worked have to be preapproved by the Fire Chief or their designee.

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Compensation

- [Employees can bank comp time up to a cap of 240 hours. When the cap is reached the employee will be paid out for their time accrued over the 240 hours at their regular rate of earnings into their Retirement Healthcare Funding Plan.](#)

[Exempt Employees](#)

- It is understood that sometimes "Exempt" employees work more than 40 hours a week due to meetings, work load, or other projects that arise. These employees are able to accrue compensatory time off for their time worked past 40 hours in a work week. The hours earned will be time for time and documented in 15 minute increments.
- Some of these employees are expected to be "on call" for a time frame set forth by their job requirements. There is no overtime pay for this "on call" time frame, however it is understood that sometimes incidents may take multiple hours to resolve, this time can be compensated time for time.
- [Employees can bank time up to a cap of 240 hours.](#)
- [This time is not earned and therefore is not compensated at time of retirement or separation.](#)

~~Employees can bank comp time up to a cap of 240 hours. When the cap is reached the employee will be paid out for their time accrued over the 240 hours at their regular rate of earnings into their Retirement Healthcare Funding Plan.~~

412.6 LONGEVITY

The district recognizes the importance of employee retention and will include a longevity pay based on years of service for full time employees, with the fire district as a full time employee, as follows:

- 5 years- 2% of the annual salary
- 10 years- 3% of the annual salary
- 15 years- 4% of the annual salary
- 20 years- 5% of the annual salary

The above increase will not be compounded. Payment for all longevity additions as listed shall be added to the employee's base salary for the purpose of calculating hourly rate and pension contributions.

412.7 457 PLAN

The district will sponsor a 457(b) program for the employees at no cost to the district. Employees may elect to withhold a portion of their pay to participate in the program. There is no "vested" time frame placed on the program.

412.8 RETIREMENT PENSION PLAN

Retirement pension plans are governed by state statute.

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Compensation

Chief Officers are required by statute to participate in an Article 4 Down State Firefighter Pension. If a Chief Officer is receiving an Article 4 pension through retirement they can opt out unless otherwise required by state statute.

Employees who are not firefighters and who work 1,000 hours or more in a 12 month period are required to be enrolled into Illinois Municipal Retirement Fund (IMRF).

412.9 RETIREMENT HEALTHCARE FUNDING PLAN

The district will sponsor a Retirement Healthcare Funding Plan for the employees as groups are formed and become eligible to participate in the plan. As said groups are formed, employees will be provided a one-time opportunity to elect to not participate per IRS Rule 7.25.9.5. The funding will be determined by said groups and then set as policy. The plan participants will be broken down by employee job title.



Bristol Kendall Fire Protection District

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Memorandum

Date: April 7, 2025

To: Board of Trustees

From: 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.

- 15 Office chairs from station 1
- Office furniture from Assistant Chief's Office
- Office furniture from Fire Chief's Office