

SEFD Board Packet

26 Feb 2018

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- Minutes - 18 Dec 2017, 22 Jan 2018, 12 Feb 2018
- Notice of Intention to Speak
- Reconciliation & Review sheet
- Balance Sheet
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- Pima County Monthly Tax Report
- Santa Cruz County Monthly Tax Report
- Cash Flow Forecast

Sonoita-Elgin Fire District
Governing Board Meeting Agenda

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public that the Sonoita-Elgin Fire District (SEFD) Board of Directors (SEFD is governed by a five member Board pursuant to A.R.S. §48-803.B) will hold a meeting on Monday, Feb 26, 2018. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 6: p.m. local time.

AGENDA:

- A. Call to Order.
- B. Roll Call of Board Members
- C. Pledge of Allegiance.

Call to the Public.

A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

1) Review and approval of the governing board meeting minutes of Dec 17, Jan 22, 2018, Feb 12, 2018 .

2) Report from the Fire Chief regarding the provision of fire and EMS to the SEFD; management and supervision of the SEFD; and any related items concerning community safety including but not limited to the following items.

- a) Firefighter Oath of Office
- b) Response and service report.
- c) Status of grants.
- d) Fire code and inspection items.
- e) Current community events.
- f) Rosemont mine.
- g) Apparatus update.
- h) Grants update.

3) Monthly financial reports and consideration of district financial matters pursuant to A.R.S.§48-807:

a) Review and approval of monthly financial reports for Jan 2018 to include: reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions in which the SEFD maintains an account

Sonoita-Elgin Fire District
Governing Board Meeting Agenda

The following agenda items are scheduled for consideration by the SEFD Board of Directors at the board meeting. Action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

- 4) Discussion of individual Board Members goals and objectives in their personal role on the Board. S. Jenkins
- 5) Discussion and possible action to lease purchase (cardiac monitors) : Chief DeWolf
- 6) Discussion of the 5 Board Members on the Strengths, Weaknesses, Opportunities, Threats (SWOT) of the District: K. Bahti

NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. §38-431.03(A)(3).

Governing board members may attend telephonically.

The undersigned hereby attests that a copy of this meeting agenda was duly posted at the following locations:

- a) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- b) SEFD website – www.sefd911.org

Governing board meeting agenda dated and posted: Feb 16, 2018. At 13:00 Local Time
By Kathy L. Goodwin Kathy L. Goodwin, Admin to the SEFD Fire Chief

Minutes to the meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, February 12, 2018
2 p.m.

Call to Order

Roll Call of Board Members – Archibald, Webber, Jenkins, Johnson, Chief De Wolf present; Bahti absent.

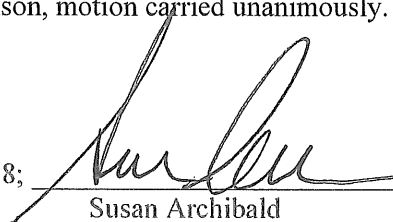
Pledge of Allegiance.

Call to the Public - none

Discussion and Possible action on Chief Goals & Objectives: S. Archibald - The board and Chief De Wolf conducted a conversation around a couple documents: the goals and objectives that has been presented to them last spring by the Chief, the original review created during John Flynn's tenure, and the revised version modified by Sue Archibald. The upshot of the conversation was that the Chief would present to the board a letter detailing what he'd accomplished this past year that included a number system to match the categories of the accepted review document (Flynn modified). The Board would then individually rate the Chief, then send the completed form to Sue Archibald so she can compile the information. The Chief will receive a copy of each individual Board member's review. Motion to accept the Goals & Objectives as presented in the format we've decided upon in the timeframe we've decided upon by Sue Archibald, seconded by Webber, motion carried unanimously.

Adjournment – Motion to adjourn by Webber, seconded by Johnson, motion carried unanimously.

Minutes to meeting of 12 Feb 2018 approved on February 26, 2018;
of the Board.


Susan Archibald, Clerk

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, January 22, 2018
6 p.m.

Call to Order
Pledge of Allegiance
Roll Call

Approval of the minutes: Webber asked that the motion to approve the Minutes of 18 December 2017 be tabled to the next regular meeting to add more description to the decision to approve the gift cards. Tabling the approval to the next month was accepted by the board without vote.

Call to the Public – there were none.

Chief Report – Chief De Wolf presented information on the following topics...

- Gift Cards – after our meeting last month we had a community member who thought this was a good thing who donated \$3,500 to cover the gift cards. I'd like to thank our community for this.
- Run report – presented monthly and calendar year 2017 run statistics (calls, types of calls and year end totals). 637 runs for all of 2017.
- License plates – they are available for purchase, for every plate you purchase a portion of the funds go to firefighter training.
- Wildland fire billing update.
- Palominas fire is further down on our agenda; they have 4 engines but only one runs, the BC and two of our captains have been over to evaluate the vehicles, we're making progress. Board member Jenkins asked how the community was receiving your (Chief's) actions over there; Chief advised that the response from the community has been very positive, and welcoming the fact that they're bringing the issues to light.
- Status on 824 – it should be back in service the end of this month. The front end has been put back together and the bodywork (painting) is to be done.
- The BC's truck should be arriving shortly, the slide-in unit is ready to attach.
- 1996 – 2017 – Chief displayed a slide that showed our calls from 1996 through 2017. Remember our calls run off a calendar year not a fiscal year.

Monthly financial reports and consideration of district financial matters pursuant to A.R.S. §48-807: V. Rutter presented the financials – balance sheet, profit & loss statement and the cash flow forecast to the board, there were no unusual or extraordinary transactions. Remember there has been a lot of unexpected expense this year due to the amount of wildfires we had this year, and it affects a number of accounts including payroll. After brief discussion to explain a few terms and account information, a motion to accept the financials as presented made by Archibald, seconded by Webber; motion carried unanimously.

Development of Chief's goals and objectives mapped to Board evaluation due in May; Jenkins. I feel strongly that we should go back through the Chief's goals and objectives that we started in May. I feel strongly that we need to sit down with the Chief. My recommendation is that we have a

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, January 22, 2018
6 p.m.

meeting soon to go over this with the chief. Archibald – I have something that I've been working on, so I put together this document that uses John Flynn's evaluation, I've organized it in a way that reflects the Chief's goals and objectives that he presented last year. Take a look at it and digest it. After much clarification and discussion a motion was made to hold a work session with the Chief to handle this topic. The Board selected February 12 at 2 p.m. for this working session. Archibald – When we do the evaluation, we'll each fill out our own evaluation; we'll come to a consensus and present the information to the Chief. Chief can choose to hold the final evaluation during an executive session or in an open forum.

Individual Board member Goals & Objectives: I did this for two reasons – to identify my goals and objectives, and I only have a limited time on the board and I have some things that I would like to see done before I leave. I'm just letting you know my goals and objectives and I'd like to hear you're goals and objectives. It's for each of us to know more about the others and see where we all fit on the board, to improve both the board and the district. Webber – my goals & objectives, I'd bring them to the meeting for discussion.

Lifepak – We had an additional donation of \$5,000 that was not in the budget and is unallocated. The Lifepak reserve fund has been at the same amount (\$5,000) forever. Chief – Suzanne Jenkins is proposing that we designate that \$5,000 of undesignated funds to the Lifepak fund. They are \$35,000 each we need three of them to the tune of \$105,000. We've tried for three consecutive years to obtain them through grants, and have not succeeded. We're at the end of the line when we need to put it in the agenda and buy the Lifepaks. We'll have to put it in our budget this year because they will no longer service our Lifepaks after this year. Archibald – I move that the undesignated donation of \$5,000 be allocated to the Lifepak Reserve Fund. Seconded by Webber, motion carried unanimously.

Strategic Planning Meeting: Jenkins – we've talked about getting going with a strategic plan, we've done a lot of work but it takes a lot of work to put one together. This can be broken down into small groups; in the past there were smaller groups working on smaller problems, a lot of work could be done by smaller groups working on various parts of the plan. We need to start somewhere. Webber – I'd like to see the definition of what a strategic plan is before we can decide what we need to do. I need to know what we're talking about. Maybe that means a working session; I've seen a lot of strategic plans, I need to know what we're talking about. Archibald – We need to decide what to do as a board. Chief – We can do a SWOT from the Board's point of view. We could do it at the next meeting. Bahti – we can put that on the next agenda.

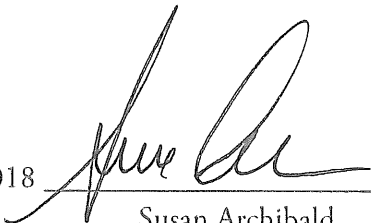
Compensation plan for staff and volunteers: Chief gave a brief overview of the new "step" plan that will be implemented for Palominas Fire and how it would change how we pay our current personnel if we changed to a similar plan. Chief explained several issues relating to the volunteers and the 20% rule. It is truly difficult to create some sort of compensation or benefit to a volunteer. I will be having a breakout with just the volunteers for the process of working the strategic plan. Volunteer dispatchers have given us just over 8,700 hours of time to SEFD, at \$10 per hour that

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, January 22, 2018
6 p.m.

represents over \$91,000 in wages if they were paid employees. With regards to the strategic plan, if we lose our volunteer base, our service levels will drop dramatically.

Palominas & SEFD IGA – Discussion and possible renewal: The original IGA is up for renewal, with the first 90 days we've brought in just over \$21,000. We've talked about Lifepaks, if we continue on we could use the money to pay towards our Lifepaks. I would recommend that we keep the 30 day termination in the contract. Palominas is willing to go up to 24 months. My next objectives would be to hire a full-time battalion chief for Palominas. I'd hate to leave them right now as we're starting the budget cycle right now and to put someone in there now would be difficult to do. The main decision is up to the five of you. The first priority is Sonoita Fire; and this is helping our staff in stepping up. Bahti – is there someone in the ranks at Palominas who is ready for the slot. Chief – No. SEFD is a machine that really runs smoothly. Our captains have seen the apparatus down there and they've seen what happens when you don't take care of apparatus. Jenkins asked a question about the labor issues. Chief – we're all done with the issues with labor. Archibald – I move that we renew the contract for 12 months – ends February 2019. Seconded by Johnson; motion carried unanimously.

Adjournment – motion to adjourn by Archibald, seconded by Webber, motion carried unanimously.

Minutes approved on 26 Feb 2018 , Board Clerk.
Susan Archibald

Minutes to the regular meeting of the Board of Directors
of the Sonoita-Elgin Fire District
Monday, 18 December 2017
6p.m.

Call to Order

Roll Call of Board Members

Pledge of Allegiance.

Oath of Office for Chris Johnson: The Oath of Office was administered by S Archibald

Selection of Board officers (Chairperson and a Board Clerk) : Motion was made by Kurt Bahti to nominate Sue Archibald as Clerk of the Board for 2018, seconded by Suzanne Jenkins, motion carried unanimously. Motion by Reba Webber to nominate Kurt Bahta as Board Chair for 2018, motion carried unanimously.

Review and approval of the governing board meeting minutes of Nov 20, 27, 2017 and November 27: 2017: Motion to approve minutes from Nov. 20, 2017 made by Archibald, seconded by Johnson, motion carried unanimously. Motion by Archibald to accept the minutes to the Nov 27, 2017 minutes, seconded by Johnson, motion carried unanimously.

Report from the Fire Chief – Chief reported on the monthly statistics for SEFD, call load and types of runs, simultaneous calls and events participated in; updated the Board on reimbursements for wildland fires; progress report on Palominas Fire District and the IGA; California fires & information on our crews, and the Community Pot Luck held by Judge Barth for the Corrections Personnel who help in our Community.

Call to the Public. -There were no participants.

Monthly financial reports and consideration of district financial matters: Presented by Rutter; there were no unusual events to report, we're collecting the first half of our taxes – we're right on track. Donations are up considerably. There was brief updates on PSPRS, Fuels Grant, and the new Vehicle to replace 830. Cash Flow Forecast (cash in and cash out on a monthly basis) was presented as well. Motion to accept the financial report by Jenkins, seconded by Archibald, motion carried unanimously.

Strategic Plan update and outline: S. Archibald requested an update on the process; Chief has been working with various segments of the operational members; He would recommend that we (SEFD) have a number of meetings throughout the community and in individual groups (school, rotary, business organizations). Jenkins would like to have the Board participate in these meetings. Bahti would prefer the whole board to be present at public meetings. Chief – we can post it, we'll just have to stay on topic and state that no decisions will be made at this meeting. The discussion ran on for several minutes, no formal decisions were made. There would be more discussion at the January meeting.

Minutes to the regular meeting of the Board of Directors
of the Sonoita-Elgin Fire District
Monday, 18 December 2017
6p.m.

Thank you gift cards for personnel: S. Archibald asked that this be on the agenda; Archibald felt that the community would like to give back to the volunteers and staff for this incredible year we've had, especially in light of the unusual amount of donations received this year, Archibald would like to make it a \$100 gift card. Three members of the audience asked to speak (Dave Bareiss, Marian Stoddard & Dave Hetrick): Dave was not in favor of the gift card; Marian asked about giving a gas stipend instead; Dave was in favor of the gift card. After a considerable amount of somewhat intense discussion, Archibald revised the motion to a \$50 per gift card, this motion was seconded by Webber. A main discussion point that was clarified before the call for the vote included that the funds for the gift cards were to be taken from the unrestricted donations received to date and have no affect on the adopted budget. Aye's: Archibald, Webber, Johnson, Bahti. Nay's: Jenkins. Motion carried.

Adjournment: Motion to adjourn by Archibald, seconded by Johnson, motion carried unanimously.

Minutes approved on January 22, 2018

 Clerk of the Board.
Sue Archibald

SEFD
Balance Sheet
As of January 31, 2018

		Jan 31, 18
ASSETS		
Current Assets		
Checking/Savings		
	Chase - Checking	1,983.16
	Chase - Savings	254,305.46
	National Bank Money Market	129,680.13
	Hughes Premium Yield	226,391.27
	Hughes High Yield	2,257.64
	1002 · Hughes Checking	14,410.46
	Hughes Main Share	57.35
	SCC Treasurer	43,011.05
	Pima Co. Treasurer	5,438.71
	Petty Cash	700.00
	Total Checking/Savings	678,235.23
	Total Current Assets	678,235.23
TOTAL ASSETS		678,235.23
LIABILITIES & EQUITY		
Equity		
	30000 · Fund Balance - Unrestricted	410,528.61
	Board Designated - PPE	57,250.00
	Restricted - Life Pac Donation	5,000.00
	Net Income	205,456.62
	Total Equity	678,235.23
TOTAL LIABILITIES & EQUITY		678,235.23

SEFD
Profit & Loss Budget Performance
January 2018

	Jan 18	Jul '17 - Jan 18	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
Taxes				
Santa Cruz County	43,000.19	550,504.42	841,649.00	65.41%
Pima County	4,753.85	80,310.97	121,576.00	66.06%
Total Taxes	47,754.04	630,815.39	963,225.00	65.49%
Special Assessments				
FDAT - Santa Cruz	0.00	21,068.50	42,137.00	50.0%
FDAT - Pima County	672.57	14,078.73	24,315.00	57.9%
Total Special Assessments	672.57	35,147.23	66,452.00	52.89%
Ambulance Revenue	21,350.83	159,439.38	230,000.00	69.32%
Fire Suppression	0.00	35,000.00	35,000.00	100.0%
Coverage Events	0.00	367.20	2,200.00	16.69%
Donation	0.00	8,796.67	5,200.00	169.17%
Restricted by Donor	500.00	25,500.00		
Interest Income				
Money Market/Savings	284.39	876.91		
Santa Cruz	10.86	54.40		
Pima County	12.29	65.54		
Interest Income - Other	0.00	0.00	800.00	0.0%
Total Interest Income	307.54	996.85	800.00	124.61%
Fundraising Events	651.00	2,082.00		
Rental Income	0.00	160.00	400.00	40.0%
Prior Year Carryforward	0.00	0.00	32,389.00	0.0%
Total Income	71,235.98	898,304.72	1,335,666.00	67.26%
Expense				
Payroll Expenses				
5101 - Salaries				
5109 - Transport 1099	7,760.00	46,640.00		
5114 Infill W-2	0.00	433.44		
5111 Wildland 1099	211.42	3,641.88		
5113 - Infill 1099	1,440.00	12,320.00		
5102 Community Paramedicine	2,906.24	30,222.24	78,400.00	
5103 - Wildland labor W-2	1,990.63	49,161.27		
5107 - Event Coverage	80.00	1,360.00	3,500.00	38.86%
Bookkeeper	1,000.00	7,000.00		
5105 - Vacation/Holiday W-2	5,618.80	27,849.06	50,000.00	55.7%
5101 - Salaries - Other	41,545.45	347,241.28	550,217.00	63.11%
Total 5101 - Salaries	62,552.54	525,869.17	682,117.00	77.09%
Total Payroll Expenses	62,552.54	525,869.17	682,117.00	77.09%
Employee Benefits				
5126 - 457 Plan	0.00	0.00		
5121 - Payroll Taxes	1,702.27	15,230.50	22,000.00	69.23%
5122 - CopperPoint	0.00	9,158.52	37,000.00	24.75%
5123 - PSPRS	-3,801.54	-28,716.97	75,000.00	-38.29%
5130 PSPRS2	2,793.85	6,754.33		

SEFD
Profit & Loss Budget Performance
January 2018

	Jan 18	Jul '17 - Jan 18	Annual Budget	% of Budget
5124 · ASRS	524.83	2,913.03	5,500.00	52.96%
5125 · Employee Health Insurance	-1,412.26	26,580.82	60,156.00	44.19%
Clothing Allowance	0.00	2,934.30	8,400.00	34.93%
5127 · AFLAC	0.00	0.00		
5131 · AZSick	528.96	1,940.08		
Physicals/Exams	0.00	159.00	8,800.00	1.81%
Total Employee Benefits	336.11	36,953.61	216,856.00	17.04%
Training & Prevention				
Training	0.00	2,688.47	20,000.00	13.44%
Chief Education	226.81	1,587.67	3,400.00	46.7%
EMS Consumables	506.37	7,423.88	15,000.00	49.49%
Maintenance Plans	0.00	4,149.45	4,500.00	92.21%
Oral Hydration Fluids	0.00	0.00	1,200.00	0.0%
Fire Prevention Education	0.00	167.45	1,500.00	11.16%
Total Training & Prevention	733.18	16,016.92	45,600.00	35.13%
Administration				
Office Expense & Postage	1,218.61	3,251.48	10,000.00	32.52%
5115 · Recruitment & Retention	135.02	5,918.37	11,000.00	53.8%
Payroll Preparation	308.30	3,000.15	4,500.00	66.67%
Aero Med Billing	1,762.37	12,497.28	18,400.00	67.92%
Equipment Rental	282.14	967.15	1,800.00	53.73%
Internet Provider	80.69	813.66	2,000.00	40.68%
Bank Charges	-300.44	408.74	800.00	51.09%
Background checks	0.00	0.00	1,200.00	0.0%
Total Administration	3,486.69	26,856.83	49,700.00	54.04%
Professional Services				
Legal Fees	0.00	1,192.62	2,500.00	47.71%
Accounting	0.00	8,000.00	8,000.00	100.0%
Total Professional Services	0.00	9,192.62	10,500.00	87.55%
Utilities & Communications				
Telephone	700.51	5,079.45	9,000.00	56.44%
Batteries & Repair	0.00	1,785.65	3,000.00	59.52%
Computer/IT Support	0.00	0.00	2,000.00	0.0%
Dispatch Service	0.00	3,551.00	5,500.00	64.56%
Utilities	1,155.09	8,347.42	17,000.00	49.1%
Total Utilities & Communications	1,855.60	18,763.52	36,500.00	51.41%
Computers/Radios	0.00	0.00	15,129.00	0.0%
Insurance				
Liability	0.00	14,304.00	30,000.00	47.68%
Total Insurance	0.00	14,304.00	30,000.00	47.68%
Repairs & Maintenance				
Fuel	1,695.43	16,361.03	23,000.00	71.14%
Buildings & Grounds & Pests	36.72	9,067.32	9,000.00	100.75%
Vehicle Maintenance	9,384.15	60,377.44	35,851.00	168.41%
Equipment Replacement	0.00	2,506.40	6,000.00	41.77%
Station/Fire Supplies	75.71	4,180.07	6,000.00	69.67%
Suppression Foam	0.00	2,861.15	2,600.00	110.04%

SEFD
Profit & Loss Budget Performance
January 2018

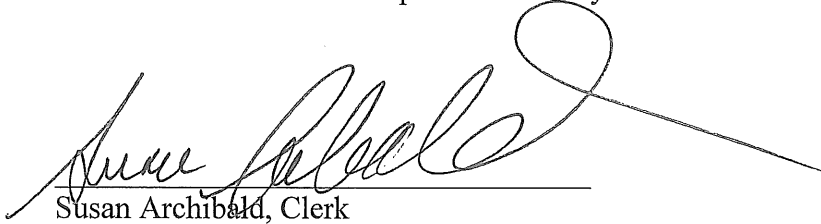
	Jan 18	Jul '17 - Jan 18	Annual Budget	% of Budget
Total Repairs & Maintenance	11,192.01	95,353.41	82,451.00	115.65%
Interest Expense	0.00	0.00	500.00	0.0%
Communication to Residents	0.00	799.95	500.00	159.99%
Membership Dues & Subscriptions	39.00	3,197.57	4,000.00	79.94%
Financial Stability Reserve	0.00	0.00	54,522.00	0.0%
Capital Outlay				
PPE Restricted	0.00	0.00	3,500.00	0.0%
Total Capital Outlay	0.00	0.00	3,500.00	0.0%
Other Expenditures				
Fundraising Expenses	255.76	1,447.95		
Total Other Expenditures	255.76	1,447.95		
Miscellaneous - allocate	0.00	1,749.44		
Total Expense	80,450.89	750,504.99	1,231,875.00	60.92%
Net Ordinary Income	-9,214.91	147,799.73	103,791.00	
Other Income/Expense				
Other Income				
Palominas FD Revenue	0.00	15,100.00		
Fire Suppression Excess	39,681.36	142,887.70		
VFA Grant	0.00	4,955.33		
SAFER 2016	19,840.00	72,932.72		
SEFD-CP Grant	0.00	1,559.94		
Fuels Grant 2016	1,150.00	3,300.00		
Total Other Income	60,671.36	240,735.69		
Other Expense				
830 Equipment	0.00	13,605.18		
Palominas FD-Chief & BC Salary	3,400.00	9,000.00		
Restricted by Donor Expenses	0.00	5,524.48		
Wildland Expenses	0.00	11,961.89		
Apparatus Payment (P&I)	0.00	80,973.21	80,974.00	100.0%
Ambulance Payment (P&I)	0.00	22,816.29	22,817.00	100.0%
Fuels Grant - Labor	11,304.56	34,120.81		
Fuels Grant - Equipment	0.00	5,076.94		
Total Other Expense	14,704.56	183,078.80	103,791.00	
Net Other Income	45,966.80	57,656.89	103,791.00	
	36,751.89	205,456.62	1,335,666.00	




Administrative Review of April 2017 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
26 February 2018
6 p.m.

Approval of Financial Documents as presented to the Administrator of the Sonoita-Elgin Fire District for the month of January 2018.

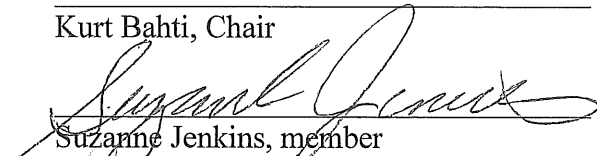
We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the January 2018 financial reports as presented.




Susan Archibald, Clerk



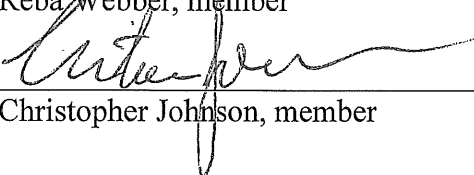
Kurt Bahti, Chair



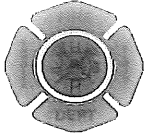
Suzanne Jenkins, member



Reba Webber, member



Christopher Johnson, member



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

January 2018

Bank Statements (Hughes Federal Credit Union, Chase Bank, & National Bank)

Reconciled by *D. Schuster*

Date of reconciliation Feb. 12th & 13th, 2018

Reconciliation Detail

Chase - Checking, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						38,217.88
Cleared Transactions						
Checks and Payments - 18 items						
Check	12/29/2017	1617	Brake Max Corporate LLC	X	-5,896.65	-5,896.65
Check	12/29/2017	1612	Vicki J. Rutter, CPA	X	-1,000.00	-6,896.65
Check	12/29/2017	1608	Arizona State Retirement System	X	-472.14	-7,368.79
Check	12/29/2017	1613	Aflac	X	-378.70	-7,747.49
Check	12/29/2017	1611	Verizon Wireless	X	-372.02	-8,119.51
Check	12/29/2017	1614	CenturyLink	X	-325.44	-8,444.95
Check	12/29/2017	1607	Purcell Tire & Service Center	X	-290.24	-8,735.19
Check	12/29/2017	1616	Quill Corporation	X	-185.98	-8,921.17
Check	12/29/2017	1615	Advantage Medical & Oxygen Sup.	X	-85.00	-9,006.17
Check	12/29/2017	1609	Valley Imaging Solutions	X	-55.36	-9,061.53
Check	1/8/2018		Nationwide SecurePay	X	-535.63	-9,597.16
Check	1/8/2018		Nationwide SecurePay	X	-499.68	-10,096.84
Check	1/8/2018		Nationwide SecurePay	X	-484.83	-10,581.67
Check	1/8/2018		Nationwide SecurePay	X	-401.71	-10,983.38
Check	1/8/2018		Nationwide SecurePay	X	-374.75	-11,358.13
Check	1/8/2018		Nationwide SecurePay	X	-363.61	-11,721.74
Check	1/17/2018		Nationwide SecurePay	X	-511.29	-12,233.03
Check	1/17/2018		Nationwide SecurePay	X	-383.45	-12,616.48
Total Checks and Payments					-12,616.48	-12,616.48
Deposits and Credits - 6 items						
Check	9/18/2017		Nationwide SecurePay	X	0.00	0.00
Check	9/18/2017		Nationwide SecurePay	X	0.00	0.00
Transfer	1/8/2018			X	76,770.14	76,770.14
Deposit	1/16/2018			X	65.57	76,835.71
Transfer	1/16/2018			X	6,735.15	83,570.86
Deposit	1/19/2018			X	234.87	83,805.73
Total Deposits and Credits					83,805.73	83,805.73
Total Cleared Transactions					71,189.25	71,189.25
Cleared Balance					71,189.25	109,407.13
Uncleared Transactions						
Checks and Payments - 6 items						
Check	9/30/2016	1247	Matthew Ogle		-42.92	-42.92
Check	10/14/2016	1260	Sonoita Auto Service Center		-28.00	-70.92
Check	12/30/2016	1362	Matthew Ogle		-116.42	-187.34
Check	12/29/2017	1610	The Big Tow		-185.00	-372.34
Check	12/29/2017	1618	Priscilla Perez		-51.63	-423.97
Check	1/16/2018	1619	Sonoita-Elgin Fire District		-107,000.00	-107,423.97
Total Checks and Payments					-107,423.97	-107,423.97
Total Uncleared Transactions					-107,423.97	-107,423.97
Register Balance as of 01/31/2018					-36,234.72	1,983.16
Ending Balance					-36,234.72	1,983.16

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Reconciliation Detail
 Chase - Savings, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						234,416.30
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	1/5/2018			X	19,840.00	19,840.00
Deposit	1/31/2018			X	49.16	19,889.16
Total Deposits and Credits					<u>19,889.16</u>	<u>19,889.16</u>
Total Cleared Transactions					<u>19,889.16</u>	<u>19,889.16</u>
Cleared Balance					<u>19,889.16</u>	<u>254,305.46</u>
Register Balance as of 01/31/2018					19,889.16	254,305.46
New Transactions						
Checks and Payments - 1 item						
Check	2/4/2018		Chase Card Services		<u>-6,293.81</u>	<u>-6,293.81</u>
Total Checks and Payments					<u>-6,293.81</u>	<u>-6,293.81</u>
Total New Transactions					<u>-6,293.81</u>	<u>-6,293.81</u>
Ending Balance					<u><u>13,595.35</u></u>	<u><u>248,011.65</u></u>

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SEFD

Reconciliation Detail

National Bank Money Market, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						81,885.20
Cleared Transactions						
Deposits and Credits - 9 items						
Deposit	1/2/2018			X	39,681.36	39,681.36
Deposit	1/10/2018			X	400.00	40,081.36
Deposit	1/10/2018			X	697.86	40,779.22
Deposit	1/16/2018			X	751.00	41,530.22
Deposit	1/16/2018			X	1,150.00	42,680.22
Deposit	1/16/2018			X	1,933.24	44,613.46
Deposit	1/16/2018			X	2,163.98	46,777.44
Deposit	1/31/2018			X	5.38	46,782.82
Deposit	1/31/2018			X	1,012.11	47,794.93
Total Deposits and Credits					<u>47,794.93</u>	<u>47,794.93</u>
Total Cleared Transactions					<u>47,794.93</u>	<u>47,794.93</u>
Cleared Balance					<u>47,794.93</u>	<u>129,680.13</u>
Register Balance as of 01/31/2018					47,794.93	129,680.13
New Transactions						
Deposits and Credits - 2 items						
Deposit	2/8/2018				1,092.20	1,092.20
Deposit	2/8/2018				30,639.70	31,731.90
Total Deposits and Credits					<u>31,731.90</u>	<u>31,731.90</u>
Total New Transactions					<u>31,731.90</u>	<u>31,731.90</u>
Ending Balance					<u><u>79,526.83</u></u>	<u><u>161,412.03</u></u>

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2-12-18

SEFD

Reconciliation Detail

Hughes Main Share, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.33
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	1/1/2018			X	0.02	0.02
Total Deposits and Credits					0.02	0.02
Total Cleared Transactions					0.02	0.02
Cleared Balance					0.02	57.35
Register Balance as of 01/31/2018					0.02	57.35
Ending Balance					0.02	57.35

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SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,255.93
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	1/1/2018			X	1.71	1.71
Total Deposits and Credits					1.71	1.71
Total Cleared Transactions					1.71	1.71
Cleared Balance					1.71	2,257.64
Register Balance as of 01/31/2018					1.71	2,257.64
Ending Balance					1.71	2,257.64

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SEFD
Reconciliation Detail
 Hughes Premium Yield, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						194,166.38
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	1/9/2018			X	-35,000.00	-35,000.00
Transfer	1/29/2018			X	-40,000.00	-75,000.00
Total Checks and Payments					-75,000.00	-75,000.00
Deposits and Credits - 1 item						
Deposit	1/1/2018			X	224.89	224.89
Total Deposits and Credits					224.89	224.89
Total Cleared Transactions					-74,775.11	-74,775.11
Cleared Balance					-74,775.11	119,391.27
Uncleared Transactions						
Deposits and Credits - 1 item						
Check	1/16/2018	1619	Sonoita-Elgin Fire District		107,000.00	107,000.00
Total Deposits and Credits					107,000.00	107,000.00
Total Uncleared Transactions					107,000.00	107,000.00
Register Balance as of 01/31/2018					32,224.89	226,391.27
Ending Balance					32,224.89	226,391.27

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 2-12-18

Reconciliation Detail

1002 - Hughes Checking, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						35,825.05
Cleared Transactions						
Checks and Payments - 54 items						
Check	11/30/2017	10853	Rosson Jacob	X	-320.00	-320.00
Check	11/30/2017	10855	Silverwind Kenneth	X	-160.00	-480.00
Check	12/15/2017	1878	AERO Med Claims	X	-2,128.50	-2,608.50
Check	12/15/2017	10859	Madden Jamie	X	-1,751.09	-4,359.59
Check	12/15/2017	10861	Blatt Tyler	X	-1,206.00	-5,565.59
Check	12/15/2017	10862	Burns Alexander	X	-944.44	-6,510.03
Check	12/15/2017	1855	Quill Corporation	X	-318.41	-6,828.44
Check	12/15/2017	10858	Sink Laura	X	-252.98	-7,081.42
Check	12/15/2017	1875	Brush Enterprises, Inc.	X	-178.47	-7,259.89
Check	12/15/2017	1866	Arizona Ambulance Association	X	-130.00	-7,389.89
Check	12/15/2017	1861	SCC Board of Supervisors	X	-32.00	-7,421.89
Check	12/22/2017	1883	EMI Health	X	-6,078.17	-13,500.06
Check	12/29/2017	10865	Verdugo Jr Ocsar	X	-1,537.33	-15,037.39
Check	12/29/2017	10864	Madden Jamie	X	-1,361.20	-16,398.59
Check	12/29/2017	10870	Blatt Tyler	X	-1,206.00	-17,604.59
Check	12/29/2017	10871	Burns Alexander	X	-830.63	-18,435.22
Check	12/29/2017	10867	Deforest Jade	X	-429.97	-18,865.19
Check	12/29/2017	10869	Saenz Luis	X	-400.00	-19,265.19
Check	12/29/2017	10866	Crain Trevor	X	-397.26	-19,662.45
Check	12/29/2017	10863	Sink Laura	X	-252.99	-19,915.44
Check	12/29/2017	10868	Levario David	X	-240.00	-20,155.44
Check	1/11/2018		AXA	X	-325.00	-20,480.44
General Journal	1/12/2018			X	-19,637.57	-40,118.01
General Journal	1/12/2018			X	-6,642.22	-46,760.23
Check	1/12/2018	10874	Verdugo Jr Ocsar	X	-1,876.33	-48,636.56
Check	1/12/2018	10876	Blatt Tyler	X	-1,170.49	-49,807.05
Check	1/12/2018	10877	Burns Alexander	X	-1,142.26	-50,949.31
Check	1/12/2018	10873	Madden Jamie	X	-857.33	-51,806.64
Check	1/12/2018	10872	Sink Laura	X	-252.98	-52,059.62
General Journal	1/12/2018			X	-142.10	-52,201.72
Check	1/12/2018	10875	Courson Anna	X	-80.00	-52,281.72
Check	1/16/2018	1895	AERO Med Claims	X	-1,762.37	-54,044.09
Check	1/16/2018	1885	Voyager Fleet Systems Inc.	X	-1,206.23	-55,250.32
Check	1/16/2018	1898	Sulpher Springs Valley Electric Co-op	X	-1,098.92	-56,349.24
Check	1/16/2018	1887	Merles Automotive Supply	X	-990.25	-57,339.49
Check	1/16/2018	1890	Thunderbird Collections Specialists INC	X	-580.14	-57,919.63
Check	1/16/2018	1884	Arizona State Retirement System	X	-443.08	-58,362.71
Check	1/16/2018	1892	GuardianEMS	X	-441.91	-58,804.62
Check	1/16/2018	1901	Aflac	X	-378.70	-59,183.32
Check	1/16/2018	1888	U.S. Department of Education	X	-226.81	-59,410.13
Check	1/16/2018	1894	Barnett's Towing LLC	X	-142.50	-59,552.63
Check	1/16/2018	1896	Direct TV	X	-131.98	-59,684.61
Check	1/16/2018	1899	Trans World Network Corp.	X	-80.69	-59,765.30
Check	1/16/2018	1889	Kathy L Goodwin	X	-71.88	-59,837.18
Check	1/16/2018	1893	Boundtree Medical	X	-64.46	-59,901.64
Check	1/16/2018	1897	Sonoita Valley Water Co., Inc.	X	-56.17	-59,957.81
Check	1/16/2018	1900	Fire Engineering	X	-39.00	-59,996.81
Check	1/16/2018	1886	SCC Board of Supervisors	X	-36.72	-60,033.53
Check	1/16/2018	1891	Valley Imaging Solutions	X	-26.00	-60,059.53
Check	1/18/2018		GreatAmerica Financial Svcs.	X	-154.93	-60,214.46
Check	1/30/2018		AXA	X	-325.00	-60,539.46
General Journal	1/31/2018			X	-26,490.74	-87,030.20
General Journal	1/31/2018			X	-6,084.19	-93,114.39
General Journal	1/31/2018			X	-166.20	-93,280.59
Total Checks and Payments					-93,280.59	-93,280.59

Reconciliation Detail

1002 - Hughes Checking, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 26 items						
Deposit	12/29/2017			X	2,885.63	2,885.63
Deposit	1/1/2018			X	3.23	2,888.86
Deposit	1/2/2018			X	338.58	3,227.44
Deposit	1/3/2018			X	87.03	3,314.47
Deposit	1/3/2018			X	114.81	3,429.28
Deposit	1/4/2018			X	1,472.06	4,901.34
Deposit	1/5/2018			X	172.96	5,074.30
Transfer	1/9/2018			X	35,000.00	40,074.30
Deposit	1/10/2018			X	277.71	40,352.01
Deposit	1/10/2018			X	364.55	40,716.56
Deposit	1/11/2018			X	1,476.57	42,193.13
Deposit	1/12/2018			X	696.38	42,889.51
Deposit	1/16/2018			X	637.64	43,527.15
Deposit	1/16/2018			X	1,937.86	45,465.01
Deposit	1/17/2018			X	2,140.42	47,605.43
Deposit	1/18/2018			X	1,126.96	48,732.39
Deposit	1/19/2018			X	2,524.22	51,256.61
Deposit	1/22/2018			X	184.04	51,440.65
Deposit	1/22/2018			X	291.31	51,731.96
Deposit	1/22/2018			X	884.79	52,616.75
Deposit	1/24/2018			X	1,188.02	53,804.77
Deposit	1/25/2018			X	138.55	53,943.32
Deposit	1/26/2018			X	139.67	54,082.99
Transfer	1/29/2018			X	40,000.00	94,082.99
Deposit	1/30/2018			X	173.44	94,256.43
Check	1/31/2018	1911	Aflac	X	0.00	94,256.43
Total Deposits and Credits					94,256.43	94,256.43
Total Cleared Transactions					975.84	975.84
Cleared Balance					975.84	36,800.89
Uncleared Transactions						
Checks and Payments - 34 items						
Check	7/31/2015	10170	Burns Alexander		-126.17	-126.17
Check	1/15/2016	10271	Cleveland Robert		-162.30	-288.47
Check	2/29/2016	10331	Valdez John		-177.58	-466.05
Check	4/13/2016	1501	AZ Center for Fire Service Excellence		-25.00	-491.05
Check	9/30/2016	1550	Cody Ayon		-35.16	-526.21
Check	3/31/2017	10680	Messmer Ethan		-429.97	-956.18
Check	4/14/2017	10699	Burns Alexander		-978.18	-1,934.36
Check	4/14/2017	10696	Murashka Oleg		-137.52	-2,071.88
Check	10/13/2017	1829	Joseph Sparacino		-109.83	-2,181.71
Check	10/16/2017	1845	Sonoita Chuckwagon Grill		-49.00	-2,230.71
Check	11/30/2017	10852	Newham Chase		-560.00	-2,790.71
Check	1/29/2018	1902	Dan's Paint & Body		-6,810.71	-9,601.42
Check	1/31/2018	10886	Blatt Tyler		-1,534.74	-11,136.16
Check	1/31/2018	1914	PLIC - SBD Grand Island		-1,344.42	-12,480.58
Check	1/31/2018	10880	Atencio Zane		-1,120.00	-13,600.58
Check	1/31/2018	1905	Quill Corporation		-1,091.92	-14,692.50
Check	1/31/2018	1915	Vicki J. Rutter, CPA		-1,000.00	-15,692.50
Check	1/31/2018	1906	HME, Inc.		-987.01	-16,679.51
Check	1/31/2018	10885	Saenz Luis		-960.00	-17,639.51
Check	1/31/2018	10884	Newham Chase		-960.00	-18,599.51
Check	1/31/2018	10887	Burns Alexander		-889.32	-19,488.83
Check	1/31/2018	10879	Madden Jamie		-670.39	-20,159.22
Check	1/31/2018	1912	Arizona State Retirement System		-606.58	-20,765.80
Check	1/31/2018	10883	Deforest Jade		-501.08	-21,266.88
Check	1/31/2018	1904	GB Auto Service, Inc.		-453.68	-21,720.56
Check	1/31/2018	1908	Petty Cash		-452.16	-22,172.72
Check	1/31/2018	1903	Voyager Fleet Systems Inc.		-412.36	-22,585.08
Check	1/31/2018	1909	Verizon Wireless		-372.51	-22,957.59
Check	1/31/2018	1910	CenturyLink		-328.00	-23,285.59
Check	1/31/2018	10878	Sink Laura		-316.06	-23,601.65
Check	1/31/2018	1913	WPS Tricare for Life		-315.51	-23,917.16
Check	1/31/2018	10881	Courson Anna		-211.42	-24,128.58

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2-17-18

Reconciliation Detail

1002 - Hughes Checking, Period Ending 01/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Check	1/31/2018	10882	Crain Trevor		-139.60	-24,268.18
Check	1/31/2018	1907	GreatAmerica Financial Svcs.		-127.21	-24,395.39
Total Checks and Payments					-24,395.39	-24,395.39
Deposits and Credits - 1 item						
Deposit	1/31/2018				2,004.96	2,004.96
Total Deposits and Credits					2,004.96	2,004.96
Total Uncleared Transactions					-22,390.43	-22,390.43
Register Balance as of 01/31/2018					-21,414.59	14,410.46
New Transactions						
Checks and Payments - 1 item						
Check	2/4/2018	1916	Arizona State Retirement System		-472.14	-472.14
Total Checks and Payments					-472.14	-472.14
Total New Transactions					-472.14	-472.14
Ending Balance					-21,886.73	13,938.32



Pima County Treasurer

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
Remittance of Revenue Collected for the Period: JAN-2018
As of February 15, 2018

RECEIVED of Beth Ford, Pima County Treasurer, check in the amount of

\$ 5,438.71

<u>Real Estate Taxes</u>	<u>Amount</u>
Tax Year 2017	4,613.84
Tax Year 2016	65.04
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
	<hr/>
Subtotal Real Estate Taxes	<u>4,678.88</u>

<u>Personal Property Taxes Collected</u>	<u>Amount</u>
Tax Year 2017	74.97
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
	<hr/>
Subtotal Personal Property Taxes Collected	<u>74.97</u>

<u>In-Lieu Taxes Collected</u>	<u>Amount</u>
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2009	-

LIZ GUTFAHR
Treasurer
MARIA ACUNA
Chief Deputy

County Treasurer
Santa Cruz County

P.O. Box 1150
Nogales, Arizona 85628
Tel. (520) 375-7980
Extension 7967
TDD (520) 761-7816

Sonoita Fire District
P.O Box 322
Sonoita AZ 85637

Monthly Statement

Opening Balance	January-18		\$ 76,770.14
State Pool Investment		6.56 4.30	10.86
Levied Revenue Earned			
	91660	5,145.08	43,000.19
	91677	8,847.46	
	91696	12,282.71	
	91705	2,848.99	
	91714	2,324.88	
	91756	8,328.20	
	91794	205.38	
	91804	195.17	
	91829	660.20	
	91892	(23.22)	
	91910	44.49	
	91930	552.04	
	91944	521.42	
	91960	0.59	
	91968	386.92	
	91979	17.07	
	92003	662.81	
Check#	44828	(76,770.14)	(76,770.14)
Journal Entries	JE-	-	-
Ending Balance	January-18		<u>\$ 43,011.05</u>

Sonoita Fire District T52-2063
Sonoita-Elgin Fire District

Please contact Patty Ibarra Ext 7966
if there are any questions or problems



