

SEFD Board Packet

26 March 2018

- Agenda
- Minutes - 26 Feb 2018
- Notice of Intention to Speak
- Reconciliation & Review sheet
- Balance Sheet
- P & L
- Approval of Financial Documents
- Reconciliation Signature page
- Chase Bank Reconciliation
- National Bank Reconciliation
- Hughes Reconciliation detail
 - Main Share
 - Checking
 - High-yield
 - Premium Yield

Miscellaneous

- 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, Mar 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 Feb 26, 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 Feb 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

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:

**Sonoita-Elgin Fire District
Governing Board Meeting Agenda**

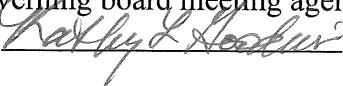
4) Adjournment:

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) WWW.SEFD911.org

Governing board meeting agenda dated and posted: Mar 23, 2018. At 13:00 Local Time
By  Kathy L. Goodwin, Admin to the SEFD Fire Chief

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, 26 February 2018
6 p.m.

Call to Order

Pledge of Allegiance

Roll Call – Board members Bahti, Webber, Jenkins, Archibald & Johnson present.

Call to the Public –

Vista Michael – Spoke to the Board on coming up with ways to get more public to attend the meetings.

Approval of Minutes:

Dec. 18, 2017 – motion to approve by Archibald, seconded by Webber, motion carried unanimously.

Jan . 11, 2018 – motion to approve by Archibald, seconded by Webber, motion carried unanimously.

Feb. 12, 2018 – motion by Johnson, seconded by Jenkins, motion carried unanimously.

Chief 's Report:

Community comments – Chief De Wolf read two letters sent to SEFD – one from a community member and one from a volunteer who was hired by Golder Ranch FD; Chief felt that they two letters are good examples of why a lot of us do our jobs & why I love working in this community - very positive and supportive of SEFD and our personnel.

Budget season – We did get our levy worksheet – we'll have other meetings here in the near future.

Call load – We had 56 calls in January, we're still above where we were last year.

Wildland fires – we've billed out just over 300,000 and we have about \$129,000 to collect (mostly California fires). The Governor just signed in money to pay for fire suppression so we should see our money in 60-90 days.

Fuels Treatment Grant – doing well, we still have a lot of projects ahead of us. March 5th, at 11 a.m. the state will be here to present to SEFD and Casas Arroyos their Firewise Community paperwork.

Palominas Fire District – making a lot of progress, still room for improvement. We have Brian Jackson and Jon Buonaccorsi working as Ops Chiefs, they're learning a lot.

Brush 824 – Brush 824 is back in service, has been for almost a month.

Monthly Financial Report – V. Rutter. Ms Rutter gave her monthly report, reviewing the Balance Sheet, the Profit & Loss Statement and the Cash Flow Forecast. There were no unusual expenses in January. Jenkins – the income from Palominas? Rutter – it was recorded in early February. Motion to approve the financial reports by Archibald, seconded by Webber, motion carried unanimously.

Individual Board member Goals & Objectives - Jenkins, this is something we addressed in a previous meeting. Webber – the last meeting you gave us your personal goals, but what I have a question – if we have something else we want to bring to the board we bring it a an agenda item. I went through your list and I believe we've either done them or are doing them. We've talked about the strategic plan and I've suggested that we have a work session do determine exactly how – we as a board – define the strategic plan. We have the beginnings of a strategic plan that was started by Flynn. We have some basic things that we need to decide as a board before we can take it to the public. What I'd like to see is a work session to decide what our idea is for a strategic plan. Jenkins – absolutely – this was strictly just my perspective on what I'd like to see done. Webber – we need to tailor the strategic plan to fit us before we bring it to the public. Bahti – let me pull this back into the agenda item as we're wavering a bit. I

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, 26 February 2018
6 p.m.

found my direction as being 1. Following the policy and 2. and keeping the agency and the public at the forefront; being transparent. I'm not so sure that we need to spend a lot of time on our own goals. I agree we need to figure out a plan, the problem that I'm running in to and I think we need to clarify the meaning of Strategic Plan, Goals, Objectives. We need to have a meeting and sit down with the Chief and come up with a plan that is realistic – that doesn't take days & days to come up with within the restrictions we have – a sit-down meeting. Webber – let's schedule something? March 22nd at 10 am – board work session – was selected by the board.

Cardiac Monitor purchase – We've tried for three years using grant funding to obtain the monitors. Since working with Palominas Fire I suggested we use some of those funds to help pay for the monitors. We have roughly \$30,000 (between reserved funds and money from Palominas). I recommend that we make a lease-purchase to obtain the monitors. After brief discussion of the options we have available to us, **Archibald** made a motion to “approve the lease-purchase of the 3 cardiac units – monitors..., seconded by Webber, amended to “we're going to cut \$15,000 out of donations and \$30,000 – the rest of it comes out of the Palominas income, and in addition if we find at the end of the fiscal year we have board designated funds we haven't needed we could potentially pay it off.” Seconded by Webber, carried unanimously.

SWOT Exercise for the Board – Chief De Wolf gave a brief introduction to the SWOT process and asked that the Board only answer the questions or come up with topics. A long discussion resulted in the following points...

S (Strengths) – Real good handle on financials, Public Support, Personnel (Vol & Staff), Community Awareness.


W (Weakness) – Reliance on Volunteers, Finances, funding for expansion, Community Demographics

O (Opportunities) – Community Awareness, Community Demographics, Grants, Bonds

T (Threats) – Loss of Volunteers, Financial Restrictions, Financial Stability (infrastructure), Growth

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

Minutes approved on 26 March 2018


_____, Clerk of the Board.
Sue Archibald



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

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

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

Susan Archibald, Clerk

Kurt Bahti, Chair

Suzanne Jenkins, member

Reba Webber, member

Christopher Johnson, member

SEFD
Balance Sheet
As of February 28, 2018

		Feb 28, 18
ASSETS		
Current Assets		
Checking/Savings		
	Chase - Checking	1,081.14
	Chase - Savings	215,963.85
	National Bank Money Market	15,494.14
	Hughes Premium Yield	311,391.27
	Hughes High Yield	2,257.64
	1002 - Hughes Checking	20,607.30
	Hughes Main Share	57.35
	SCC Treasurer	22,411.37
	Pima Co. Treasurer	3,848.01
	Petty Cash	700.00
	Total Checking/Savings	593,812.07
	Total Current Assets	593,812.07
TOTAL ASSETS		593,812.07
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	121,033.46
	Total Equity	593,812.07
TOTAL LIABILITIES & EQUITY		593,812.07

SEFD
Profit & Loss Budget Performance
February 2018

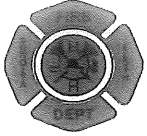
		Feb 18	Jul '17 - Feb 18	YTD Budget	% of Budget
Ordinary Income/Expense					
	Income				
	Taxes				
	Santa Cruz County	22,403.49	572,907.91	841,649.00	68.07%
	Pima County	3,124.44	83,435.41	121,576.00	68.63%
	Total Taxes	25,527.93	656,343.32	963,225.00	68.14%
	Special Assessments				
	FDAT - Santa Cruz	0.00	21,068.50	42,137.00	50.0%
	FDAT - Pima County	717.39	14,796.12	24,315.00	60.85%
	Total Special Assessments	717.39	35,864.62	66,452.00	53.97%
	Ambulance Revenue	20,734.69	180,174.07	230,000.00	78.34%
	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	100.00	25,600.00		
	Interest Income				
	Money Market/Savings	74.63	951.54		
	Santa Cruz	7.88	62.28		
	Pima County	6.18	71.72		
	Interest Income - Other	0.00	0.00	800.00	0.0%
	Total Interest Income	88.69	1,085.54	800.00	135.69%
	Fundraising Events	621.00	2,703.00		
	Rental Income	40.00	200.00	400.00	50.0%
	Prior Year Carryforward	0.00	0.00	32,389.00	0.0%
	Total Income	47,829.70	946,134.42	1,335,666.00	70.84%
	Expense				
	Payroll Expenses				
	5101 · Salaries				
	5109 - Transport 1099	5,680.00	52,320.00		
	5114 Infill W-2	800.00	1,233.44		
	5111 Wildland 1099	0.00	3,641.88		
	5113 · Infill 1099	320.00	12,640.00		
	5102 Community Paramedicine	3,800.64	34,022.88	78,400.00	
	5103 · Wildland labor W-2	0.00	49,161.27		
	5107 · Event Coverage	0.00	1,360.00	3,500.00	38.86%
	Bookkeeper	1,000.00	8,000.00		
	5105 · Vacation/Holiday W-2	4,216.74	32,065.80	50,000.00	64.13%
	5101 · Salaries - Other	40,223.68	387,464.96	550,217.00	70.42%
	Total 5101 · Salaries	56,041.06	581,910.23	682,117.00	85.31%
	Total Payroll Expenses	56,041.06	581,910.23	682,117.00	85.31%
	Employee Benefits				
	5140 · Hall-Parker Interest	4,542.89	4,542.89		
	5126 - 457 Plan	-325.00	-325.00		
	5121 · Payroll Taxes	3,133.17	18,363.67	22,000.00	83.47%
	5122 · CopperPoint	0.00	9,158.52	37,000.00	24.75%
	5123 · PSPRS	-3,672.78	-32,389.75	75,000.00	-43.19%

SEFD
Profit & Loss Budget Performance
February 2018

		Feb 18	Jul '17 - Feb 18	YTD Budget	% of Budget
	5130 PSPRS2	112.95	7,748.48		
	5124 · ASRS	944.29	3,857.32	5,500.00	70.13%
	5125 · Employee Health Insurance	10,063.20	36,644.02	60,156.00	60.92%
	Clothing Allowance	656.64	3,590.94	8,400.00	42.75%
	5127 · AFLAC	0.00	378.70		
	5131 · AZSick	344.64	2,284.72		
	Physicals/Exams	0.00	159.00	8,800.00	1.81%
	Total Employee Benefits	15,800.00	54,013.51	216,856.00	24.91%
	Training & Prevention				
	Training	5,320.70	8,009.17	20,000.00	40.05%
	Chief Education	226.81	1,814.48	3,400.00	53.37%
	EMS Consumables	1,876.84	9,300.72	15,000.00	62.01%
	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	7,424.35	23,441.27	45,600.00	51.41%
	Administration				
	Office Expense & Postage	154.22	3,405.70	10,000.00	34.06%
	5115 · Recruitment & Retention	3,822.07	9,740.44	11,000.00	88.55%
	Payroll Preparation	308.92	3,309.07	4,500.00	73.54%
	Aero Med Billing	1,824.35	14,321.63	18,400.00	77.84%
	Equipment Rental	0.00	967.15	1,800.00	53.73%
	Internet Provider	117.83	931.49	2,000.00	46.58%
	Bank Charges	12.94	421.68	800.00	52.71%
	Background checks	0.00	0.00	1,200.00	0.0%
	Total Administration	6,240.33	33,097.16	49,700.00	66.59%
	Professional Services				
	Legal Fees	445.00	1,637.62	2,500.00	65.51%
	Accounting	0.00	8,000.00	8,000.00	100.0%
	Total Professional Services	445.00	9,637.62	10,500.00	91.79%
	Utilities & Communications				
	Telephone	700.71	5,780.16	9,000.00	64.22%
	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	1,251.75	9,599.17	17,000.00	56.47%
	Total Utilities & Communications	1,952.46	20,715.98	36,500.00	56.76%
	Computers/Radios	0.00	0.00	15,129.00	0.0%
	Insurance				
	Liability	7,147.00	21,451.00	30,000.00	71.5%
	Total Insurance	7,147.00	21,451.00	30,000.00	71.5%
	Repairs & Maintenance				
	Fuel	0.00	16,361.03	23,000.00	71.14%
	Buildings & Grounds & Pests	1,592.80	10,660.12	9,000.00	118.45%
	Vehicle Maintenance	-2,007.31	58,370.13	35,851.00	162.81%
	Equipment Replacement	373.08	2,879.48	6,000.00	47.99%
	Station/Fire Supplies	681.74	4,861.81	6,000.00	81.03%

SEFD
Profit & Loss Budget Performance
February 2018

	Feb 18	Jul '17 - Feb 18	YTD Budget	% of Budget
Suppression Foam	0.00	2,861.15	2,600.00	110.04%
Total Repairs & Maintenance	640.31	95,993.72	82,451.00	116.43%
Interest Expense	0.00	0.00	500.00	0.0%
Communication to Residents	0.00	799.95	500.00	159.99%
Membership Dues & Subscriptions	157.50	3,355.07	4,000.00	83.88%
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	0.00	1,447.95		
Total Other Expenditures	0.00	1,447.95		
Miscellaneous - allocate	0.00	1,749.44		
Total Expense	95,848.01	847,612.90	1,231,875.00	68.81%
Net Ordinary Income	-48,018.31	98,521.52		
Other Income/Expense				
Other Income				
Palominas FD Revenue	13,497.00	28,597.00		
Fire Suppression Excess	2,092.65	144,980.35		
VFA Grant	0.00	4,955.33		
SAFER 2016	0.00	72,932.72		
SEFD-CP Grant	0.00	1,559.94		
Fuels Grant 2016	17,384.68	20,684.68		
Total Other Income	32,974.33	273,710.02		
Other Expense				
830 Equipment	54,227.04	67,832.22		
Palominas FD-Chief & BC Salary	2,800.00	11,800.00		
Restricted by Donor Expenses	0.00	5,524.48		
Wildland Expenses	-1,011.49	10,950.40		
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	12,103.73	46,224.54		
Fuels Grant - Equipment	0.00	5,076.94		
Total Other Expense	68,119.28	251,198.08	103,791.00	242.02%
Net Other Income	-35,144.95	22,511.94		
Net Income (loss)	-83,163.26	121,033.46		



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

February 2018

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

Reconciled by *Vivian Rutter*.

Date of reconciliation March 13th, 2018

P.O. Box 322 • Sonoita, AZ 85637 • Phone (520) 455-5854 • Fax (520) 455-5361

3173 N. Hwy 83

<http://www.sefd911.org>

1:19 PM
03/13/18

SEFD
Reconciliation Detail
Chase - Savings, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						254,305.46
Cleared Transactions						
Checks and Payments - 3 items						
Check	2/4/2018		Chase Card Services	X	-6,293.81	-6,293.81
Transfer	2/26/2018			X	-55,000.00	-61,293.81
Check	2/27/2018		Chase Card Services	X	-9,369.94	-70,663.75
Total Checks and Payments					-70,663.75	-70,663.75
Deposits and Credits - 3 items						
Deposit	2/8/2018			X	2,256.65	2,256.65
Transfer	2/15/2018			X	30,000.00	32,256.65
Deposit	2/28/2018			X	65.49	32,322.14
Total Deposits and Credits					32,322.14	32,322.14
Total Cleared Transactions					-38,341.61	-38,341.61
Cleared Balance					-38,341.61	215,963.85
Register Balance as of 02/28/2018					-38,341.61	215,963.85
Ending Balance					-38,341.61	215,963.85

UR
3-13-18

SEFD
Reconciliation Detail
 Chase - Checking, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						109,407.13
Cleared Transactions						
Checks and Payments - 21 items						
Check	12/29/2017	1618	Priscilla Perez	X	-51.63	-51.63
Check	1/31/2018		Nationwide SecurePay	X	-503.55	-555.18
Check	1/31/2018		Nationwide SecurePay	X	-377.65	-932.83
Check	2/1/2018	1619	Sonoita-Elgin Fire District	X	-107,000.00	-107,932.83
Transfer	2/15/2018			X	-30,000.00	-137,932.83
Check	2/15/2018	1627	Jones-Wilson Insurance	X	-7,147.00	-145,079.83
Check	2/15/2018	1622	AERO Med Claims	X	-1,824.35	-146,904.18
Check	2/15/2018	1635	Joseph DeWolf	X	-1,738.74	-148,642.92
Check	2/15/2018	1621	Boundtree Medical	X	-1,689.31	-150,332.23
Check	2/15/2018	1626	Sulpher Springs Valley Electric Co-op	X	-1,101.60	-151,433.83
Check	2/15/2018	1636	Brian Jackson	X	-902.01	-152,335.84
Check	2/15/2018	1632	Arizona State Retirement System	X	-530.30	-152,866.14
Check	2/15/2018	1633	Bosse Rollman PC	X	-445.00	-153,311.14
Check	2/15/2018	1623	Quill Corporation	X	-208.32	-153,519.46
Check	2/15/2018	1629	Merles Automotive Supply	X	-151.44	-153,670.90
Check	2/15/2018	1624	Direct TV	X	-139.98	-153,810.88
Check	2/15/2018	1628	Mountain Empire Rotary	X	-82.50	-153,893.38
Check	2/15/2018	1625	Trans World Network Corp.	X	-80.69	-153,974.07
Check	2/16/2018		Nationwide SecurePay	X	-479.55	-154,453.62
Check	2/16/2018		Nationwide SecurePay	X	-359.65	-154,813.27
Check	2/28/2018			X	-52.00	-154,865.27
Total Checks and Payments					-154,865.27	-154,865.27
Deposits and Credits - 3 items						
Transfer	2/7/2018			X	43,011.05	43,011.05
Transfer	2/13/2018			X	5,438.71	48,449.76
Transfer	2/26/2018			X	55,000.00	103,449.76
Total Deposits and Credits					103,449.76	103,449.76
Total Cleared Transactions					-51,415.51	-51,415.51
Cleared Balance					-51,415.51	57,991.62
Uncleared Transactions						
Checks and Payments - 10 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	2/15/2018	1637	Katherine Prentice		-1,011.65	-1,383.99
Check	2/15/2018	1634	Jon Buonaccorsi		-890.49	-2,274.48
Check	2/15/2018	1630	U.S. Department of Education		-226.81	-2,501.29
Check	2/15/2018	1631	Sonoita Valley Water Co., Inc.		-150.15	-2,651.44
Check	2/15/2018	1620	SCC Board of Supervisors		-32.00	-2,683.44
Check	2/26/2018	1638	Earnhardt CJDR		-54,227.04	-56,910.48
Total Checks and Payments					-56,910.48	-56,910.48
Total Uncleared Transactions					-56,910.48	-56,910.48
Register Balance as of 02/28/2018					-108,325.99	1,081.14
New Transactions						
Deposits and Credits - 1 item						
Transfer	3/6/2018				22,411.37	22,411.37
Total Deposits and Credits					22,411.37	22,411.37
Total New Transactions					22,411.37	22,411.37
Ending Balance					-85,914.62	23,492.51

UC
3-13-18

SEFD
Reconciliation Detail
National Bank Money Market, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						129,680.13
Cleared Transactions						
Checks and Payments - 1 item						
Check	2/15/2018	565	Sonoita-Elgin Fire District	X	-160,000.00	-160,000.00
Total Checks and Payments					-160,000.00	-160,000.00
Deposits and Credits - 9 items						
Deposit	2/8/2018			X	1,092.20	1,092.20
Deposit	2/8/2018			X	30,639.70	31,731.90
Deposit	2/13/2018			X	250.00	31,981.90
Deposit	2/13/2018			X	621.00	32,602.90
Deposit	2/13/2018			X	1,411.26	34,014.16
Deposit	2/13/2018			X	2,104.34	36,118.50
Deposit	2/21/2018			X	2,755.26	38,873.76
Deposit	2/21/2018			X	6,936.00	45,809.76
Deposit	2/28/2018			X	4.25	45,814.01
Total Deposits and Credits					45,814.01	45,814.01
Total Cleared Transactions					-114,185.99	-114,185.99
Cleared Balance					-114,185.99	15,494.14
Register Balance as of 02/28/2018					-114,185.99	15,494.14
New Transactions						
Deposits and Credits - 8 items						
Deposit	3/5/2018				650.00	650.00
Deposit	3/5/2018				3,730.11	4,380.11
Deposit	3/7/2018				1,383.73	5,763.84
Deposit	3/7/2018				1,779.44	7,543.28
Deposit	3/8/2018				6,792.00	14,335.28
Deposit	3/12/2018				582.00	14,917.28
Deposit	3/12/2018				950.81	15,868.09
Deposit	3/12/2018				1,270.00	17,138.09
Total Deposits and Credits					17,138.09	17,138.09
Total New Transactions					17,138.09	17,138.09
Ending Balance					-97,047.90	32,632.23

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03/13/18

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Reconciliation Detail
Hughes Main Share, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.35
Cleared Balance						57.35
Register Balance as of 02/28/2018						57.35
Ending Balance						57.35

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3/13/18

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Reconciliation Detail

1002 - Hughes Checking, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						36,800.89
Cleared Transactions						
Checks and Payments - 37 items						
Check	1/29/2018	1902	Dan's Paint & Body	X	-6,810.71	-6,810.71
Check	1/31/2018	10886	Blatt Tyler	X	-1,534.74	-8,345.45
Check	1/31/2018	1914	PLIC - SBD Grand Island	X	-1,344.42	-9,689.87
Check	1/31/2018	10880	Atencio Zane	X	-1,120.00	-10,809.87
Check	1/31/2018	1905	Quill Corporation	X	-1,091.92	-11,901.79
Check	1/31/2018	1915	Vicki J. Rutter, CPA	X	-1,000.00	-12,901.79
Check	1/31/2018	1906	HME, Inc.	X	-987.01	-13,888.80
Check	1/31/2018	10885	Saenz Luis	X	-960.00	-14,848.80
Check	1/31/2018	10884	Newham Chase	X	-960.00	-15,808.80
Check	1/31/2018	10887	Burns Alexander	X	-889.32	-16,698.12
Check	1/31/2018	10879	Madden Jamie	X	-670.39	-17,368.51
Check	1/31/2018	1912	Arizona State Retirement System	X	-606.58	-17,975.09
Check	1/31/2018	10883	Deforest Jade	X	-501.08	-18,476.17
Check	1/31/2018	1904	GB Auto Service, Inc.	X	-453.68	-18,929.85
Check	1/31/2018	1908	Petty Cash	X	-452.16	-19,382.01
Check	1/31/2018	1903	Voyager Fleet Systems Inc.	X	-412.36	-19,794.37
Check	1/31/2018	1911	Aflac	X	-378.70	-20,173.07
Check	1/31/2018	1909	Verizon Wireless	X	-372.51	-20,545.58
Check	1/31/2018	1910	CenturyLink	X	-328.00	-20,873.58
Check	1/31/2018	10878	Sink Laura	X	-316.06	-21,189.64
Check	1/31/2018	1913	WPS Tricare for Life	X	-315.51	-21,505.15
Check	1/31/2018	10881	Courson Anna	X	-211.42	-21,716.57
Check	1/31/2018	10882	Crain Trevor	X	-139.60	-21,856.17
Check	1/31/2018	1907	GreatAmerica Financial Svcs.	X	-127.21	-21,983.38
Check	2/4/2018	1916	Arizona State Retirement System	X	-472.14	-22,455.52
General Journal	2/15/2018			X	-21,773.40	-44,228.92
General Journal	2/15/2018			X	-5,551.49	-49,780.41
Check	2/15/2018	10891	Burns Alexander	X	-889.32	-50,669.73
Check	2/15/2018	10889	Madden Jamie	X	-670.40	-51,340.13
Check	2/15/2018	10890	Blatt Tyler	X	-618.67	-51,958.80
Check	2/15/2018	10888	Sink Laura	X	-258.81	-52,217.61
General Journal	2/15/2018			X	-139.54	-52,357.15
Check	2/21/2018	1917	EMI Health	X	-6,235.51	-58,592.66
Check	2/27/2018		AXA	X	-325.00	-58,917.66
General Journal	2/28/2018			X	-24,783.42	-83,701.08
General Journal	2/28/2018			X	-5,573.95	-89,275.03
General Journal	2/28/2018			X	-169.38	-89,444.41
Total Checks and Payments					-89,444.41	-89,444.41
Deposits and Credits - 23 items						
Deposit	1/31/2018			X	2,004.96	2,004.96
Deposit	2/1/2018			X	4.89	2,009.85
Deposit	2/1/2018			X	188.31	2,198.16
Deposit	2/2/2018			X	565.65	2,763.81
Deposit	2/7/2018			X	453.46	3,217.27
Deposit	2/7/2018			X	817.82	4,035.09
Deposit	2/8/2018			X	92.99	4,128.08
Deposit	2/9/2018			X	1,544.23	5,672.31
Deposit	2/12/2018			X	822.85	6,495.16
Transfer	2/12/2018			X	35,000.00	41,495.16
Deposit	2/13/2018			X	791.69	42,286.85
Deposit	2/15/2018			X	631.30	42,918.15
Deposit	2/15/2018			X	1,513.06	44,431.21
Deposit	2/16/2018			X	817.82	45,249.03
Deposit	2/16/2018			X	1,225.42	46,474.45
Deposit	2/20/2018			X	214.48	46,688.93
Deposit	2/20/2018			X	962.68	47,651.61
Deposit	2/21/2018			X	115.68	47,767.29
Deposit	2/21/2018			X	1,375.19	49,142.48
Deposit	2/22/2018			X	174.64	49,317.12
Deposit	2/22/2018			X	735.29	50,052.41

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Reconciliation Detail
 1002 - Hughes Checking, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	2/26/2018			X	176.76	50,229.17
Transfer	2/26/2018			X	40,000.00	90,229.17
Total Deposits and Credits					90,229.17	90,229.17
Total Cleared Transactions					784.76	784.76
Cleared Balance					784.76	37,585.65
Uncleared Transactions						
Checks and Payments - 29 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	2/26/2018	1918	EMI Health		-6,156.84	-8,947.55
Check	2/26/2018	1919	PLIC - SBD Grand Island		-672.21	-9,619.76
Check	2/28/2018	10897	Blatt Tyler		-1,218.91	-10,838.67
Check	2/28/2018	1928	Vicki J. Rutter, CPA		-1,000.00	-11,838.67
Check	2/28/2018	10898	Burns Alexander		-889.31	-12,727.98
Check	2/28/2018	10893	Madden Jamie		-640.23	-13,368.21
Check	2/28/2018	10896	Saenz Luis		-640.00	-14,008.21
Check	2/28/2018	10895	Deforest Jade		-434.64	-14,442.85
Check	2/28/2018	1920	Arizona State Retirement System		-414.00	-14,856.85
Check	2/28/2018	1926	Aflac		-378.70	-15,235.55
Check	2/28/2018	1925	Verizon Wireless		-372.71	-15,608.26
Check	2/28/2018	1921	CenturyLink		-328.00	-15,936.26
Check	2/28/2018	10894	Atencio Zane		-320.00	-16,256.26
Check	2/28/2018	10892	Sink Laura		-258.81	-16,515.07
Check	2/28/2018	1927	John Bechman		-190.98	-16,706.05
Check	2/28/2018	1922	Donovan Ohlde		-162.50	-16,868.55
Check	2/28/2018	1924	Advantage Medical & Oxygen Sup.		-65.00	-16,933.55
Check	2/28/2018	1923	Valley Imaging Solutions		-44.80	-16,978.35
Total Checks and Payments					-16,978.35	-16,978.35
Deposits and Credits - 1 item						
Check	2/15/2018					0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-16,978.35	-16,978.35
Register Balance as of 02/28/2018					-16,193.59	20,607.30
New Transactions						
Checks and Payments - 8 items						
Check	3/7/2018	1929	Petty Cash		-513.94	-513.94
General Journal	3/15/2018				-22,552.46	-23,066.40
General Journal	3/15/2018				-5,514.42	-28,580.82
Check	3/15/2018	10902	Burns Alexander		-889.32	-29,470.14
Check	3/15/2018	10901	Blatt Tyler		-757.34	-30,227.48
Check	3/15/2018	10900	Callen Jacquelyn		-464.76	-30,692.24
Check	3/15/2018	10899	Sink Laura		-258.82	-30,951.06
General Journal	3/15/2018				-167.39	-31,118.45
Total Checks and Payments					-31,118.45	-31,118.45

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Reconciliation Detail
1002 - Hughes Checking, Period Ending 02/28/2018

Type	Date	Num	Name	Cir	Amount	Balance
Deposits and Credits - 1 item						
Transfer	3/13/2018				20,000.00	20,000.00
Total Deposits and Credits					20,000.00	20,000.00
Total New Transactions					-11,118.45	-11,118.45
Ending Balance					-27,312.04	9,488.85

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03/13/18

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Reconciliation Detail
Hughes High Yield, Period Ending 02/28/2018

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						2,257.64
Cleared Balance						2,257.64
Register Balance as of 02/28/2018						2,257.64
Ending Balance						2,257.64

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Reconciliation Detail
Hughes Premium Yield, Period Ending 02/28/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						119,391.27
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	2/12/2018			X	-35,000.00	-35,000.00
Transfer	2/26/2018			X	-40,000.00	-75,000.00
Total Checks and Payments					-75,000.00	-75,000.00
Deposits and Credits - 2 items						
Check	2/1/2018	1619	Sonoita-Elgin Fire District	X	107,000.00	107,000.00
Check	2/15/2018	565	Sonoita-Elgin Fire District	X	160,000.00	267,000.00
Total Deposits and Credits					267,000.00	267,000.00
Total Cleared Transactions					192,000.00	192,000.00
Cleared Balance					192,000.00	311,391.27
Register Balance as of 02/28/2018					192,000.00	311,391.27
New Transactions						
Checks and Payments - 1 item						
Transfer	3/13/2018				-20,000.00	-20,000.00
Total Checks and Payments					-20,000.00	-20,000.00
Total New Transactions					-20,000.00	-20,000.00
Ending Balance					172,000.00	291,391.27

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