

SEFD Board Packet

27 Feb 2017

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- Pima County Monthly Tax Report
- Santa Cruz County Monthly Tax Report
- Cash Flow Forecast
- Resolution 02-27-2017

**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, February 27. 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 6:00 p.m. local time.

AGENDA:

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

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:

- 1) Donna Aversa of Leonard & Felker, PLC: Open meeting laws, e-mails, Board communications to the public, Board / Chief's roles. Dialog between Board/ staff and Attorney. Chief DeWolf
- 2) Review and approval of the governing board meeting minutes of January 23, 2017
- 3) 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.

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.

- 4) 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 December 2016 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
- 5) Discussion and brief comments on scenarios in regards to employee compensation, employee benefit. S. Archibald

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

- 6) Discussion and action on Resolution 02-27-17 authorizes of National Bank signers: Chief DeWolf

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) SEFD fire station - 3173 N. Highway 83, Sonoita, AZ
- b) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- c) Santa Cruz County Offices – 3147 N Highway 83, Sonoita, AZ

Governing board meeting agenda dated and posted: January 20, 2017. At:

1300 p.m. Local Time

By *Kathy L. Goodwin* 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, 23 January 2017
6 p.m.**

Call to order

Roll Call of the Board – all members present

Pledge of Allegiance

Approval of the minutes – Motion to approve by Sue Archibald, second by Kurt Bahti, motion carried unanimously.

Immediately prior to the Report from the Fire Chief Board Chair Venos thanked the crew & staff for all their hard work.

Report from the Fire Chief – Chief De Wolf introduced the personnel who were on shift today, letting folks know who they were and what they did at the station; remarked on the number of individuals in the community who supported the AZ Firefighter's license plate (proceeds of which go to firefighter training), spoke on the trainings that have taken place at the firehouse this past month, showed images of how we are building the new brush trucks and incorporating the build into training exercises. He spoke of the LZ Training that has taken place and gave a clear description of the two type 1 engines we now own and described their capabilities. This was well-received by the board and community.

[Unfortunately during the Chief's report the batteries died on the recorder; minutes reflected from here through Kurt Bahti's report on the AFDA Conference are from notes taken during the meeting.]

Call to the public –

Mike Wright – gave a prayer for the district

Dave Hetrick – spoke on crew compensation, as a district we need to attract and maintain good staff. Would encourage the Board to review where we stand on compensation and benefits.

Carla Cafarelli – Thanks for going to the AFDA Conference together and thanks for the information on the apparatus.

Vista Michael – 1. David was dead on right. 2. Please discuss what happened at the conference.

Financials – The monthly financial report was presented by Vicki Rutter. After a brief discussion and questions, motion to approve by Susan Archibald, seconded by Suzanne Jenkins, motion carried unanimously.

Bahti – Conference was great, learned a lot, lot of information, asked a lot of questions and met a lot of other board members.

Archibald – it was really good to meet other board members who were in our position; the finance class – I was really washed out after the finance class, there was a lot to learn. I also learned a lot about what's required of a fire board, what is and isn't part of the statute, and to me that was really educational - what are our parameters as a board member, as a fire district – not what's important to me personally but what's important to the state. Open meeting law – learning about open meeting law is important as an elected official. Also recognizing as an elected official, this is my number one priority. This is something I feel strongly about. I think we would have had a whole different situation if people had been attending this in the past. Can't change the past, we're moving forward, it was really good.

Jenkins – On the people who did or did not attend in the past; this has only been a requirement for the last two years. I think one of the biggest things for me, and one of the biggest takeaways was the

number of other fire district boards that talked and I talked to; we all are facing similar issues when it comes to finances, taxes, many – the number of fire district that have come together because they can't afford to stand alone, where they have one fire chief that ends up covering two fire districts in a lot of cases.

Webber – it was very interesting to interact with all these different people, to be able to validate what many of us had already read, studied and thought we knew – especially around roles, responsibilities, open meeting laws – but to actually have it validated and to learn even more, and say oh, I didn't even think about that or I didn't read that into that statute. It was really enjoyable, I had a great time.

Venos – I really want to piggy-back on what Suzanne had spoken about the condition of our district. There are a lot of districts that are in really, really dire straits right now, and talking to the folks and the other board members. The similarities in population, the similarities in vegetation and geography and where they're at with regards to the tax-base vs. their budget vs. being able to hire people vs. being able to attract volunteers. The Chief and the staff have done a fabulous job in getting us into the position that we're in. I'm really glad that we went.

Bahti – Sue and I went to a facility in Henderson that refurbishes fire trucks and ambulances. It was really interesting – maybe we'll put it on an agenda to discuss what we found.

Webber – I wanted to say I was really glad we went together because after the class we were able to sit as a group, as a board and become even more cohesive – because we could discuss the training. It was nice to have that interchange.

Archibald – we have a very respected fire district across the state. When people saw our shirts they had nothing but praise for our fire district. We have more volunteers – people were dying to know how do we do that, how's it was even possible. We are miles ahead because of our history, we are who we are.

Item 5 – Discussion and recommendation for committees to support the Fire Board and involve the community – There was a brief discussion regarding pros and cons of this item; there was no support for creating any committees; no action was taken.

Item 6 – Discussion and recommendation for scheduling special meeting dates in regards to board and staff reviewing the "Profit & Loss Statement" and a budget schedule. After a brief discussion the following special meetings were scheduled:

February 21nd - 10 a.m. – Study Session for Profit & Loss Statement explanations

March 22 – 6 p.m. – Study session for Tax Info/Assessments

Item 7 – Discussion and recommendation for scheduling a special meeting in regards to setting performance goals to be added to the Chief's review[that was] completed last fall. After brief discussion it was determined to set a special meeting to set performance goals to be used for Chief's next review.

March 6th – 6 p.m. – Setting performance goals for Chief De Wolf for 2018 Review

Adjournment – Motion to adjourn by Susan Archibald, seconded by Susan Jenkins, motion carried unanimously.

Minutes approved on Feb 27, 2017,  Board Clerk.


Susan Archibald



Administrative Review of November 2016 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
27 Feb 2017
6 p.m.

Approval of Financial Documents as presented to the Administrator of the Sonoita-Elgin Fire District for the month of January, 2017.

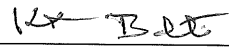
We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the January 2017 financial reports as presented.



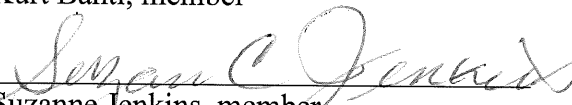
Kevin Venos, Chair



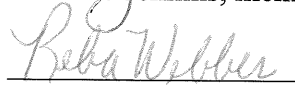
Susan Archibald, Clerk



Kurt Bahti, member



Suzanne Jenkins, member



Reba Webber, member

SEFD
Balance Sheet
As of January 31, 2017

			Jan 31, 17
ASSETS			
Current Assets			
Checking/Savings			
	Chase - Checking		-15,652.81
	Chase - Savings		202,135.38
	National Bank Money Market		117,992.59
	Hughes Premium Yield		247,276.10
	Hughes High Yield		2,250.86
	1002 · Hughes Checking		521.28
	Hughes Main Share		57.27
	SCC Treasurer		35,174.48
	Pima Co. Treasurer		4,605.38
	Petty Cash		700.00
	Total Checking/Savings		595,060.53
	Total Current Assets		595,060.53
TOTAL ASSETS			595,060.53
LIABILITIES & EQUITY			
Equity			
	30000 · Fund Balance - Unrestricted		406,206.69
	Board Designated - PPE		53,750.00
	Board Designated-Def.Bldg.Maint		20,000.00
	Restricted - Life Pac Donation		5,000.00
	Net Income		110,103.84
	Total Equity		595,060.53
TOTAL LIABILITIES & EQUITY			595,060.53

SEFD Profit & Loss Budget Performance January 2017

				Jan 17	Jul '16 - Jan 17	YTD Budget	% of Budget
Ordinary Income/Expense							
Income							
Taxes							
Santa Cruz County				35,170.68	499,186.70	779,154.00	64.07%
Pima County				4,150.69	79,077.19	125,644.00	62.94%
Total Taxes				39,321.37	578,263.89	904,798.00	63.91%
Special Assessments							
FDAT - Santa Cruz				0.00	20,561.50	41,123.00	50.0%
FDAT - Pima County				446.65	13,515.03	22,577.00	59.86%
Total Special Assessments				446.65	34,076.53	63,700.00	53.5%
Charges for Services							
Fire Suppression				43,926.25	94,191.74	30,000.00	313.97%
Coverage Events				293.76	2,501.76	2,200.00	113.72%
Ambulance				27,837.26	161,317.76	225,000.00	71.7%
Total Charges for Services				72,057.27	258,011.26	257,200.00	100.32%
Contributions				6,003.74	6,411.78	5,200.00	123.3%
Interest Income							
Money Market/Savings				250.98	982.26	700.00	140.32%
Santa Cruz				3.80	19.45		
Pima County				8.04	38.68		
Interest Income - Other				0.00	66.20		
Total Interest Income				262.82	1,106.59	700.00	158.08%
Fundraising Events				-72.82	253.13	3,600.00	7.03%
Rental Income				165.00	400.00	400.00	100.0%
Prior Year Carryforward				0.00	0.00	34,159.00	0.0%
Total Income				118,184.03	878,523.18	1,269,757.00	69.19%
Expense							
Payroll Expenses							
5101 · Salaries							
5103 · Wildland labor W-2				0.00	10,455.06		
Bookkeeper				1,000.00	7,000.00	12,000.00	58.33%
5101 · Salaries - Other				43,986.42	301,261.15	538,217.00	55.97%
Total 5101 · Salaries				44,986.42	318,716.21	550,217.00	57.93%
5105 · Vacation/Holiday W-2				2,865.36	18,226.74	45,951.00	39.67%
5107 · Coverage				0.00	0.00	3,500.00	0.0%
5109 · Stipend Transport 1099				7,040.00	45,990.00	58,400.00	78.75%
5110 · Weekend Stipend				0.00	6,560.00	20,000.00	32.8%
Total Payroll Expenses				54,891.78	389,492.95	678,068.00	57.44%
Employee Benefits							
5121 · Payroll Taxes				3,613.43	19,044.38	22,000.00	86.57%
5122 · CopperPoint				8,422.57	11,141.46	35,000.00	31.83%
5123 · PSPRS				4,265.50	30,994.52	70,000.00	44.28%
5124 · ASRS				471.34	3,373.22	5,500.00	61.33%

SEFD Profit & Loss Budget Performance January 2017

		Jan 17	Jul '16 - Jan 17	YTD Budget	% of Budget
	5125 · Employee Health Insurance	5,794.84	32,548.15	43,200.00	75.34%
	5127 · AFLAC	0.00	0.00		
	Physicals/Exams	92.00	1,458.00	8,800.00	16.57%
	Clothing Allowance	437.77	2,692.25	8,400.00	32.05%
	Total Employee Benefits	23,097.45	101,251.98	192,900.00	52.49%
	Training & Prevention				
	Training	1,232.60	12,279.52	20,000.00	61.4%
	Chief Education	226.81	1,587.67	3,400.00	46.7%
	EMS Consumables	1,021.82	7,366.47	15,000.00	49.11%
	Maintenance Plans	0.00	3,650.88	4,500.00	81.13%
	Oral Hydration Fluids	0.00	287.04	1,200.00	23.92%
	Fire Prevention Education	0.00	0.00	1,500.00	0.0%
	Total Training & Prevention	2,481.23	25,171.58	45,600.00	55.2%
	Administration				
	Office Expense & Postage	790.53	7,551.72	10,000.00	75.52%
	5115 · Recruitment & Retention	3,347.52	9,391.24	11,000.00	85.38%
	Payroll Preparation	302.66	2,755.80	4,500.00	61.24%
	Aero Med Billing	2,251.91	11,766.43	18,000.00	65.37%
	Equipment Rental	282.14	987.69	2,300.00	42.94%
	Internet Provider	117.47	1,005.01	2,000.00	50.25%
	Bank Charges	44.19	400.28	800.00	50.04%
	Background checks	100.00	400.00	1,200.00	33.33%
	Total Administration	7,236.42	34,258.17	49,800.00	68.79%
	Professional Services				
	Administrator	0.00	0.00	9,000.00	0.0%
	Legal Fees	0.00	1,220.00	2,500.00	48.8%
	Accounting	0.00	8,000.00	8,000.00	100.0%
	Special Election	0.00	874.98	10,000.00	8.75%
	Total Professional Services	0.00	10,094.98	29,500.00	34.22%
	Utilities & Communications				
	Telephone	657.25	5,026.86	9,000.00	55.85%
	Batteries & Repair	0.00	553.92	3,000.00	18.46%
	Computer/IT Support	0.00	1,244.01	2,000.00	62.2%
	Dispatch Service	0.00	3,414.00	5,500.00	62.07%
	Utilities	1,490.57	9,206.90	17,000.00	54.16%
	Total Utilities & Communications	2,147.82	19,445.69	36,500.00	53.28%
	Insurance				
	Liability	0.00	14,660.00	30,000.00	48.87%
	Total Insurance	0.00	14,660.00	30,000.00	48.87%
	Repairs & Maintenance				
	Fuel	1,333.42	14,529.12	27,000.00	53.81%
	Buildings & Grounds & Pests	708.32	7,461.39	9,000.00	82.9%
	Vehicle Maintenance	5,362.67	40,766.77	40,000.00	101.92%

SEFD Profit & Loss Budget Performance January 2017

		Jan 17	Jul '16 - Jan 17	YTD Budget	% of Budget
	Equipment Replacement	0.00	1,138.22	6,000.00	18.97%
	Station/Fire Supplies	470.67	1,949.62	6,000.00	32.49%
	Suppression Foam	1,086.00	3,258.00	2,600.00	125.31%
	Total Repairs & Maintenance	8,961.08	69,103.12	90,600.00	76.27%
	Interest Expense	0.00	0.00	500.00	0.0%
	Capital Outlay				
	PPE Restricted	0.00	0.00	3,500.00	0.0%
	Computers/Radios	0.00	0.00	4,000.00	0.0%
	Total Capital Outlay	0.00	0.00	7,500.00	0.0%
	Other Expenditures				
	Communication to Residents	0.00	276.78	500.00	55.36%
	Membership Dues & Subscriptions	75.00	2,551.37	4,000.00	63.78%
	Total Other Expenditures	75.00	2,828.15	4,500.00	62.85%
	Total Expense	98,890.78	666,306.62	1,165,468.00	57.17%
	Net Ordinary Income	19,293.25	212,216.56		
	Other Income/Expense				
	Other Income				
	Misc. Income	0.00	709.51		
	Other Financing Sources				
	Apparatus Purchase 822,825,826	0.00	518,067.00		
	Apparatus Purchase Medic 833	0.00	165,000.00		
	Total Other Financing Sources	0.00	683,067.00		
	SEFD-CP Grant	1,871.76	3,461.50		
	Fuels Grant 2016	19,358.22	90,920.64		
	Total Other Income	21,229.98	778,158.65		
	Other Expense				
	5102 Community Paramedics	7,336.40	46,791.60		
	Fuels Grant 2016 - Labor	9,322.44	80,012.40		
	Fuels Grant 2016 - Equipment	317.14	6,700.01		
	Deferred Building Maintenance	0.00	68,422.10	80,000.00	85.53%
	Equip. - New Vehicles	0.00	0.00	24,289.00	0.0%
	Vehicle - Engine 822	6,578.23	391,189.45		
	Vehicle 825	58,198.37	65,613.04		
	Vehicle 826	53,313.75	60,728.43		
	Vehicle - Medic 833	-469.13	160,814.34		
	Total Other Expense	134,597.20	880,271.37	104,289.00	
	Net Other Income	-113,367.22	-102,112.72		
	Net Income	-94,073.97	110,103.84	1,269,757.00	100.0%



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

January 2017

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

Reconciled by Vicki Butler.

Date of reconciliation 2-13-17

SEFD
Reconciliation Detail
National Bank Money Market, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						269,592.88
Cleared Transactions						
Checks and Payments - 1 item						
Check	1/19/2017	557	Peoria Ford	X	-105,168.06	-105,168.06
Total Checks and Payments					-105,168.06	-105,168.06
Deposits and Credits - 11 items						
Deposit	1/19/2017			X	5,500.00	5,500.00
Deposit	1/19/2017			X	43,926.25	49,426.25
Deposit	1/20/2017			X	935.00	50,361.25
Deposit	1/20/2017			X	988.41	51,349.66
Deposit	1/20/2017			X	1,388.34	52,738.00
Deposit	1/20/2017			X	2,318.52	55,056.52
Deposit	1/20/2017			X	3,717.07	58,773.59
Deposit	1/27/2017			X	200.00	58,973.59
Deposit	1/27/2017			X	18,423.22	77,396.81
Deposit	1/30/2017			X	4,159.18	81,555.99
Deposit	1/31/2017			X	11.78	81,567.77
Total Deposits and Credits					81,567.77	81,567.77
Total Cleared Transactions					-23,600.29	-23,600.29
Cleared Balance					-23,600.29	245,992.59
Uncleared Transactions						
Checks and Payments - 1 item						
Check	1/31/2017	558	Sonoita-Elgin Fire District		-128,000.00	-128,000.00
Total Checks and Payments					-128,000.00	-128,000.00
Total Uncleared Transactions					-128,000.00	-128,000.00
Register Balance as of 01/31/2017					-151,600.29	117,992.59
New Transactions						
Deposits and Credits - 2 items						
Deposit	2/6/2017				928.13	928.13
Deposit	2/6/2017				1,967.07	2,895.20
Total Deposits and Credits					2,895.20	2,895.20
Total New Transactions					2,895.20	2,895.20
Ending Balance					-148,705.09	120,887.79

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2-13-17

SEFD Reconciliation Detail Chase - Checking, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						21,591.65
Cleared Transactions						
Checks and Payments - 16 items						
General Journal	5/31/2016		Sonoita Elgin Fire Fighter's Association	X	-25.00	-25.00
Check	12/15/2016	1347	AERO Med Claims	X	-1,585.66	-1,610.66
Check	12/15/2016	1335	Galls Tucson Retail Showroom	X	-165.55	-1,776.21
Check	12/28/2016	1357	Health Net of Arizona	X	-6,642.42	-8,418.63
Check	12/28/2016	1358	SecureCare Dental	X	-337.36	-8,755.99
Check	12/30/2016	1365	Stryker	X	-5,900.75	-14,656.74
Check	12/30/2016	1361	PSPRS	X	-4,066.10	-18,722.84
Check	12/30/2016	1359	Southwest Septic Service	X	-1,338.36	-20,061.20
Check	12/30/2016	1360	Arizona State Retirement System	X	-485.86	-20,547.06
Check	12/30/2016	1363	Brian Jackson	X	-138.27	-20,685.33
Check	12/30/2016	1364	CJ Putnam	X	-137.85	-20,823.18
Check	12/30/2016	1366	Quill Corporation	X	-85.69	-20,908.87
Check	1/13/2017	1368	CopperPoint	X	-8,422.57	-29,331.44
Check	1/13/2017	1367	L.N. Curtis & Sons	X	-6,578.23	-35,909.67
Transfer	1/23/2017			X	-50,000.00	-85,909.67
Check	1/31/2017			X	-44.19	-85,953.86
Total Checks and Payments					-85,953.86	-85,953.86
Deposits and Credits - 5 items						
Check	5/31/2016	1102	Sonoita Elgin Fire Fighter's Association	X	0.00	0.00
Transfer	1/5/2017			X	57,702.55	57,702.55
Transfer	1/18/2017			X	9,653.63	67,356.18
Transfer	1/30/2017			X	5,000.00	72,356.18
General Journal	1/31/2017	R	Sonoita Elgin Fire Fighter's Association	X	25.00	72,381.18
Total Deposits and Credits					72,381.18	72,381.18
Total Cleared Transactions					-13,572.68	-13,572.68
Cleared Balance					-13,572.68	8,018.97
Uncleared Transactions						
Checks and Payments - 28 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	12/15/2016	1339	T.J. O'Neill		-8.64	-79.56
Check	12/30/2016	1362	Matthew Ogle		-116.42	-195.98
Check	1/27/2017	1369	Health Net of Arizona		-7,709.92	-7,905.90
Check	1/31/2017	1373	Brake Max Corporate LLC		-4,890.69	-12,796.59
Check	1/31/2017	1371	PSPRS		-4,364.42	-17,161.01
Check	1/31/2017	1381	L.N. Curtis & Sons		-1,086.00	-18,247.01
Check	1/31/2017	1374	Vicki J. Rutter, CPA		-1,000.00	-19,247.01
Check	1/31/2017	1382	Quill Corporation		-687.09	-19,934.10
Check	1/31/2017	1370	Arizona State Retirement System		-500.36	-20,434.46
Check	1/31/2017	1383	Voyager Fleet Systems Inc.		-475.99	-20,910.45
Check	1/31/2017	1387	Aflac		-378.70	-21,289.15
Check	1/31/2017	1386	Verizon Wireless		-338.33	-21,627.48
Check	1/31/2017	1385	Valley Imaging Solutions		-333.99	-21,961.47
Check	1/31/2017	1389	CenturyLink		-318.92	-22,280.39
Check	1/31/2017	1380	GALLS, LLC		-313.47	-22,593.86
Check	1/31/2017	1390	Peggie Wagoner		-216.39	-22,810.25
Check	1/31/2017	1384	GreatAmerica Financial Svcs.		-154.93	-22,965.18
Check	1/31/2017	1379	Dennis Connors		-145.46	-23,110.64
Check	1/31/2017	1392	Arizona Dept. of Public Safety		-100.00	-23,210.64
Check	1/31/2017	1377	Buck Tegowski		-93.69	-23,304.33
Check	1/31/2017	1376	Anna Courson		-93.69	-23,398.02
Check	1/31/2017	1391	WellAmerica		-92.00	-23,490.02
Check	1/31/2017	1372	Advantage Medical & Oxygen Sup.		-85.00	-23,575.02
Check	1/31/2017	1378	Jacob Ruppel		-66.12	-23,641.14

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(see back)

SEFD
Reconciliation Detail
Chase - Savings, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						160,262.56
Cleared Transactions						
Checks and Payments - 2 items						
Check	1/13/2017			X	-5,218.56	-5,218.56
Transfer	1/30/2017			X	-5,000.00	-10,218.56
Total Checks and Payments					-10,218.56	-10,218.56
Deposits and Credits - 4 items						
Deposit	1/3/2017			X	2,026.66	2,026.66
Transfer	1/23/2017			X	50,000.00	52,026.66
Deposit	1/24/2017			X	52.96	52,079.62
Deposit	1/31/2017			X	11.76	52,091.38
Total Deposits and Credits					52,091.38	52,091.38
Total Cleared Transactions					41,872.82	41,872.82
Cleared Balance					41,872.82	202,135.38
Register Balance as of 01/31/2017					41,872.82	202,135.38
New Transactions						
Checks and Payments - 1 item						
Transfer	2/1/2017				-16,000.00	-16,000.00
Total Checks and Payments					-16,000.00	-16,000.00
Total New Transactions					-16,000.00	-16,000.00
Ending Balance					25,872.82	186,135.38

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SEFD
Reconciliation Detail
Hughes Main Share, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.25
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	1/1/2017			X	0.02	0.02
Total Deposits and Credits					0.02	0.02
Total Cleared Transactions					0.02	0.02
Cleared Balance					0.02	57.27
Register Balance as of 01/31/2017					0.02	57.27
Ending Balance					0.02	57.27

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Reconciliation Detail

1002 · Hughes Checking, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						20,521.68
Cleared Transactions						
Checks and Payments - 57 items						
Check	11/30/2016	10592	Edwards Jacob	X	-80.00	-80.00
Check	11/30/2016	10594	McGonigle Michael	X	-80.00	-160.00
Check	12/15/2016	1581	Selectcom, Inc.	X	-356.48	-516.48
Check	12/23/2016	1589	Arizona Dept. of Health Services	X	-250.00	-766.48
Check	12/30/2016	10625	Mark Allen Bennett	X	-2,012.23	-2,778.71
Check	12/30/2016	1595	Builder Services Group, Inc.	X	-1,470.07	-4,248.78
Check	12/30/2016	1592	Vicki J. Rutter, CPA	X	-1,000.00	-5,248.78
Check	12/30/2016	10626	Burns Alexander	X	-977.76	-6,226.54
Check	12/30/2016	1596	Professional Management Coaching, Inc.	X	-900.00	-7,126.54
Check	12/30/2016	10616	Putnam Cody	X	-810.90	-7,937.44
Check	12/30/2016	10627	Deforest Jade	X	-662.70	-8,600.14
Check	12/30/2016	10624	Silverwind Kenneth	X	-640.00	-9,240.14
Check	12/30/2016	1591	Verizon Wireless	X	-609.87	-9,850.01
Check	12/30/2016	10614	McFarland Justin	X	-518.52	-10,368.53
Check	12/30/2016	1601	Aflac	X	-378.70	-10,747.23
Check	12/30/2016	1590	Valley Imaging Solutions	X	-367.21	-11,114.44
Check	12/30/2016	10622	Ruppel Jessica	X	-327.97	-11,442.41
Check	12/30/2016	10619	LaGosh Nicole	X	-320.00	-11,762.41
Check	12/30/2016	10623	Sapienza Aaron	X	-320.00	-12,082.41
Check	12/30/2016	1597	CenturyLink	X	-319.64	-12,402.05
Check	12/30/2016	1598	Brake Max Corporate LLC	X	-298.44	-12,700.49
Check	12/30/2016	10618	Joseph W De Wolf	X	-278.25	-12,978.74
Check	12/30/2016	10615	Messmer Ethan	X	-238.66	-13,217.40
Check	12/30/2016	10612	Adams David	X	-139.41	-13,356.81
Check	12/30/2016	1599	Simpson Computer Services	X	-100.00	-13,456.81
Check	12/30/2016	10620	Levario David	X	-80.00	-13,536.81
Check	12/30/2016	10613	Crain Trevor	X	-60.00	-13,596.81
Check	12/30/2016	1593	Truly Nolen of America, Inc.	X	-42.00	-13,638.81
General Journal	1/13/2017			X	-17,076.95	-30,715.76
General Journal	1/13/2017			X	-5,495.21	-36,210.97
Check	1/13/2017	1604	PSPRS	X	-4,137.66	-40,348.63
Check	1/13/2017	1612	AERO Med Claims	X	-2,251.91	-42,600.54
Check	1/13/2017	10632	Mark Allen Bennett	X	-2,103.42	-44,703.96
Check	1/13/2017	1610	Sulphur Springs Valley Electric Co-op	X	-1,383.60	-46,087.56
Check	1/13/2017	10633	Burns Alexander	X	-978.18	-47,065.74
Check	1/13/2017	1617	Voyager Fleet Systems Inc.	X	-857.43	-47,923.17
Check	1/13/2017	10634	Deforest Jade	X	-810.84	-48,734.01
Check	1/13/2017	10631	Putnam Cody	X	-581.33	-49,315.34
Check	1/13/2017	10629	McFarland Justin	X	-546.60	-49,861.94
Check	1/13/2017	10630	Messmer Ethan	X	-486.43	-50,348.37
Check	1/13/2017	10628	Sink Laura	X	-462.46	-50,810.83
Check	1/13/2017	1603	Arizona State Retirement System	X	-442.32	-51,253.15
Check	1/13/2017	1614	Boundtree Medical	X	-412.19	-51,665.34
Check	1/13/2017	1605	Quill Corporation	X	-285.55	-51,950.89
Check	1/13/2017	1607	Ace Hardware	X	-240.57	-52,191.46
Check	1/13/2017	1616	U.S. Department of Education	X	-226.81	-52,418.27
Check	1/13/2017	1609	Brush Enterprises, Inc.	X	-181.07	-52,599.34
General Journal	1/13/2017			X	-134.33	-52,733.67
Check	1/13/2017	1606	GreatAmerica Financial Svcs.	X	-127.21	-52,860.88
Check	1/13/2017	1611	Direct TV	X	-121.98	-52,982.86
Check	1/13/2017	1608	Trans World Network Corp.	X	-80.33	-53,063.19
Check	1/13/2017	1613	SCC Board of Supervisors	X	-60.35	-53,123.54
Check	1/18/2017	1618	Peggy Le Veque	X	-600.00	-53,723.54
Check	1/23/2017	1620	Suzanne Jenkins	X	-415.80	-54,139.34
General Journal	1/31/2017			X	-20,920.69	-75,060.03
General Journal	1/31/2017			X	-6,980.31	-82,040.34
General Journal	1/31/2017			X	-168.33	-82,208.67
Total Checks and Payments					-82,208.67	-82,208.67

SEFD Reconciliation Detail 1002 - Hughes Checking, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 21 items						
Check	10/25/2016			X		0.00
Deposit	1/1/2017			X	1.48	1.48
Deposit	1/4/2017			X	647.08	648.56
Deposit	1/6/2017			X	1,102.46	1,751.02
Deposit	1/6/2017			X	1,583.38	3,334.40
Deposit	1/9/2017			X	1,542.68	4,877.08
Deposit	1/9/2017			X	1,784.97	6,662.05
Deposit	1/10/2017			X	597.79	7,259.84
Transfer	1/11/2017			X	35,000.00	42,259.84
Deposit	1/12/2017			X	672.87	42,932.71
Deposit	1/12/2017			X	1,634.06	44,566.77
Deposit	1/13/2017			X	356.50	44,923.27
Deposit	1/18/2017			X	746.22	45,669.49
Deposit	1/19/2017			X	2,068.05	47,737.54
Deposit	1/23/2017			X	839.24	48,576.78
Deposit	1/24/2017			X	656.82	49,233.60
Deposit	1/24/2017			X	765.77	49,999.37
Deposit	1/27/2017			X	705.64	50,705.01
Transfer	1/27/2017			X	30,000.00	80,705.01
Deposit	1/31/2017			X	140.00	80,845.01
Deposit	1/31/2017			X	789.52	81,634.53
Total Deposits and Credits					81,634.53	81,634.53
Total Cleared Transactions					-574.14	-574.14
Cleared Balance					-574.14	19,947.54
Uncleared Transactions						
Checks and Payments - 35 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	12/30/2016	10617	Ruppel Jacob		-680.32	-1,206.53
Check	12/30/2016	10621	Newham Chase		-480.00	-1,686.53
Check	12/30/2016	10611	Sink Laura		-462.05	-2,148.58
Check	12/30/2016	1594	B & B Selectcom, Inc.		-356.48	-2,505.06
Check	1/9/2017	1602	AZ Center for Fire Service Excellence		-50.00	-2,555.06
Check	1/13/2017	1615	Katherine Prentice		-66.70	-2,621.76
Check	1/23/2017	1619	Kevin Venos		-644.78	-3,266.54
Check	1/23/2017	1621	Kurt Bahti		-448.20	-3,714.74
Check	1/27/2017	1623	SecureCare Dental		-337.36	-4,052.10
Check	1/27/2017	1622	Sonoita Valley Water Co., Inc.		-106.97	-4,159.07
Check	1/31/2017	1624	Selectcom, Inc.		-4,884.62	-9,043.69
Check	1/31/2017	10650	Mark Allen Bennett		-2,103.42	-11,147.11
Check	1/31/2017	10651	Burns Alexander		-1,025.93	-12,173.04
Check	1/31/2017	10639	O'Neill Thomas		-946.73	-13,119.77
Check	1/31/2017	10637	McFarland Justin		-677.91	-13,797.68
Check	1/31/2017	10653	Deforest Jade		-662.91	-14,460.59
Check	1/31/2017	10642	LaGosh Nicole		-640.00	-15,100.59
Check	1/31/2017	10636	Crain Trevor		-604.63	-15,705.22
Check	1/31/2017	10647	Silverwind Kenneth		-480.00	-16,185.22
Check	1/31/2017	10649	Wiersma Eleanor		-480.00	-16,665.22
Check	1/31/2017	10635	Sink Laura		-462.47	-17,127.69
Check	1/31/2017	10652	Wright John		-438.13	-17,565.82
Check	1/31/2017	10640	Joseph W De Wolf		-416.65	-17,982.47
Check	1/31/2017	10641	Gregson Jordan		-400.00	-18,382.47
Check	1/31/2017	10638	Messmer Ethan		-332.07	-18,714.54
Check	1/31/2017	10645	Newham Chase		-320.00	-19,034.54
Check	1/31/2017	10643	Madden Jamie		-160.00	-19,194.54
Check	1/31/2017	10644	McGonigle Michael		-80.00	-19,274.54

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SEFD
Reconciliation Detail
1002 · Hughes Checking, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Check	1/31/2017	10648	Trumpinski Benjamin		-80.00	-19,354.54
Check	1/31/2017	10646	Ruppel Jessica		-71.72	-19,426.26
Total Checks and Payments					-19,426.26	-19,426.26
Total Uncleared Transactions					-19,426.26	-19,426.26
Register Balance as of 01/31/2017					-20,000.40	521.28
New Transactions						
Checks and Payments - 13 items						
Check	2/1/2017	1625	GAR Painting and Drywall		-3,625.00	-3,625.00
Check	2/2/2017	1626	Peggy Le Veque		-101.78	-3,726.78
General Journal	2/15/2017	R			-16,832.04	-20,558.82
General Journal	2/15/2017	R			-5,501.68	-26,060.50
Check	2/15/2017	10658	Mark Allen Bennett		-2,103.42	-28,163.92
Check	2/15/2017	10660	Wright John		-1,072.25	-29,236.17
Check	2/15/2017	10659	Burns Alexander		-978.18	-30,214.35
Check	2/15/2017	10661	Deforest Jade		-810.83	-31,025.18
Check	2/15/2017	10654	Sink Laura		-516.05	-31,541.23
Check	2/15/2017	10657	Messmer Ethan		-467.95	-32,009.18
Check	2/15/2017	10656	McFarland Justin		-453.72	-32,462.90
Check	2/15/2017	10655	Crain Trevor		-159.98	-32,622.88
General Journal	2/15/2017	R			-136.12	-32,759.00
Total Checks and Payments					-32,759.00	-32,759.00
Deposits and Credits - 5 items						
Deposit	2/1/2017				633.07	633.07
Deposit	2/3/2017				372.34	1,005.41
Deposit	2/6/2017				94.98	1,100.39
Transfer	2/10/2017				35,000.00	36,100.39
Deposit	2/13/2017				491.40	36,591.79
Total Deposits and Credits					36,591.79	36,591.79
Total New Transactions					3,832.79	3,832.79
Ending Balance					-16,167.61	4,354.07

SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 01/31/2017

Type	Date	Num	Name	Clr.	Amount	Balance
Beginning Balance						2,249.16
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	1/1/2017			X	1.70	1.70
Total Deposits and Credits					1.70	1.70
Total Cleared Transactions					1.70	1.70
Cleared Balance					1.70	2,250.86
Register Balance as of 01/31/2017					1.70	2,250.86
Ending Balance					1.70	2,250.86

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SEFD
Reconciliation Detail
 Hughes Premium Yield, Period Ending 01/31/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						184,051.86
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	1/11/2017			X	-35,000.00	-35,000.00
Transfer	1/27/2017			X	-30,000.00	-65,000.00
Total Checks and Payments					-65,000.00	-65,000.00
Deposits and Credits - 1 item						
Deposit	1/1/2017			X	224.24	224.24
Total Deposits and Credits					224.24	224.24
Total Cleared Transactions					-64,775.76	-64,775.76
Cleared Balance					-64,775.76	119,276.10
Uncleared Transactions						
Deposits and Credits - 1 item						
Check	1/31/2017	558	Sonoita-Elgin Fire District		128,000.00	128,000.00
Total Deposits and Credits					128,000.00	128,000.00
Total Uncleared Transactions					128,000.00	128,000.00
Register Balance as of 01/31/2017					63,224.24	247,276.10
New Transactions						
Checks and Payments - 1 item						
Transfer	2/10/2017				-35,000.00	-35,000.00
Total Checks and Payments					-35,000.00	-35,000.00
Total New Transactions					-35,000.00	-35,000.00
Ending Balance					28,224.24	212,276.10

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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-17		\$ 57,702.55
State Pool Investment		2.27 1.53	3.80
Levied Revenue Earned			
	87674	3,788.44	35,170.68
	87678	4,503.77	
	87711	10,177.16	
	87734	8,865.91	
	87746	747.25	
	87760	946.71	
	87795	(36.27)	
	87812	347.92	
	87822	1,411.64	
	87848	318.25	
	87873	596.50	
	87888	335.30	
	87907	1,585.95	
	87929	104.28	
	87941	437.74	
	87975	1,040.13	
Check#	43118	(57,702.55)	(57,702.55)
Journal Entries	JE-000	-	-
Ending Balance	January-17		<u>\$ 35,174.48</u>

Sonoita Fire District T52-2063
Sonoita-Elgin Fire District

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





**PIMA COUNTY
TREASURER'S OFFICE
Monthly Activity**

SONOITA-ELGIN FIRE DISTRICT

JANUARY 2017

Activity	Beginning Balance	\$9,653.63
Cash		
500.50720.10.10000.10000.10.1100.130	(5,048.25)	
		(5,048.25)
Reserve for Unrealized Gains/Losses		
500.50720.10.10000.10000.10.1110.999	0	
		0.00
Fund Balance		
500.50720.10.10000.10000.30.3000.999	0	
		0.00
Real Estate Taxes		
500.50720.10.10000.10000.40.4110.007	0	
500.50720.10.10000.10000.40.4110.008	0	
500.50720.10.10000.10000.40.4110.009	0	
500.50720.10.10000.10000.40.4110.010	0	
500.50720.10.10000.10000.40.4110.011	0	
500.50720.10.10000.10000.40.4110.012	0	
500.50720.10.10000.10000.40.4110.013	0	
500.50720.10.10000.10000.40.4110.014	0	
500.50720.10.10000.10000.40.4110.015	(626.50)	
500.50720.10.10000.10000.40.4110.016	(3,472.39)	
		(4,098.89)
Personal Property Taxes Collected		
500.50720.10.10000.10000.40.4120.007	0	
500.50720.10.10000.10000.40.4120.008	0	
500.50720.10.10000.10000.40.4120.009	0	
500.50720.10.10000.10000.40.4120.010	0	
500.50720.10.10000.10000.40.4120.011	0	
500.50720.10.10000.10000.40.4120.012	0	
500.50720.10.10000.10000.40.4120.013	0	
500.50720.10.10000.10000.40.4120.014	0	
500.50720.10.10000.10000.40.4120.015	0	
500.50720.10.10000.10000.40.4120.016	(51.80)	
		(51.80)
In-Lieu Taxes Collected		
500.50720.10.10000.10000.40.4130.007	0	
500.50720.10.10000.10000.40.4130.008	0	
500.50720.10.10000.10000.40.4130.009	0	
500.50720.10.10000.10000.40.4130.010	0	

500.50720.10.10000.10000.40.4130.011	0	
500.50720.10.10000.10000.40.4130.012	0	
500.50720.10.10000.10000.40.4130.013	0	
500.50720.10.10000.10000.40.4130.014	0	0.00
Fire District Assistance		
500.50720.10.10000.10000.40.4140.007	0	
500.50720.10.10000.10000.40.4140.008	0	
500.50720.10.10000.10000.40.4140.009	0	
500.50720.10.10000.10000.40.4140.010	(0.01)	
500.50720.10.10000.10000.40.4140.011	(0.01)	
500.50720.10.10000.10000.40.4140.012	(0.04)	
500.50720.10.10000.10000.40.4140.013	0.05	
500.50720.10.10000.10000.40.4140.014	1.62	
500.50720.10.10000.10000.40.4140.015	(46.02)	
500.50720.10.10000.10000.40.4140.016	(402.24)	(446.65)
Investment Income		
500.50720.10.10000.10000.40.4500.999	(8.04)	(8.04)
Unrealized Gains/Losses on Investments		
500.50720.10.10000.10000.40.4505.999	0	0.00
Disbursements		
500.50720.10.10000.10000.50.5000.999	9,653.63	9,653.63
Ending Balance		<u><u>\$4,605.38</u></u>



SONOITA-ELGIN FIRE DISTRICT

"PROUD PAST STRONG FUTURE"



Sonoita-Elgin Fire District

Resolution 02-27-17

Approved by the Board of Directors:

Feb 27, 2017

Effective Date:

Feb 27, 2017

WHEREAS the Board of Directors approves as stated in policy and the December 1, 2016 minutes That Chief DeWolf and Board Clark Sue Archibald be signers on all accounts SEFD has with National Bank of Arizona. And John Flynn be removed from all accounts.

WHEREAS the Board of Directors authorizes Chief DeWolf and Board Clark Sue Archibald to be added as Signers for all SEFD accounts at National Bank of Arizona and John Flynn be removed.

THEREFORE BE IT RESOLVED that the Board of Directors

Board Chair

Board Clerk

Address: 3173 Highway 83. P.O. Box 322 Sonoita, AZ 85637 **Phone:** (520) 455 5854 **Fax:** (520)455 5361

Website: www.sefd911.org

Fire Chief Joseph M. DeWolf