

SEFD Board Packet

23 Jan 2017

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- 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, January 23. 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 pm. 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) Review and approval of the governing board meeting minutes of December 20,2016
- 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.

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.

- 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 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
- 4) Discussion and brief comments from Board members from AFDA conference. **Chief DeWolf**

Sonoita-Elgin Fire District

- 5) Discussion and Recommendation for committees to support the Fire Board and involve the community: Past Committees, Commonly used Committees, Board Policy on Committee Chair / Community participation. **S. Jenkins “Tabled at the Dec 19th Board Meeting”**
- 6) Discussion and Recommendation for scheduling special meeting dates in regards to Board and Staff reviewing P & L “Profit and Loss statement” and Budget schedule **S. Archibald**
- 7) Discussion and Recommendation for scheduling a special meeting in regards to setting performance goals to be add to Chief review completed last fall. **S. Archibald**

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: *Katie L. Goodwin* Katie L. Goodwin, Admin to the SEFD Fire Chief

Minutes to the regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
December 20, 2016

6 pm

Call to Order.

Pledge of Allegiance

Roll Call – all members present

Review and approval of the governing board meeting minutes of Nov. 21, 23, and Dec. 1, 2016

Motion to approve by Kurt Bahti, seconded by Suzanne Jenkins, motion carried unanimously.

Chief Report – Chief De Wolf presented information on the current status of the department, run report, zone statistics, wildland fire income, the successful graduation of three paramedic students – Grace Estell, Nicole LaGosh and Marc Meredith, SEFD's community activities and the award from IAFD & VFIS for Recruitment & Retention of Volunteers.

Call to the Public.

Mike Wright – Gave a prayer for the District.

Vicki Rutter – Addressed the Board regarding agenda item on Committees – She unequivocally stated that the district did not need committees; the Board members were hired to do the job, not committees.

Peter Pototsky – Thanked the Board members for being on the Board; agreed with Ms Rutter's statement.

Dave Hetrick – Thanks for being on the Board; Asked them to review pay and benefits for the crews.

Vista Michael – Vista stated she hoped that the Board would act as the committee, you're who we elected

Nancy Webster – Thanks and Congratulations on your election. Excited to see you all on the same page, until you have a chance to work as a team my feeling is that committees would be premature.

Dave Aho – Congratulations. This is a totally different beast than a normal profession – it is a family. I too am concerned about having committees before you understand your job. My hat's off to you, I'm excited about this board.

Review and approval of monthly financial reports for November 2016 - Monthly financial reports were presented by Vicki Rutter, including balance sheet and profit & loss statement. Ms Rutter also addressed the board regarding the restatement of capital expense and income items per direction of the Auditor.

Review and consideration of Board training and reimbursement of Board members for the A.R.S 48-803

H. statutory requirements training – Each Board member was given a conference application to select the schedule of classes they would be interested in attending, to be returned to Katie ASAP. Chief De Wolf presented information as to general conduct of SEFD personnel, room registration, meals, class schedule and travel expense reimbursement. All five Board members will be attending, posting will take place for the time from Wednesday, Jan 11 through Sunday, January 15, 2017; Board members are responsible for meals outside of scheduled events, expense/reimbursement reports will be emailed to all members.

Discussion and Recommendation for committees to support the Fire Board and involve the

community: - presented by Suzanne Jenkins – Motion by Suzanne Jenkins to consider creating committees to assist the Board in performing its duties and involve the community, seconded by Reba Webber. Each Board member spoke on their expectations for their performance in the decision making responsibilities as board members. After discussion Suzanne Jenkins asked that the item was tabled to a later date.

Impact of AZ Supreme Court ruling of Senate Bill 1609 relating to Public Safety Personnel Retirement

System (PSPRS) S. Jenkins - Chief De Wolf presented information on this case which currently doesn't affect SEFD as the case has yet to be decided. The potential for impact is there however, until the lawsuit is settled we've no way to know how it will affect SEFD. Chief De Wolf is attending another meeting in early January 2017, where he should hear updated information. The impact of this bill will affect larger and older district quite a bit more than our district.

Adjournment – Motion to adjourn by Kurt Bahti, seconded by Susan Archibald; motion carried.

Minutes approved on January 23, 2017 by _____.

Susan Archibald, Clerk

SEFD
Balance Sheet
As of December 31, 2016

			Dec 31, 16
ASSETS			
Current Assets			
Checking/Savings			
	Chase - Checking		486.80
	Chase - Savings		160,262.56
	National Bank Money Market		269,592.88
	Hughes Premium Yield		184,051.86
	Hughes High Yield		2,249.16
	1002 · Hughes Checking		4,377.81
	Hughes Main Share		57.25
	SCC Treasurer		57,702.55
	Pima Co. Treasurer		9,653.63
	Petty Cash		700.00
	Total Checking/Savings		689,134.50
	Total Current Assets		689,134.50
TOTAL ASSETS			689,134.50
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		204,177.81
	Total Equity		689,134.50
TOTAL LIABILITIES & EQUITY			689,134.50

SEFD
Profit & Loss Budget Performance
December 2016

					Dec 16	Jul - Dec 16	YTD Budget	% of Budget
Ordinary Income/Expense								
Income								
Taxes								
Santa Cruz County					57,693.36	464,016.02	779,154.00	59.55%
Pima County					8,702.20	74,926.50	125,644.00	59.63%
Total Taxes					66,395.56	538,942.52	904,798.00	59.57%
Special Assessments								
FDAT - Santa Cruz					20,561.50	20,561.50	41,123.00	50.0%
FDAT - Pima County					936.05	13,068.38	22,577.00	57.88%
Total Special Assessments					21,497.55	33,629.88	63,700.00	52.79%
Charges for Services								
Fire Suppression								
apparatus					-30,287.42	0.00		
Labor					-16,638.61	0.00		
Total Fire Suppression					-46,926.03	0.00		
EMS Support					0.00	2,208.00	2,200.00	100.36%
Ambulance					24,868.90	133,480.50	225,000.00	59.33%
Total Charges for Services					-22,057.13	135,688.50	227,200.00	59.72%
SEFD-CP Grant					0.00	1,589.74		
SEFD Fuels					850.00	850.00		
Contributions								
Donation								
Restricted by Donor					0.00	-1,259.00		
Donation - Other					40.00	1,667.04	5,200.00	32.06%
Total Donation					40.00	408.04	5,200.00	7.85%
Fundraising Events					5.23	325.95	3,600.00	9.05%
Total Contributions					45.23	733.99	8,800.00	8.34%
Interest Income								
Money Market/CD's					21.08	731.28	700.00	104.47%
Santa Cruz					9.19	15.65		
Pima County					15.38	30.64		
Interest Income - Other					0.00	66.20		
Total Interest Income					45.65	843.77	700.00	120.54%
Rental Income					45.00	235.00	400.00	58.75%
Misc. Income					706.51	709.51		
Prior Year Carryforward					0.00	0.00	34,159.00	0.0%
Total Income					67,528.37	713,222.91	1,239,757.00	57.53%
Gross Profit					67,528.37	713,222.91	1,239,757.00	57.53%
Expense								
Payroll Expenses								
5101 · Salaries								
5102 Community Paramedics					6,696.90	39,455.20		
5102 Community Paramedic					0.00	0.00		
Bookkeeper					1,000.00	6,000.00	12,000.00	50.0%
5101 · Salaries - Other					44,735.85	257,274.73	538,217.00	47.8%
Total 5101 · Salaries					52,432.75	302,729.93	550,217.00	55.02%
5103 · Wildland labor W-2					0.00	10,455.06		

SEFD
Profit & Loss Budget Performance
December 2016

		Dec 16	Jul - Dec 16	YTD Budget	% of Budget
	5105 · Vacation/Holiday W-2	2,531.32	15,361.38	45,951.00	33.43%
	5107 · Coverage 1099	0.00	0.00	3,500.00	0.0%
	5109 · Stipend Transport 1099	4,880.00	38,950.00	58,400.00	66.7%
	5110 · Weekend Stipend	1,440.00	6,560.00	20,000.00	32.8%
	Total Payroll Expenses	61,284.07	374,056.37	678,068.00	55.17%
	Employee Benefits				
	5121 · Payroll Taxes	2,155.00	15,430.95	22,000.00	70.14%
	5122 · CopperPoint	0.00	2,718.89	35,000.00	7.77%
	5123 · PSPRS	4,218.25	26,729.02	70,000.00	38.18%
	5124 · ASRS	488.10	2,901.88	5,500.00	52.76%
	5125 · Employee Health Insurance	4,418.82	26,753.31	43,200.00	61.93%
	5127 · AFLAC	0.00	0.00		
	Physicals/Exams	0.00	1,366.00	8,800.00	15.52%
	Clothing Allowance	317.99	2,254.48	8,400.00	26.84%
	Total Employee Benefits	11,598.16	78,154.53	192,900.00	40.52%
	Training & Prevention				
	Training	2,055.00	11,046.92	20,000.00	55.24%
	Chief Education	226.81	1,360.86	3,400.00	40.03%
	EMS Consumables	-7,164.71	6,344.65	15,000.00	42.3%
	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	-4,882.90	22,690.35	45,600.00	49.76%
	Administration				
	Office Expense & Postage	881.81	6,761.19	10,000.00	67.61%
	5115 · Recruitment & Retention	1,699.00	6,043.72	11,000.00	54.94%
	Payroll Preparation	947.37	2,453.14	4,500.00	54.51%
	Aero Med Billing	1,585.66	9,514.52	18,000.00	52.86%
	Equipment Rental	127.21	705.55	2,300.00	30.68%
	Internet Provider	80.33	887.54	2,000.00	44.38%
	Bank Charges	67.35	356.09	800.00	44.51%
	Background checks	0.00	300.00	1,200.00	25.0%
	Total Administration	5,388.73	27,021.75	49,800.00	54.26%
	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	874.98	874.98	10,000.00	8.75%
	Total Professional Services	874.98	10,094.98	29,500.00	34.22%
	Utilities & Communications				
	Telephone	929.51	4,369.61	9,000.00	48.55%
	Batteries & Repair	0.00	553.92	3,000.00	18.46%
	Computer/IT Support	100.00	1,244.01	2,000.00	62.2%
	Dispatch Service	0.00	3,414.00	5,500.00	62.07%
	Utilities	1,320.95	7,716.33	17,000.00	45.39%
	Total Utilities & Communications	2,350.46	17,297.87	36,500.00	47.39%
	Insurance				

SEFD
Profit & Loss Budget Performance
December 2016

		Dec 16	Jul - Dec 16	YTD Budget	% of Budget
	Liability	711.00	14,660.00	30,000.00	48.87%
	Total Insurance	711.00	14,660.00	30,000.00	48.87%
	WFHF-317				
	5155 Labor	-62,990.53	0.00		
	Equipment	-5,942.83	0.00		
	5155 - Labor	0.00	0.00		
	Total WFHF-317	-68,933.36	0.00		
	Repairs & Maintenance				
	Fuel	5,359.51	13,195.70	27,000.00	48.87%
	Buildings & Grounds & Pests	1,575.57	6,753.07	9,000.00	75.03%
	Vehicle Maintenance	3,476.74	35,834.80	40,000.00	89.59%
	Equipment Replacement	0.00	1,138.22	6,000.00	18.97%
	Station/Fire Supplies	319.72	1,478.95	6,000.00	24.65%
	Suppression Foam	0.00	2,172.00	2,600.00	83.54%
	Total Repairs & Maintenance	10,731.54	60,572.74	90,600.00	66.86%
	Interest Expense	0.00	0.00	500.00	0.0%
	Capital Outlay				
	Apparatus Restricted	0.00	0.00	0.00	0.0%
	Capital Reserve	0.00	0.00	0.00	0.0%
	PPE Restricted	0.00	0.00	3,500.00	0.0%
	Computers	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	41.60	276.78	500.00	55.36%
	Membership Dues & Subscriptions	645.00	2,476.37	4,000.00	61.91%
	Total Other Expenditures	686.60	2,753.15	4,500.00	61.18%
	Miscellaneous - allocate	0.00	0.00		
	Total Expense	19,809.28	607,301.74	1,165,468.00	52.11%
	Net Ordinary Income	47,719.09	105,921.17	74,289.00	142.58%
	Other Income/Expense				
	Other Income				
	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		
	Fire Suppression				
	Labor	17,994.92	17,994.92		
	Apparatus	32,270.57	32,270.57		
	Fire Suppression - Other	0.00	0.00	30,000.00	0.0%
	Total Fire Suppression	50,265.49	50,265.49	30,000.00	167.55%
	Fuels Grant 2016	300.00	70,712.42		
	Total Other Income	50,565.49	804,044.91	30,000.00	2,680.15%
	Other Expense				
	Fuels Grant 2016 - Labor	70,689.96	70,689.96		
	Fuels Grant 2016 - Equipment	6,084.43	6,084.43		
	Deferred Building Maintenance	1,470.07	68,422.10	80,000.00	85.53%
	Equip. - New Vehicles	0.00	0.00	24,289.00	0.0%



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

Approval of Financial Documents as presented to the Administrator of the Sonoita-Elgin Fire District for the month of December, 2016.

We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the December 2016 financial reports as presented.

Kevin Venos, Chair

Susan Archibald, Clerk

Kurt Bahti, member

Suzanne Jenkins, member

Reba Webber, member



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

Dec 2016

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

Chase Savings Kelly & Hoodwin date 19 Jan 2016

Chase Checking Vicki Rutter date 1-11-17

National Bank Vicki Rutter date 1-11-17

Hughes Federal Credit Union
Main Share Vicki Rutter date 1-13-17

Checking Kelly & Hoodwin date 19 Jan 2016

High Yield Vicki Rutter date 1-13-17

Premium Vicki Rutter date 1-13-17

SEFD
Reconciliation Detail
 Chase - Savings, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						112,088.10
Cleared Transactions						
Checks and Payments - 5 items						
Transfer	12/6/2016			X	-15,000.00	-15,000.00
Check	12/14/2016			X	-2,705.15	-17,705.15
Transfer	12/23/2016			X	-4,500.00	-22,205.15
Transfer	12/29/2016			X	-7,000.00	-29,205.15
Transfer	12/30/2016			X	-12,500.00	-41,705.15
Total Checks and Payments					-41,705.15	-41,705.15
Deposits and Credits - 3 items						
Transfer	12/19/2016			X	88,000.00	88,000.00
Deposit	12/28/2016			X	1,870.64	89,870.64
Deposit	12/31/2016			X	8.97	89,879.61
Total Deposits and Credits					89,879.61	89,879.61
Total Cleared Transactions					48,174.46	48,174.46
Cleared Balance					48,174.46	160,262.56
Register Balance as of 12/31/2016					48,174.46	160,262.56
New Transactions						
Checks and Payments - 1 item						
Check	1/13/2017				-5,218.56	-5,218.56
Total Checks and Payments					-5,218.56	-5,218.56
Total New Transactions					-5,218.56	-5,218.56
Ending Balance					42,955.90	155,044.00

KC 1/17

KC 1/18

SEFD
Reconciliation Detail
1002 - Hughes Checking, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						25,061.76
Cleared Transactions						
Checks and Payments - 58 items						
Check	8/31/2016	10509	Trumpinski Benjamin	X	-640.00	-640.00
Check	10/31/2016	10566	Williams Dale	X	-320.00	-960.00
Check	10/31/2016	10559	Jensen Michael	X	-160.00	-1,120.00
Check	11/15/2016	10577	Putnam Cody	X	-486.79	-1,606.79
Check	11/15/2016	10573	Crain Trevor	X	-159.98	-1,766.77
Check	11/30/2016	1568	PSPRS	X	-5,215.53	-6,982.30
Check	11/30/2016	10590	Putnam Cody	X	-2,627.61	-9,609.91
Check	11/30/2016	10599	Mark Allen Bennett	X	-2,147.76	-11,757.67
Check	11/30/2016	10600	Burns Alexander	X	-1,042.98	-12,800.65
Check	11/30/2016	10595	Newham Chase	X	-1,040.00	-13,840.65
Check	11/30/2016	10598	Wiersma Eleanor	X	-1,040.00	-14,880.65
Check	11/30/2016	1572	Vicki J. Rutter, CPA	X	-1,000.00	-15,880.65
Check	11/30/2016	10597	Silverwind Kenneth	X	-880.00	-16,760.65
Check	11/30/2016	10601	Deforest Jade	X	-810.43	-17,571.08
Check	11/30/2016	10593	Madden Jamie	X	-640.00	-18,211.08
Check	11/30/2016	10588	McFarland Justin	X	-546.40	-18,757.48
Check	11/30/2016	1567	Arizona State Retire...	X	-500.36	-19,257.84
Check	11/30/2016	10591	Ruppel Jacob	X	-489.16	-19,747.00
Check	11/30/2016	10589	Messmer Ethan	X	-486.23	-20,233.23
Check	11/30/2016	10583	Sink Laura	X	-462.04	-20,695.27
Check	11/30/2016	1578	Aflac	X	-378.70	-21,073.97
Check	11/30/2016	1570	Stronghole Signs	X	-331.10	-21,405.07
Check	11/30/2016	10596	Sapienza Aaron	X	-320.00	-21,725.07
Check	11/30/2016	1576	CenturyLink	X	-319.64	-22,044.71
Check	11/30/2016	1571	IAFC Membership	X	-304.00	-22,348.71
Check	11/30/2016	1574	Valley Imaging Solu...	X	-254.43	-22,603.14
Check	11/30/2016	10587	Finch Justin	X	-244.53	-22,847.67
Check	11/30/2016	10584	Adams David	X	-222.83	-23,070.50
Check	11/30/2016	1575	NFPA	X	-175.00	-23,245.50
Check	11/30/2016	1569	Donovan Ohide	X	-170.00	-23,415.50
Check	11/30/2016	10585	Crain Trevor	X	-159.98	-23,575.48
Check	11/30/2016	10586	Joseph W De Wolf	X	-129.69	-23,705.17
Check	11/30/2016	1577	Truly Nolen of Amer...	X	-42.00	-23,747.17
Check	11/30/2016	1573	Fire Engineering	X	-21.00	-23,768.17
General Journal	12/15/2016			X	-18,306.17	-42,074.34
General Journal	12/15/2016			X	-5,402.17	-47,476.51
Check	12/15/2016	1580	PSPRS	X	-4,333.75	-51,810.26
Check	12/15/2016	10608	Mark Allen Bennett	X	-2,147.76	-53,958.02
Check	12/15/2016	1585	Brake Max Corporat...	X	-1,913.83	-55,871.85
Check	12/15/2016	1584	Voyager Fleet Syst...	X	-1,085.28	-56,957.13
Check	12/15/2016	10609	Burns Alexander	X	-995.21	-57,952.34
Check	12/15/2016	10610	Deforest Jade	X	-662.71	-58,615.05
Check	12/15/2016	10605	McFarland Justin	X	-625.19	-59,240.24
Check	12/15/2016	1587	Boundtree Medical	X	-579.21	-59,819.45
Check	12/15/2016	10602	Sink Laura	X	-515.63	-60,335.08
Check	12/15/2016	1579	Arizona State Retire...	X	-490.34	-60,825.42
Check	12/15/2016	10606	Messmer Ethan	X	-403.14	-61,228.56
Check	12/15/2016	1586	Sonoita-Elgin Fire D...	X	-350.00	-61,578.56
Check	12/15/2016	10603	Adams David	X	-232.29	-61,810.85
Check	12/15/2016	10604	Finch Justin	X	-166.95	-61,977.80
Check	12/15/2016	10607	Putnam Cody	X	-155.42	-62,133.22
Check	12/15/2016	1582	Ace Hardware	X	-141.60	-62,274.82
General Journal	12/15/2016			X	-136.74	-62,411.56
Check	12/15/2016	1583	Sonoita Valley Wat...	X	-133.69	-62,545.25
Check	12/23/2016	1588	AFDA	X	-1,295.00	-63,840.25
General Journal	12/30/2016			X	-18,502.80	-82,343.05
General Journal	12/30/2016			X	-5,404.93	-87,747.98
General Journal	12/30/2016			X	-810.63	-88,558.61
Total Checks and Payments						-88,558.61

SEFD Reconciliation Detail 1002 · Hughes Checking, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 22 items						
Deposit	12/1/2016			X	1.64	1.64
Deposit	12/1/2016			X	2,296.18	2,297.82
Deposit	12/2/2016			X	291.34	2,589.16
Deposit	12/8/2016			X	190.80	2,779.96
Deposit	12/12/2016			X	729.03	3,508.99
Deposit	12/12/2016			X	820.08	4,329.07
Transfer	12/13/2016			X	35,000.00	39,329.07
Deposit	12/15/2016			X	730.60	40,059.67
Deposit	12/15/2016			X	1,184.81	41,244.48
Deposit	12/16/2016			X	825.20	42,069.68
Deposit	12/20/2016			X	728.47	42,798.15
Deposit	12/21/2016			X	711.45	43,509.60
Deposit	12/22/2016			X	783.47	44,293.07
Deposit	12/22/2016			X	1,769.55	46,062.62
Deposit	12/27/2016			X	199.87	46,262.49
Transfer	12/28/2016			X	35,000.00	81,262.49
Deposit	12/29/2016			X	513.88	81,776.37
Deposit	12/29/2016			X	734.72	82,511.09
Deposit	12/29/2016			X	784.55	83,295.64
Check	12/30/2016	1600	GreatAmerica Fina...	X	0.00	83,295.64
Deposit	12/30/2016			X	140.00	83,435.64
Deposit	12/30/2016			X	582.89	84,018.53
Total Deposits and Credits					84,018.53	84,018.53
Total Cleared Transactions					-4,540.08	-4,540.08
Cleared Balance					-4,540.08	20,521.68
Uncleared Transactions						
Checks and Payments - 37 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 ...		-25.00	-491.05
Check	9/30/2016	1550	Cody Ayon		-35.16	-526.21
Check	11/30/2016	10594	McGonigle Michael		-80.00	-606.21
Check	11/30/2016	10592	Edwards Jacob		-80.00	-686.21
Check	12/15/2016	1581	Selectcom, Inc.		-356.48	-1,042.69
Check	12/23/2016	1589	Arizona Dept. of He...		-250.00	-1,292.69
Check	12/30/2016	10625	Mark Allen Bennett		-2,012.23	-3,304.92
Check	12/30/2016	1595	Builder Services Gr...		-1,470.07	-4,774.99
Check	12/30/2016	1592	Vicki J. Rutter, CPA		-1,000.00	-5,774.99
Check	12/30/2016	10626	Burns Alexander		-977.76	-6,752.75
Check	12/30/2016	1596	Professional Manag...		-900.00	-7,652.75
Check	12/30/2016	10616	Putnam Cody		-810.90	-8,463.65
Check	12/30/2016	10617	Ruppel Jacob		-680.32	-9,143.97
Check	12/30/2016	10627	Deforest Jade		-662.70	-9,806.67
Check	12/30/2016	10624	Silverwind Kenneth		-640.00	-10,446.67
Check	12/30/2016	1591	Verizon Wireless		-609.87	-11,056.54
Check	12/30/2016	10614	McFarland Justin		-518.52	-11,575.06
Check	12/30/2016	10621	Newham Chase		-480.00	-12,055.06
Check	12/30/2016	10611	Sink Laura		-462.05	-12,517.11
Check	12/30/2016	1601	Aflac		-378.70	-12,895.81
Check	12/30/2016	1590	Valley Imaging Solu...		-367.21	-13,263.02
Check	12/30/2016	1594	B & B Selectcom, Inc.		-356.48	-13,619.50
Check	12/30/2016	10622	Ruppel Jessica		-327.97	-13,947.47
Check	12/30/2016	10619	LaGosh Nicole		-320.00	-14,267.47
Check	12/30/2016	10623	Sapienza Aaron		-320.00	-14,587.47
Check	12/30/2016	1597	CenturyLink		-319.64	-14,907.11
Check	12/30/2016	1598	Brake Max Corporat...		-298.44	-15,205.55
Check	12/30/2016	10618	Joseph W De Wolf		-278.25	-15,483.80
Check	12/30/2016	10615	Messmer Ethan		-238.66	-15,722.46
Check	12/30/2016	10612	Adams David		-139.41	-15,861.87
Check	12/30/2016	1599	Simpson Computer ...		-100.00	-15,961.87
Check	12/30/2016	10620	Levario David		-80.00	-16,041.87

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SEFD
Reconciliation Detail
1002 - Hughes Checking, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Check	12/30/2016	10613	Crain Trevor		-60.00	-16,101.87
Check	12/30/2016	1593	Truly Nolen of Amer...		-42.00	-16,143.87
Total Checks and Payments					-16,143.87	-16,143.87
Deposits and Credits - 1 item						
Check	10/25/2016					0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-16,143.87	-16,143.87
Register Balance as of 12/31/2016					-20,683.95	4,377.81
New Transactions						
Checks and Payments - 16 items						
Check	1/9/2017	1602	AZ Center for Fire ...		-50.00	-50.00
Check	1/13/2017	1604	PSPRS		-4,137.66	-4,187.66
Check	1/13/2017	1612	AERO Med Claims		-2,251.91	-6,439.57
Check	1/13/2017	1610	Sulpher Springs Val...		-1,383.60	-7,823.17
Check	1/13/2017	1617	Voyager Fleet Syst...		-857.43	-8,680.60
Check	1/13/2017	1603	Arizona State Retire...		-442.32	-9,122.92
Check	1/13/2017	1614	Boundtree Medical		-412.19	-9,535.11
Check	1/13/2017	1605	Quill Corporation		-285.55	-9,820.66
Check	1/13/2017	1607	Ace Hardware		-240.57	-10,061.23
Check	1/13/2017	1616	U.S. Department of ...		-226.81	-10,288.04
Check	1/13/2017	1609	Brush Enterprises, I...		-181.07	-10,469.11
Check	1/13/2017	1606	GreatAmerica Fina...		-127.21	-10,596.32
Check	1/13/2017	1611	Direct TV		-121.98	-10,718.30
Check	1/13/2017	1608	Trans World Networ...		-80.33	-10,798.63
Check	1/13/2017	1615	Katherine Prentice		-66.70	-10,865.33
Check	1/13/2017	1613	SCC Board of Supe...		-60.35	-10,925.68
Total Checks and Payments					-10,925.68	-10,925.68
Deposits and Credits - 4 items						
Deposit	1/4/2017				647.08	647.08
Deposit	1/9/2017				1,542.68	2,189.76
Deposit	1/9/2017				1,784.97	3,974.73
Transfer	1/11/2017				35,000.00	38,974.73
Total Deposits and Credits					38,974.73	38,974.73
Total New Transactions					28,049.05	28,049.05
Ending Balance					<u>7,365.10</u>	<u>32,426.86</u>

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SEFD
Reconciliation Detail
Hughes Main Share, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.25
Cleared Balance						57.25
Register Balance as of 12/31/2016						57.25
Ending Balance						57.25

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SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,249.16
Cleared Balance						2,249.16
Register Balance as of 12/31/2016						2,249.16
Ending Balance						2,249.16

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SEFD
Reconciliation Detail
Hughes Premium Yield, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						84,051.86
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	12/13/2016			X	-35,000.00	-35,000.00
Transfer	12/28/2016			X	-35,000.00	-70,000.00
Total Checks and Payments					-70,000.00	-70,000.00
Deposits and Credits - 2 items						
Check	11/30/2016	553	Sonoita-Elgin Fire District	X	60,000.00	60,000.00
Check	12/15/2016	1354	Sonoita-Elgin Fire District	X	110,000.00	170,000.00
Total Deposits and Credits					170,000.00	170,000.00
Total Cleared Transactions					100,000.00	100,000.00
Cleared Balance					100,000.00	184,051.86
Register Balance as of 12/31/2016					100,000.00	184,051.86
Ending Balance					100,000.00	184,051.86

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SEFD
Reconciliation Detail
National Bank Money Market, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						292,907.54
Cleared Transactions						
Checks and Payments - 2 items						
Check	11/30/2016	553	Sonoita-Elgin Fire District	X	-60,000.00	-60,000.00
Check	12/28/2016			X	-20.00	-60,020.00
Total Checks and Payments					-60,020.00	-60,020.00
Deposits and Credits - 10 items						
Deposit	12/7/2016			X	1,171.51	1,171.51
Deposit	12/7/2016			X	3,097.04	4,268.55
Deposit	12/13/2016			X	25.00	4,293.55
Deposit	12/22/2016			X	3,629.40	7,922.95
Deposit	12/28/2016			X	536.00	8,458.95
Deposit	12/28/2016			X	850.00	9,308.95
Deposit	12/28/2016			X	3,279.96	12,588.91
Deposit	12/28/2016			X	3,544.46	16,133.37
Deposit	12/28/2016			X	20,561.50	36,694.87
Deposit	12/31/2016			X	10.47	36,705.34
Total Deposits and Credits					36,705.34	36,705.34
Total Cleared Transactions					-23,314.66	-23,314.66
Cleared Balance					-23,314.66	269,592.88
Register Balance as of 12/31/2016					-23,314.66	269,592.88
Ending Balance					-23,314.66	269,592.88

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SEFD
Reconciliation Detail
Chase - Checking, Period Ending 12/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,742.53
Cleared Transactions						
Checks and Payments - 31 items						
Check	11/15/2016	1301	Selectcom, Inc.	X	-4,054.39	-4,054.39
Check	11/28/2016	1324	Sonoita Valley Water Co., Inc.	X	-110.00	-4,164.39
Check	11/30/2016	1327	Walker & Armstrong LLP	X	-8,000.00	-12,164.39
Check	11/30/2016	1328	Jones-Wilson Insurance	X	-6,058.00	-18,222.39
Check	11/30/2016	1333	Jones-Wilson Insurance	X	-806.00	-19,028.39
Check	11/30/2016	1332	George Wagener	X	-330.33	-19,358.72
Check	11/30/2016	1330	Mountain Empire Rotary	X	-330.00	-19,688.72
Check	11/30/2016	1329	Verizon Wireless	X	-321.69	-20,010.41
Check	11/30/2016	1331	Quill Corporation	X	-145.20	-20,155.61
Check	12/15/2016	1354	Sonoita-Elgin Fire District	X	-110,000.00	-130,155.61
Check	12/15/2016	1334	The SoCo Group, Inc.	X	-4,253.40	-134,409.01
Check	12/15/2016	1346	Sulpher Springs Valley Electric Co-op	X	-1,187.26	-135,596.27
Check	12/15/2016	1343	Arizona Fire District Association	X	-765.00	-136,361.27
Check	12/15/2016	1345	Jones-Wilson Insurance	X	-711.00	-137,072.27
Check	12/15/2016	1350	Pima County Recorder	X	-593.68	-137,665.95
Check	12/15/2016	1353	Health Net (Medicare)	X	-560.03	-138,225.98
Check	12/15/2016	1337	Quill Corporation	X	-389.25	-138,615.23
Check	12/15/2016	1336	U.S. Department of Education	X	-226.81	-138,842.04
Check	12/15/2016	1340	Merles Automotive Supply	X	-205.94	-139,047.98
Check	12/15/2016	1349	Pima County Elections Department	X	-181.50	-139,229.48
Check	12/15/2016	1338	GreatAmerica Financial Svcs.	X	-127.21	-139,356.69
Check	12/15/2016	1352	Direct TV	X	-121.98	-139,478.67
Check	12/15/2016	1351	Santa Cruz County Recorder	X	-99.80	-139,578.47
Check	12/15/2016	1344	Trans World Network Corp.	X	-80.33	-139,658.80
Check	12/15/2016	1348	Truly Nolen of America, Inc.	X	-42.00	-139,700.80
Check	12/15/2016	1341	Nogales International	X	-41.60	-139,742.40
Check	12/15/2016	1342	SCC Board of Supervisors	X	-35.70	-139,778.10
Check	12/16/2016	1355	Petty Cash	X	-625.15	-140,403.25
Transfer	12/19/2016			X	-88,000.00	-228,403.25
Check	12/23/2016	1356	APC Equipment and Mfg. Inc.	X	-4,593.00	-232,996.25
Check	12/31/2016			X	-47.35	-233,043.60
Total Checks and Payments					-233,043.60	-233,043.60
Deposits and Credits - 6 items						
Transfer	12/6/2016			X	15,000.00	15,000.00
Transfer	12/14/2016			X	26,484.52	41,484.52
Transfer	12/14/2016			X	178,408.20	219,892.72
Transfer	12/23/2016			X	4,500.00	224,392.72
Transfer	12/29/2016			X	7,000.00	231,392.72
Transfer	12/30/2016			X	12,500.00	243,892.72
Total Deposits and Credits					243,892.72	243,892.72
Total Cleared Transactions					10,849.12	10,849.12
Cleared Balance					10,849.12	21,591.65
Uncleared Transactions						
Checks and Payments - 16 items						
Check	5/31/2016	1102	Sonoita Elgin Fire Fighter's Association		-25.00	-25.00
Check	9/30/2016	1247	Matthew Ogle		-42.92	-67.92
Check	10/14/2016	1260	Sonoita Auto Service Center		-28.00	-95.92
Check	12/15/2016	1347	AERO Med Claims		-1,585.66	-1,681.58
Check	12/15/2016	1335	Galls Tucson Retail Showroom		-165.55	-1,847.13
Check	12/15/2016	1339	T.J. O'Neill		-8.64	-1,855.77
Check	12/28/2016	1357	Health Net of Arizona		-6,642.42	-8,498.19
Check	12/28/2016	1358	SecureCare Dental		-337.36	-8,835.55
Check	12/30/2016	1365	Stryker		-5,900.75	-14,736.30
Check	12/30/2016	1361	PSPRS		-4,066.10	-18,802.40
Check	12/30/2016	1359	Southwest Septic Service		-1,338.36	-20,140.76
Check	12/30/2016	1360	Arizona State Retirement System		-485.86	-20,626.62
Check	12/30/2016	1363	Brian Jackson		-138.27	-20,764.89
Check	12/30/2016	1364	CJ Putnam		-137.85	-20,902.74

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SEFD
Reconciliation Detail
Chase - Checking, Period Ending 12/31/2016

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Check	12/30/2016	1362	Matthew Ogle		-116.42	-21,019.16
Check	12/30/2016	1366	Quill Corporation		-85.69	-21,104.85
Total Checks and Payments					-21,104.85	-21,104.85
Total Uncleared Transactions					-21,104.85	-21,104.85
Register Balance as of 12/31/2016					-10,255.73	486.80
New Transactions						
Deposits and Credits - 1 item						
Transfer	1/5/2017				57,702.55	57,702.55
Total Deposits and Credits					57,702.55	57,702.55
Total New Transactions					57,702.55	57,702.55
Ending Balance					47,446.82	58,189.35

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	December-16		\$ 178,408.20
State Pool Investment		5.86 3.33	9.19
Levied Revenue Earned			
	87462	10,643.47	57,693.36
	87490	7,953.52	
	87498	998.99	
	87512	4,459.39	
	87540	1,861.28	
	87550	10,299.68	
	87571	5,285.54	
	87604	1,027.67	
	87613	5,732.36	
	87625	2,272.05	
	87639	3,832.70	
	87651	3,326.71	
Check#	43084	(178,408.20)	(178,408.20)
Journal Entries	JE-000	-	-
Ending Balance	December-16		<u>\$ 57,702.55</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

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
Remittance of Revenue Collected for the Period: DEC-2016
As of January 13, 2016

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

\$ 9,653.63

Real Estate Taxes	Amount
Tax Year 2016	8,514.72
Tax Year 2015	178.55
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Subtotal Real Estate Taxes	<u>8,693.27</u>

Personal Property Taxes Collected	Amount
Tax Year 2016	8.93
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Subtotal Personal Property Taxes Collected	<u>8.93</u>

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

Fire District Assistance	Amount
Tax Year 2016	884.98
Tax Year 2015	50.81
Tax Year 2014	0.23

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
Remittance of Revenue Collected for the Period: DEC-2016
As of January 13, 2016

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

\$ 9,653.63

Tax Year 2013	(0.01)	
Tax Year 2012	0.02	
Tax Year 2011	0.01	
Tax Year 2010	0.01	

Subtotal Fire District Assistance 936.05

<u>Investment Income</u>	<u>Amount</u>	
Interest Allocation	15.38	

Subtotal Investment Income 15.38

Grand Total 9,653.63

SEFD		Cash Flow Forecast																	
July 1, 2016 through June 30, 2017		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Budget		2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2017	2017	2017	2017	2017	2017
Revenues		2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2016	2017	2017	2017	2017	2017	2017
Fire District Tax																			
Santa Cruz County	779,154	2,358	2,631	52,482	170,449	178,403	57,693	36,284	27,423	29,824	78,786	101,462	41,359	779,154					
Pima County	125,644	3,141	1,158	12,178	27,436	22,311	8,702	1,521	3,038	8,554	15,301	13,012	9,292	125,644					
Fire District Assistance Tax																			
Santa Cruz County	41,123						20,562							41,123					
Pima County	22,577	215	172	1,861	5,716	4,168	936	335	819	1,146	4,131	2,358	720	22,577					
EMS Support	2,200			1,376	832									2,200					
Ambulance Revenues	225,000	14,028	19,111	25,557	28,670	22,263	24,869	14,362	17,556	24,016	14,560	4,854	15,154	225,000					
Fundraising Events	3,600				140	180	5	480	590	440				3,600					
Donations	5,200	250		-612	200	530	40			500				5,200					
Restricted Grants	0													0					
SEFD CP Grant						1,590								1,590					
Interest Income	700	222	18	76	331	151	46	50	22	22	20	23		700					
Rental Income	400	120		70			45	90		40	20	15		400					
Miscellaneous Income		3					706							709					
Prior Year Carryforward	34,159													34,159					
Total Revenues	1,239,757	20,337	23,090	92,988	233,774	229,596	113,604	53,122	49,448	64,542	112,818	122,074	92,793	1,242,345					
Operating Expenses																			
Salaries	550,217	47,523	55,185	51,354	45,843	51,565	52,433	46,236	46,504	44,395	50,628	51,012	48,840	591,518					
Wildland Labor						10,455								10,455					
Vacation/Holiday	45,951	5,474	1,613	1,304	1,905	2,535	2,531	2,707	3,269	697	729	1,498	15,935	40,197					
Coverage	3,500									300			2,713	3,013					
Stipend Transport	58,400	5,520	5,830	8,240	6,720	7,760	4,880	4,812	4,725	5,887	2,475	1,551	1,667	58,400					
Weekend Stipend	20,000	720	800	1,040	1,120	1,440	1,440	1,667	1,667	1,667	1,667	1,667	1,667	16,560					
Payroll Taxes	22,000	2,439	2,954	2,598	2,260	3,025	2,155	2,621	2,186	2,003	2,234	2,152	1,159	27,786					
Workman's Compensation	35,000		2,559	160					7,328		11,368	6,987	1,110	29,512					
PSPRS	70,000	4,392	194	9,711	3,804	4,409	4,218	10,163	5,069	4,409	5,499	6,303	9,723	67,894					
ASRS	5,500	491	-38	1,009	457	495	488	545	465	971	332			5,215					
Health Insurance	43,200	4,469	4,959	4,119	4,331	4,456	4,419	4,706	3,608	3,308	3,732	3,564		45,671					
Physicals	8,800	1,120				246		102		1,069	4,274	54	1,935	8,800					
Clothing Allowance	8,400		540	388	837	171	318	1,021	210	683	330	1,610		6,108					
Training	20,000	6,920	-140	2,337	15	-140	2,055		3,980					15,027					
Chief Education	3,400	227	227	227	227	227	227	222	222	222	222	443	737	3,430					
EMS Consumables	15,000	880	1,207	2,143	521	8,758	-7,165	765	120	155	1,450	1,021	3,876	13,731					
Maintenance Plans	4,500	3,651						775					74	4,500					
Oral Hydration Fluids	1,200					287			316					1,200					
Fire Prevention Education	1,500													1,291					
Office Expense & Postage	10,000	667	1,699	1,012	1,944	559	882	803	948	1,466	64	500		10,544					
Recruitment & Retention	11,000	-364	990	1,879	1,408	433	1,699	1,492	65	500	-92	450	2,540	11,000					
Payroll Preparation	4,500	298	293	299	299	317	947	381	299	296	577	280	214	4,500					
Ambulance Billing	18,000	990	1,121	1,516	1,948	2,354	1,586	1,955	1,182	1,397	1,446		2,451	17,946					
Equipment Rental	2,300		324	127	127	127	127	127	127	127	127	127	127	1,467					
Internet Provider	2,000		200	227	117	263	80	116	79	608	117	117	76	2,000					
Bank Charges	800	46	47	65	86	45	67	71	41	40	42	17	85	652					
Background Checks	1,200	300							380				520	1,200					

