

SEFD Board Packet

27 July 2020

- Agenda
- Minutes 22 June & 30 June
- Notice of Intention to Speak
- Reconciliation & Review sheet
- Balance Sheet
- P & L
- Approval of Financial Documents
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 - 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, July 27, 2020. 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 9: am. local time.

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:

AGENDA:

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

Call to the Public. Limited to 3 minutes

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 June 22 & 30, 2020.**
- 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) Strategic Planning
 - I) Palominas
 - J) Department of Corrections:

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

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 June, 2020 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 possible action to adopt the HR policy manual replace all He / She to Member, along with other updates: Board / Staff

5) Discussion / update on distribution of questionnaire; A. Dorney/Staff

6) *Discussion and direction by Human Resource Strategies on Chief DeWolf annual review. The Board may choose to go into executive session see NOTICE below: R. Webber*

7) Adjournment:

Governing board members may attend telephonically.

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).

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: June 19, 2020. At 10:00 Local Time

By _____ Kathy L. Goodwin, Admin to the SEFD Fire Chief



SONOITA-ELGIN FIRE DISTRICT

“PROUD PAST STRONG FUTURE”



July 20, 2020

Chief Joseph DeWolf:

This letter serves to advise you that pursuant to A.R.S. 38-431.03(A)(1), the Fire Board of Sonoita-Elgin Fire District may meet in executive session at its meeting on July 27, 2020 at 0900 hours in accordance with the attached Agenda posted for that meeting. The purpose of the potential executive session is to discuss your annual performance evaluation.

Under A.R.S. 38-431.03(A)(1), you are entitled to request that any “discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation” regarding yourself, take place during the Sonoita-Elgin Fire District’s public meeting rather than in executive session, by contacting the SEFD office not later than one hour prior to the start of the meeting.

Please indicate by signature below whether or not you are willing to allow the Fire Board to conduct this matter in Executive Session. If you do not wish to have this discussion conducted in executive session, please note accordingly, and the Fire Board will hold the discussion publicly.

I hereby acknowledge and consent to the Sonoita-Elgin Fire District Governing Board discussing my annual performance evaluation in Executive Session.

I hereby request that the Sonoita-Elgin Fire District Governing Board conduct any discussion regarding my annual performance evaluation in public session.

Joseph M. DeWolf
(Signature) (Date)

July 23, 2020

**Minutes to the special meeting of the Board of Directors of the Sonoita-Elgin Fire District
Tuesday, June 30, 2020
0900**

Call to Order

Pledge of Allegiance

Roll Call – Present: Dorney, Webber, Johnson. Absent: Archibald, Bahti. Also present were: Chief De Wolf, Sink, Rutter and Goodwin.

Call to the Public – no members of the public were present.

Discussion and Possible Action on adopting a FY2021 Budget – Motion was made by ^{Webber} Weber to adopted the budget as presented, seconded by Dorney; Webber advised that she had the Proxy for Archibald, and same had been given to her under witness of Laura Sink and Joseph M. De Wolf, Proxy Vote for Archibald was Aye. There was no further discussion and all other Board members present voted Aye, motion carried unanimously.

Discussion and Possible Action on Chief's Review – Tabled to July 27, 2020 meeting.

Discussion and Possible Action on HR Policy Changes – Tabled to July 27, 2020 meeting.

Adjournment – Motion to adjourn was made by Dorney, seconded by Webber, motion carried unanimously.

Minutes approved on July 27, 2020, *Reba Webber*, Board Clerk.

Reba Webber



Administrative Review of August 2019 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
27 July 2020
9 a.m.

Approval of PRELIMINARY Financial Documents as presented to the Board of Directors of the Sonoita-Elgin Fire District for the month of June 2020.

We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the PRELIMINARY June 2020 financial reports as presented.

Susan Archibald, member

Kurt Bahti, Member

Reba Webber, Clerk

Christopher Johnson, Chair

Annette Dorney, member

**Sonoita-Elgin FD
Preliminary Balance Sheet
As of June 30, 2020**

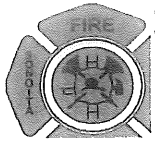
	A	B	C	D	E
1					June 30, 2020
2				ASSETS	
3				Checking/Savings	
4				Chase Checking	4,691.99
5				Chase Savings	375,526.61
6				Hughes Checking	17,942.89
7				Hughes High Yield	2,013.63
8				Hughes Main Share	57.67
9				Hughes Premium	230,765.06
10				National Bank Money Market	114,383.47
11				Petty Cash	<u>700.00</u>
12				Subtotal Checking/Savings	<u>746,081.32</u>
13					
14				Accrued Taxes	
15				Pima County Treasurer	4,111.99
16				SCC Treasurer	<u>11,570.17</u>
17				Subtotal Accrued Taxes	<u>15,682.16</u>
18					
19				TOTAL ASSETS	<u>761,763.48</u>
20					
21				EQUITY	
22				Fund Balance - Unrestricted	755,177.36
23				Net Income July 2019-June2020	<u>6,586.12</u>
24					
25				TOTAL EQUITY	<u>761,763.48</u>

Sonoita-Elgin FD
PRELIMINARY
Profit & Loss Budget vs Actual
for the year ended June 30, 2020

	A	B	C	D	E	F	G	H	I	J	K
1											
2					June 2020		July 2019-June 2020		Annual Budget		% of Budget
3				Budgeted Income/Expense							100.0%
4				Budgeted Income							
5				Santa Cruz County Taxes	11,564.60		887,392.44		905,170.00		98.04%
6				Pima County Taxes	3,688.36		123,393.81		127,166.00		97.03%
7				FDAT - Santa Cruz	24,532.50		49,065.00		49,065.00		100.0%
8				FDAT - Pima County	405.72		26,007.36		25,433.00		102.26%
9				Fire Suppression	0.00		11,192.28		35,000.00		31.98%
10				EMS Support	0.00		2,815.20		2,200.00		127.96%
11				Ambulance Revenue	55,576.77		299,723.15		280,000.00		107.04%
12				PPE Purchase	0.00		0.00		64,250.00		0.0%
13				Interest Income	45.05		3,626.91		800.00		453.36%
14				Rental Income	70.00		270.00		400.00		67.5%
15				Prior Year Carryforward	0.00		0.00		34,351.00		0.0%
16				Total Budgeted Income	95,883.00		1,403,486.15		1,523,835.00		92.1%
17											
18				Budgeted Expenses							
19				Salaries	59,593.03		577,692.91		577,031.00		100.12%
20				Sick Time Pay	27.02		3,698.40		9,400.00		39.35%
21				Vacation/Holiday	716.17		31,161.22		45,000.00		69.25%
22				Transport Stipend	6,457.85		71,790.82		78,400.00		91.57%
23				Payroll Taxes	2,322.05		31,260.39		30,000.00		104.2%
24				PSPRS	12,057.85		74,956.58		75,000.00		99.94%
25				ASRS	1,321.86		15,850.22		15,500.00		102.26%
26				Employee Health Insurance	6,146.40		65,365.79		71,400.00		91.55%
27				Physicals & Exams	0.00		8,033.06		8,800.00		91.29%
28				Copper Point - Workman's Comp	0.00		33,876.00		39,373.00		86.04%
29				Clothing Allowance	2,933.31		7,871.96		8,400.00		93.71%
30				Training	2,967.18		41,511.52		30,589.00		135.71%
31				EMS Consumables	2,598.04		17,628.94		15,000.00		117.53%
32				Maintenance Plans	0.00		1,872.45		4,500.00		41.61%
33				Oral Hydration Fluids	0.00		143.52		1,200.00		11.96%
34				Fire Prevention Education	0.00		103.21		1,000.00		10.32%
35				Office Expense & Postage	1,728.80		8,881.43		10,000.00		88.81%
36				Recruitment & Retention	3,691.11		11,618.00		11,000.00		105.62%
37				Payroll Preparation	331.11		3,666.22		4,500.00		81.47%
38				Ambulance Billing	1,235.98		20,859.93		22,500.00		92.71%
39				Equipment Rental	127.21		1,564.40		1,800.00		86.91%
40				Internet Provider	701.42		4,596.70		2,400.00		191.53%
41				Bank Charges	54.39		858.66		800.00		107.33%
42				Background Checks	60.00		560.00		1,200.00		46.67%
43				Legal Fees	0.00		13,934.58		7,800.00		178.65%
44				Accounting	0.00		8,300.00		8,500.00		97.65%
45				Bookkeeper	1,250.00		15,000.00		15,000.00		100.0%
46				Telephone	1,356.32		11,967.88		14,000.00		85.49%
47				Batteries & Repair	0.00		644.41		3,000.00		21.48%
48				Computer & IT Support	250.00		2,831.92		4,000.00		70.8%
49				Dispatch	0.00		8,270.44		11,075.00		74.68%
50				Utilities	1,048.61		13,617.60		17,000.00		80.1%
51				Insurance	(149.00)		30,248.00		30,000.00		100.83%
52				Fuel	245.05		24,343.41		26,000.00		93.63%

Sonoita-Elgin FD
PRELIMINARY
Profit & Loss Budget vs Actual
for the year ended June 30, 2020

	A	B	C	D	E	F	G	H	I	J	K
1											
2					June 2020	July 2019-June 2020		Annual Budget			% of Budget
53				Building & Grounds & Pests	2,041.23	8,928.27		9,000.00			99.2%
54				Vehicle Maintenance	1,427.43	45,923.02		36,500.00			125.82%
55				Equipment Replacement	0.00	9,055.17		6,000.00			150.92%
56				Station & Fire Supplies	1,375.35	8,927.45		10,000.00			89.28%
57				Suppression Foam	1,537.78	1,537.78		3,600.00			42.72%
58				Interest Expense	0.00	0.00		500.00			0.0%
59				Computer & Radio	45.54	705.47		4,000.00			17.64%
60				Communication to Residents	148.91	148.91		500.00			29.78%
61				Financial Stability Reserve	7,525.00	44,782.01		54,522.00			82.14%
62				Membership Dues & Subscriptions	109.16	3,907.64		4,000.00			97.69%
63				PPE Expense	0.00	54,995.47		64,250.00			85.6%
64				Miscellaneous	3,164.15	0.00					
65				Capital Payments - Apparatus	0.00	80,973.21		80,992.00			99.98%
66				Capital Payment - Ambulance	0.00	22,816.29		23,297.00			97.94%
67				Capital Outlay - PPE	0.00	0.00		6,500.00			0.0%
68				SCBA's	0.00	0.00		9,000.00			0.0%
69				Unknown Other Equipment	0.00	10,821.43		10,006.00			108.15%
70				Total Budgeted Expenses	126,446.31	1,458,102.69		1,523,835.00			95.69%
71											
72				Net Budgeted Loss	(30,563.31)	(54,616.54)		0.00			100.0%
73											
74				Unbudgeted Income/Expense							
75				Unbudgeted Income							
76				Palominas Fire District	14,625.00	95,875.00					
77				Safer Grant 2016	0.00	62,400.00					
78				Fuels Grant Revenue	0.00	63,661.11					
79				Apparatus Sale	0.00	10,900.00					
80				Donations	1,050.00	4,561.57					
81				Miscellaneous Income	0.00	336.52					
82				Total Unbudgeted Income	15,675.00	237,734.20					
83				Unbudgeted Expenses							
84				Palominas FD-Chief Salary	4,333.34	52,000.08					
85				Wildland Labor	646.06	837.02					
86				Wildland Expenses	470.16	470.16					
87				Safer 2016 Expenses	6,480.00	58,720.00					
88				Use of Truck Sale Proceeds	0.00	5,517.37					
89				Fuels Grant Labor	0.00	40,680.88					
90				Fuels Grant Equipment	0.00	2,329.22					
91				Cardiac Monitors	0.00	15,976.81					
92				Total Unbudgeted Expenses	11,929.56	176,531.54					
93											
94				Net Unbudgeted Income	3,745.44	61,202.66					
95											
96				Net Overall Income (Loss)	(26,817.87)	6,586.12		0.00			100.0%



SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

June 2020

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

Reconciled by *Dick Butler*

Dates of reconciliation July 13st and July 15th, 2020

11:15 AM

07/15/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Main Share, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.67
Cleared Balance						57.67
Register Balance as of 06/30/2020						57.67
Ending Balance						<u>57.67</u>

Handwritten: 07/15/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 32 items						
Deposit	05/29/2020			X	592.55	592.55
Deposit	06/01/2020			X	2.04	594.59
Deposit	06/02/2020			X	1,240.45	1,835.04
Deposit	06/03/2020			X	90.51	1,925.55
Deposit	06/03/2020			X	713.23	2,638.78
Deposit	06/04/2020			X	641.55	3,280.33
Deposit	06/04/2020			X	1,461.52	4,741.85
Deposit	06/08/2020			X	1,240.45	5,982.30
Deposit	06/08/2020			X	1,240.45	7,222.75
Deposit	06/09/2020			X	850.82	8,073.57
Transfer	06/09/2020			X	40,000.00	48,073.57
Deposit	06/10/2020			X	1,045.33	49,118.90
Deposit	06/11/2020			X	183.54	49,302.44
Deposit	06/12/2020			X	499.12	49,801.56
Deposit	06/12/2020			X	1,527.35	51,328.91
Deposit	06/15/2020			X	178.84	51,507.75
Deposit	06/15/2020			X	203.23	51,710.98
Deposit	06/16/2020			X	1,167.80	52,878.78
Deposit	06/18/2020			X	1,240.45	54,119.23
Deposit	06/18/2020			X	1,436.34	55,555.57
Deposit	06/19/2020			X	190.61	55,746.18
Deposit	06/19/2020			X	316.41	56,062.59
Deposit	06/19/2020			X	433.89	56,496.48
Deposit	06/19/2020			X	776.81	57,273.29
Deposit	06/23/2020			X	1,408.47	58,681.76
Deposit	06/24/2020			X	1,578.70	60,260.46
Deposit	06/24/2020			X	2,113.57	62,374.03
Transfer	06/25/2020			X	20,000.00	82,374.03
Transfer	06/25/2020			X	30,000.00	112,374.03
Deposit	06/29/2020			X	929.72	113,303.75
Deposit	06/30/2020			X	642.48	113,946.23
Deposit	06/30/2020			X	783.98	114,730.21
Total Deposits and Credits					114,730.21	114,730.21
Total Cleared Transactions					9,856.53	9,856.53
Cleared Balance					9,856.53	30,463.96
Uncleared Transactions						
Checks and Payments - 38 items						
General Journal	04/15/2019	1000581	Michael Doris		-320.00	-320.00
Check	06/10/2019				-20.00	-340.00
General Journal	07/15/2019	0	Benjamin Beyerle		-99.89	-439.89
General Journal	07/15/2019	2320	John Hisey-Long		-96.19	-536.08
Check	08/29/2019	2399	Lincare Holdings, Inc.		-90.00	-626.08
Check	08/29/2019	2403	Colonial Life		-72.44	-698.52
General Journal	11/29/2019	1000890	Madeleine Pier		-99.90	-798.42
General Journal	12/31/2019	1000941	Jacob Rosson		-414.41	-1,212.83
General Journal	01/31/2020	1000986	Jacob Rosson		-233.11	-1,445.94
General Journal	02/14/2020	0	Aaron K Sapienza		-317.00	-1,762.94
Check	02/28/2020	2563	Kurt Bahti		-427.28	-2,190.22
General Journal	05/29/2020	1001126	Jeffrey Binder		-160.00	-2,350.22
General Journal	05/29/2020	1001131	Parker King		-80.00	-2,430.22
Check	06/01/2020	2685	Erik Ceron		-960.00	-3,390.22
Check	06/30/2020		Public Safety Personnel Retirement System		-5,853.88	-9,244.10
Check	06/30/2020		Arizona State Retirement System		-1,324.10	-10,568.20
General Journal	06/30/2020	1001173	Rosalia Vitella		-1,200.00	-11,768.20
General Journal	06/30/2020	1001177	Jeremy Charles-Johnson		-1,070.15	-12,838.35
General Journal	06/30/2020	1001169	Karina Hilliard		-1,040.00	-13,878.35
General Journal	06/30/2020	1001165	Jeffrey Binder		-960.00	-14,838.35
General Journal	06/30/2020	1001170	Parker King		-800.00	-15,638.35
General Journal	06/30/2020	1001167	Jade Deforest		-640.00	-16,278.35
Check	06/30/2020	2691	Verizon Wireless		-569.69	-16,848.04
General Journal	06/30/2020	1001171	Anika Payton-Rodriguez		-560.00	-17,408.04
Check	06/30/2020	2694	CenturyLink		-426.19	-17,834.23
Check	06/30/2020	2700	Erik Ceron		-379.35	-18,213.58
General Journal	06/30/2020	1001172	Brandon Sluder		-320.00	-18,533.58

DL
7/15/20

11:51 AM

07/15/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	06/30/2020	1001166	Austin Dail		-320.00	-18,853.58
Check	06/30/2020	2688	Parker King		-300.08	-19,153.66
Check	06/30/2020	2690	Sonoita Valley Water Co		-167.09	-19,320.75
Check	06/30/2020	2687	Jacob Rosson		-143.22	-19,463.97
Check	06/30/2020	2695	GreatAmerica Financial Services		-127.21	-19,591.18
Check	06/30/2020	2689	Bill Bruyn		-122.76	-19,713.94
Check	06/30/2020	2696	Colonial Life		-72.44	-19,786.38
Check	06/30/2020	2693	Valley Imaging Solutions		-62.64	-19,849.02
Check	06/30/2020	2697	Voyager Fleet System		-52.88	-19,901.90
Check	06/30/2020	2692	Valley Imaging Solutions		-46.16	-19,948.06
Check	06/30/2020	2698	GuardianEMS Products		-14.80	-19,962.86
Total Checks and Payments					-19,962.86	-19,962.86
Deposits and Credits - 2 items						
Deposit	06/29/2020				6,301.34	6,301.34
Deposit	06/30/2020				1,140.45	7,441.79
Total Deposits and Credits					7,441.79	7,441.79
Total Uncleared Transactions					-12,521.07	-12,521.07
Register Balance as of 06/30/2020					-2,664.54	17,942.89
Ending Balance					-2,664.54	17,942.89

11:17 AM

07/15/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes High Yield, Period Ending 06/30/2020

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						2,013.63
Cleared Balance						2,013.63
Register Balance as of 06/30/2020						2,013.63
Ending Balance						<u>2,013.63</u>

*02
7-15-20*

Sonoita-Elgin FD
Reconciliation Detail
Hughes Premium, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						250,765.06
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	06/09/2020			X	-40,000.00	-40,000.00
Transfer	06/25/2020			X	-30,000.00	-70,000.00
Transfer	06/25/2020			X	-20,000.00	-90,000.00
Total Checks and Payments					-90,000.00	-90,000.00
Deposits and Credits - 2 items						
Check	05/31/2020	2028	Sonoita-Elgin Fire District	X	0.00	0.00
Check	06/15/2020	2029	Sonoita-Elgin Fire District	X	70,000.00	70,000.00
Total Deposits and Credits					70,000.00	70,000.00
Total Cleared Transactions					-20,000.00	-20,000.00
Cleared Balance					-20,000.00	230,765.06
Register Balance as of 06/30/2020					-20,000.00	230,765.06
New Transactions						
Checks and Payments - 1 item						
Transfer	07/10/2020				-30,000.00	-30,000.00
Total Checks and Payments					-30,000.00	-30,000.00
Total New Transactions					-30,000.00	-30,000.00
Ending Balance					-50,000.00	200,765.06

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07/13/20

Sonoita-Elgin FD
Reconciliation Detail
National Bank Money Market, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						66,828.81
Cleared Transactions						
Checks and Payments - 4 items						
Check	06/12/2020			X	-7,099.88	-7,099.88
Check	06/25/2020			X	-4,092.28	-11,192.16
Check	06/30/2020			X	-530.46	-11,722.62
Check	06/30/2020			X	-6.00	-11,728.62
Total Checks and Payments					-11,728.62	-11,728.62
Deposits and Credits - 12 items						
Deposit	06/03/2020			X	187.00	187.00
Deposit	06/03/2020			X	3,160.52	3,347.52
Deposit	06/08/2020			X	3,239.42	6,586.94
Deposit	06/08/2020			X	24,567.50	31,154.44
Deposit	06/10/2020			X	1,151.90	32,306.34
Deposit	06/10/2020			X	2,697.16	35,003.50
Deposit	06/18/2020			X	4,662.70	39,666.20
Deposit	06/26/2020			X	1,786.21	41,452.41
Deposit	06/26/2020			X	7,500.00	48,952.41
Deposit	06/30/2020			X	3.86	48,956.27
Deposit	06/30/2020			X	2,177.01	51,133.28
Deposit	06/30/2020			X	8,150.00	59,283.28
Total Deposits and Credits					59,283.28	59,283.28
Total Cleared Transactions					47,554.66	47,554.66
Cleared Balance					47,554.66	114,383.47
Register Balance as of 06/30/2020					47,554.66	114,383.47
Ending Balance					47,554.66	114,383.47

7-13-20

Sonoita-Elgin FD
Reconciliation Detail
Chase Checking, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						19,048.67
Cleared Transactions						
Checks and Payments - 11 items						
Check	05/28/2020	2024	Simpson Computer Services	X	-979.20	-979.20
Check	05/29/2020	2026	EMH Health	X	-7,688.10	-8,667.30
Check	05/29/2020	2027	Vicki J Rutter	X	-1,250.00	-9,917.30
Check	05/29/2020		Nationwide	X	-420.45	-10,337.75
Check	05/29/2020		Nationwide	X	-386.41	-10,724.16
Check	06/15/2020	2029	Sonoita-Elgin Fire District	X	-70,000.00	-80,724.16
Check	06/16/2020		Nationwide	X	-423.76	-81,147.92
Check	06/16/2020		Nationwide	X	-385.00	-81,532.92
Check	06/30/2020		Nationwide	X	-479.99	-82,012.91
Check	06/30/2020		Nationwide	X	-445.65	-82,458.56
Check	06/30/2020		Nationwide	X	-48.39	-82,506.95
Total Checks and Payments					-82,506.95	-82,506.95
Deposits and Credits - 6 items						
Check	05/29/2020	2025	United Fire	X	0.00	0.00
Check	05/31/2020	2028	Sonoita-Elgin Fire District	X	0.00	0.00
Transfer	06/01/2020			X	58,408.07	58,408.07
Transfer	06/08/2020			X	11,130.40	69,538.47
Check	06/16/2020		Arizona State Retirement System	X	0.00	69,538.47
Transfer	06/30/2020			X	15,000.00	84,538.47
Total Deposits and Credits					84,538.47	84,538.47
Total Cleared Transactions					2,031.52	2,031.52
Cleared Balance					2,031.52	21,080.19
Uncleared Transactions						
Checks and Payments - 11 items						
Check	06/30/2020	2035	EMH Health		-7,688.10	-7,688.10
Check	06/30/2020	2033	L.N. Curtis and Sons		-2,688.72	-10,376.82
Check	06/30/2020	2030	Rita Ranch Automotive & Tire		-1,854.21	-12,231.03
Check	06/30/2020	2031	Jeri's Old Town Uniforms		-1,398.43	-13,629.46
Check	06/30/2020	2032	Vicki J Rutter		-1,305.91	-14,935.37
Check	06/30/2020	2036	Bound Tree Medical		-1,289.73	-16,225.10
Check	06/30/2020	2034	Principal Life Insurance Company		-780.66	-17,005.76
Check	06/30/2020	2040	FX Tactical		-410.81	-17,416.57
Check	06/30/2020	2039	Simpson Computer Services		-250.00	-17,666.57
Check	06/30/2020	2037	Verizon Wireless		-60.06	-17,726.63
Check	06/30/2020	2038	AZ Department of Public Safety		-60.00	-17,786.63
Total Checks and Payments					-17,786.63	-17,786.63
Deposits and Credits - 1 item						
Transfer	06/30/2020				4,111.99	4,111.99
Total Deposits and Credits					4,111.99	4,111.99
Total Uncleared Transactions					-13,674.64	-13,674.64
Register Balance as of 06/30/2020					-11,643.12	7,405.55
New Transactions						
Deposits and Credits - 1 item						
Transfer	07/07/2020				11,570.17	11,570.17
Total Deposits and Credits					11,570.17	11,570.17
Total New Transactions					11,570.17	11,570.17
Ending Balance					-72.95	18,975.72

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07/15/20

Sonoita-Elgin FD
Reconciliation Detail
Chase Savings, Period Ending 06/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						384,209.60
Cleared Transactions						
Checks and Payments - 1 item						
Transfer	06/30/2020			X	-15,000.00	-15,000.00
Total Checks and Payments					-15,000.00	-15,000.00
Deposits and Credits - 2 items						
Deposit	06/29/2020			X	6,301.34	6,301.34
Deposit	06/30/2020			X	15.67	6,317.01
Total Deposits and Credits					6,317.01	6,317.01
Total Cleared Transactions					-8,682.99	-8,682.99
Cleared Balance					-8,682.99	375,526.61
Register Balance as of 06/30/2020					-8,682.99	375,526.61
Ending Balance					-8,682.99	375,526.61

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Pima County Treasurer

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
Remittance of Revenue Collected for the Period: JUN-2020
As of July 15, 2020

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

\$ 4,111.99

Real Estate Taxes	Amount
Tax Year 2007	-
Tax Year 2019	3,659.56
Tax Year 2018	-
Tax Year 2017	-
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2008	-
Subtotal Real Estate Taxes	<u>3,659.56</u>

Personal Property Taxes Collected	Amount
Tax Year 2007	-
Tax Year 2019	28.80
Tax Year 2018	-
Tax Year 2017	-
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2008	-
Subtotal Personal Property Taxes Collected	<u>28.80</u>

In-Lieu Taxes Collected	Amount
Tax Year 2007	-

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
 Remittance of Revenue Collected for the Period: JUN-2020
 As of July 15, 2020

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

\$ 4,111.99

Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2009	-
Tax Year 2008	-
<div style="text-align: right;">Subtotal In-Lieu Taxes Collected</div>	
	-

Fire District Assistance	Amount
Tax Year 2007	-
Tax Year 2019	405.30
Tax Year 2018	0.70
Tax Year 2017	(0.74)
Tax Year 2016	0.24
Tax Year 2015	0.14
Tax Year 2014	0.05
Tax Year 2013	0.02
Tax Year 2012	-
Tax Year 2011	0.01
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2008	-
<div style="text-align: right;">Subtotal Fire District Assistance</div>	
	405.72

Investment Income	Amount
Interest Allocation	17.91
<div style="text-align: right;">Subtotal Investment Income</div>	
	17.91
<div style="text-align: right;">Grand Total</div>	
	<u><u>4,111.99</u></u>

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	June-20		\$ 58,408.07
State Pool Investment		4.35 1.22	5.57
Levied Revenue Earned			
	102450	(189.09)	11,564.60
	102461	651.91	
	102484	631.01	
	102499	388.41	
	102584	28.11	
	102599	28.09	
	102606	101.58	
	102611	3,227.94	
	102627	1,180.11	
	102645	520.85	
	102667	119.55	
	102688	102.35	
	102714	566.50	
	102727	59.58	
	102743	98.20	
	102758	91.23	
	102830	3,958.27	
Check#	47206	(58,408.07)	(58,408.07)
Journal Entries		-	
Ending Balance	June-20		<u>\$ 11,570.17</u>

Sonoita Fire District T52-2063
 Sonoita-Elgin Fire District

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



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Sonoita-Elgin Fire District															
1	PURPOSE OF THE CASH FLOW FORECAST IS TO SHOW ALL CASH IN AND CASH OUT ON A MONTHLY BASIS.															
2	PRELIMINARY Cash Flow Forecast															
3	THE CUMULATIVE CASH BALANCE MUST NOT GO BELOW ZERO.															
4			Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
5		Budget	July	August	September	October	November	December	January	February	March	April	May	June		
6		2019-2020	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	Total
7																
8	<u>Budgeted Revenues</u>															
9	Fire District Tax															
10	Santa Cruz County	905,170	8,554	3,762	2,342	200,469	226,575	100,526	48,053	28,463	19,198	179,485	58,400	11,565	887,392	
11	Pima County	127,166	1,386	1,478	15,301	45,179	6,249	5,049	2,625	4,990	6,537	23,441	8,949	3,688	124,872	
12	Fire District Assistance Tax															
13	Santa Cruz County	49,065						24,533						24,533	49,065	
14	Pima County	25,433	122	35	2,213	9,895	1,143	1,141	425	888	1,291	6,281	2,169	406	26,007	
15	Fire Suppression Income	35,000		1,210		7,433						2,550			11,192	
16	EMS Support	2,200				2,815									2,815	
17	Ambulance Revenues	280,000	16,248	14,838	22,565	28,033	14,000	23,751	20,198	23,346	28,783	38,431	15,983	55,577	301,754	
18	PPE Purchase	64,250														
19	Interest Income	800	761	208	135	550	146	199	802	168	65	501	42	45	3,622	
20	Rental Income	400			30	40		70	40	20				70	270	
21	Prior Year Carryforward	34,351													0	
22																
23	<u>Total Budgeted Revenues</u>	<u>1,523,835</u>	<u>27,072</u>	<u>21,531</u>	<u>42,586</u>	<u>294,414</u>	<u>248,113</u>	<u>155,268</u>	<u>72,143</u>	<u>57,874</u>	<u>55,874</u>	<u>250,688</u>	<u>85,543</u>	<u>95,883</u>	<u>1,406,990</u>	
24																
25	<u>Budgeted Operating Expenses</u>															
26	Salaries	577,031	46,823	45,147	45,244	44,944	47,782	48,252	46,628	47,085	49,109	49,162	47,924	59,593	577,693	
27	Sick Pay	9,400	602		368		444	93	3,936	1,115	562	204	284	27	3,698	
28	Vacation/Holiday	45,000	1,074	2,150	2,258	4,573	4,267	6,670	6,009	5,424	589	241	3,091	716	31,161	
29	Transport Stipend	78,400	6,576	6,282	6,661	7,210	5,056	5,875	6,009	5,424	6,439	5,551	4,251	6,458	71,791	
30	Payroll Taxes	30,000	2,358	2,449	2,750	3,187	3,326	3,287	3,514	2,311	2,278	1,562	1,916	2,322	31,260	
31	PSPRS	75,000	5,533	5,543	2,101	4,887	6,057	11,169	6,141	2,178	6,144	6,755	6,390	12,058	74,957	
32	ASRS	15,500	1,402	1,308	1,330	1,448	1,287	1,341	1,329	1,217	1,320	1,266	1,280	1,322	15,849	
33	Employee Health Insurance	71,400	4,815	5,053	4,803	3,840	4,544	(1,533)	12,217	7,998	5,146	6,190	6,146	6,146	65,366	
34	Physicals	8,800						1,871		1,144	4,340	677			8,033	
35	Workman's Compensation	39,373		9,161	160				6,443	9,262			8,850		33,876	
36	Clothing Allowance	8,400		236	798	191	36	36	247	3,085	8	75	227	2,933	7,872	
37	Training	30,589	15,613	1,779	4,644	162	3,741	3,708	3,658	1,659	1,003	1,930	648	2,967	41,512	
38	EMS Consumables	15,000	1,647	341	697	167	2,148	1,111	1,161	1,446	602	3,866	1,755	2,598	17,539	
39	Maintenance Plans	4,500									1,872				1,872	
40	Oral Hydration Fluids	1,200										144			144	
41	Fire Prevention Education	1,000									103				103	
42	Office Expense & Postage	10,000	202	561	276	1,739	504	487	706	1,356	236	134	951	1,729	8,881	
43	Recruitment & Retention	11,000	307	515	968	(148)	918	3,384	132	1,227	599	178	410	3,691	12,180	
44	Payroll Preparation	4,500	136		225	361	371	308	750	281	341	278	285	331	3,666	
45	Ambulance Billing	22,500	1,678	1,606	2,187	643	2,217	1,179	1,714	1,593	2,089	2,112	2,607	1,236	20,860	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
			Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
		Actual	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	Total
1	Sonoita-Elgin Fire District														
2	PRELIMINARY Cash Flow Forecast														
3	July 1, 2019 through June 30, 2020														
4		Budget													
5		2019-2020													
46	Equipment Rental	1,800	127		382	38	127	127	127	127	127	127	127	127	1,564
47	Internet Provider	2,400	123	294	299	299	299	299	299	1,067	218	393	300	701	4,592
48	Bank Charges	800	57	84	122	348	41	37	5	41	44	59	55	54	949
49	Background Checks	1,200		60	20		80	60				180	100	60	560
50	Legal Fees	7,800	195	1,540	3,601	(279)		4,164	195	420	562	1,614	1,923		13,935
51	Accounting Fees	8,500						6,000	2,300						8,300
52	Bookkeeper	15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
53	Telephone	14,000	979	987	983	992	991	931	925	925	1,180	1,035	1,058	1,356	12,343
54	Batteries & Repair	3,000			456								8		463
55	Computer & IT Support	4,000			88	363	97	7	1,048				979	250	2,832
56	Streetwise & Vera Earl Tower	11,075			8,271										8,271
57	Utilities	17,000	1,283	1,227	1,330	1,181	1,095	971	1,149	1,125	1,090	1,018	1,101	1,049	13,618
58	Insurance	30,000	163	7,047			7,047			7,042			9,098	-149	30,248
59	Fuel	26,000	4,947		209	5,096	3,827	488	488	5,713	97	185	3,536	245	24,343
60	Building Grounds & Pests	9,000	1,200	524	1,237	213	349	230	1,032	123	103	552	899	2,041	8,502
61	Vehicle Maintenance	36,500	4,062	738	3,431	13,472	14,320	2,664	983	396	2,197	669	2,426	1,427	46,785
62	Equipment Replacement	6,000		343	918		741	741	326		1,844	110			5,023
63	Station & Fire Supplies	10,000	259	1,264	764	671	1,514	2,265	468	813	2,149	135	1,226	1,375	12,904
64	Suppression Foam	3,600												1,538	1,538
65	Interest Expense - LOC	500												0	0
66	Computer/Radio	4,000				289	10			361				46	706
67	Financial Stability Reserve	54,522								37,257				7,525	44,782
68	Communication to Residents	500												149	149
69	Dues & Subscriptions	4,000	592	321	150	342	730	214	159	765	230		321	109	3,933
70	PPE Purchase	64,250											54,995		54,995
71	Miscellaneous													3164	3,164
72	Capital Reserve Funds														
73	Apparatus P&I	80,992		80,973											80,973
74	Ambulance P&I	23,297				22,816									22,816
75	PPE	6,500													0
76	SCBA's	9,000													0
77	Other Equipment	10,006						10,821							10,821
78	Total Budgeted Expenses	1,523,835	104,004	178,783	98,980	120,296	115,216	118,018	105,339	147,404	93,870	87,649	166,418	126,447	1,462,423
79															
80	Net Budgeted Revenues/Expenses		(76,933)	(157,252)	(56,394)	174,118	132,897	37,250	(33,195)	(89,529)	(37,996)	163,040	(80,874)	(30,564)	(55,433)

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Sonoita-Elgin Fire District														
2	PRELIMINARY Cash Flow Forecast														
3	July 1, 2019 through June 30, 2020														
4		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
5	Budget	July	August	September	October	November	December	January	February	March	April	May	June	June	June
6	2019-2020	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	2020
7															Total
81															
82															
83	Other Financing Sources														
84	Unbudgeted Revenue														
85	Palominas Fire District		14,625		16,250		14,625	8,125	6,500	8,125		13,000	14,625	95,875	
86	Fire Suppression Excess													0	
87	Safer Grant 2016		18,720			18,000			12,240		13,440			62,400	
88	Fuels Grant Revenue		634	1,000	700	1,063	2,250	3,325	32,872	125	25	22,176		64,170	
89	Apparatus Sales							10,000	900					10,900	
90	Miscellaneous Income							337						337	
91	Donations		200		780	792	293	100	712				1,050	3,927	
92	Total Unbudgeted Revenue	0	34,179	1,000	17,730	19,855	17,168	21,887	53,225	8,250	13,465	35,176	15,675	237,609	
93															
94	Unbudgeted Expenses														
95	Palominas FD - Chief's Salary		4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	4,333	52,000	
96	PFD Other Expenses													0	
97	Wildland Labor		191										646	837	
98	Wildland Expenses												470	470	
99	Safer 2016 Expenses		5,680	4,640	6,320	2,880	4,800	4,880	3,920	4,720	4,720	5,200	6,480	58,720	
100	Use of Truck Sale Proceeds									4,051		1,466		5,517	
101	Fuels Grant - Labor		218	2,073	9,125	10,618	8,634	4,474						40,681	
102	Fuels Grant - Equipment				222	16	734	991	167					2,130	
103	Cardiac Monitors		3,065	3,065	3,065	3,065	650							15,977	
104	Total Unbudgeted Expenses	13,297	14,303	17,417	23,066	20,913	19,151	14,679	8,421	13,104	9,053	11,000	11,930	176,333	
105															
106	Unbudgeted Revenue & Expenses	(13,297)	19,876	(16,417)	(5,335)	(1,058)	(1,983)	7,208	44,804	4,412	24,176	3,745	61,277		
107															
108	Net Overall Income (Loss)	0	(90,230)	(137,376)	(72,810)	168,782	131,839	(25,987)	(44,726)	(42,851)	167,451	(56,698)	(26,818)	5,844	
109															
110	Cash on Hand	759,255	669,073	531,697	457,410	626,192	757,914	765,708	720,982	678,132	845,583	788,581	761,763		
111															
112															
113															
114															
115															
		The Cash on Hand at June 30, 2020 was \$761,763. The Net Overall Income is projected to be \$5844.													
		at fiscal year end. Since both balances are positive so there is not potentially an adverse impact													
		on operations or liquidity of the district to report to the county Board of Supervisors.													