

## SEFD Board Packet

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22 March 2021

- Agenda
- Minutes –
  - 29 Jan 2021
  - 23 Feb 2021
- Approval of Financial Documents
  - Reconciliation & Review sheet
  - Balance Sheet
  - P & L
  - Reconciliation Signature page
  - Chase Bank Reconciliation
  - National Bank Reconciliation
  - Hughes Reconciliation detail
    - Main Share
    - Checking
    - High-yield
    - Premium Yield
- Credit Card Statements

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### Miscellaneous

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- Pima County Monthly Tax Report
- Santa Cruz County Monthly Tax Report
- Cash Flow Forecast
- Chain of Command - Adopted

## **Call to Order**

**Roll Call** – Annette Dorney, Sue Archibald, Chris Johnson; Donna Aversa (Fire Board's Attorney) and Pam Treadwell-Rubin (PSPRS Local Board's Attorney) attended via Zoom.

## **Pledge of Allegiance**

### **Review, discussion, and possible action of appointing one or more individuals to fill vacancies on SEFD's PSPRS local pension board:**

-**Donna Aversa** (Fire Board's Attorney) advised the Board of an opening on the PSPRS Local board by the resignation of Laura Sink as of January 25, 2021; and an issue with the position held by former Chief Joseph De Wolf with his termination on January 5, 2021. Ms. Aversa noted that the local District Board has the ability to make a motion to deem the position currently held by Joseph De Wolf as vacant, and she made that recommendation to the Board. Motion made by Archibald to deem the position vacant, seconded by Dorney. Motion carried unanimously.

-**Ms. Aversa** noted that there are now two vacancies, and one of those vacancies must be filled by a resident of the District, and the second vacancy needs to be filled with a person with administrative experience, but not required to be a resident of the District. After discussion to determine if Archibald had HR experience, Dorney made a motion to appoint Archibald to fill the non-resident position. Johnson seconded motion and Motion agreed to by Johnson and Dorney, Archibald abstaining. **Pam Treadwell-Rubin** clarified that Archibald would fill the position to July 2021. Determination on the person to fill the vacant position, which requires a District Residency, tabled until next Board meeting.

**Possible executive session for legal advice. Pursuant to ARS Sec 38-431.03(A)(3), the Board may vote to go into executive session for discussion or consultation with the attorney(s) for the District regarding potential informed consent/waiver of conflict of interest with SEFD's PSPRS local pension board regarding SEFD pension contributions.**

**NOTE: Executive sessions are confidential pursuant to ARS Sec. 38-431.03**

-Motion by Archibald to go into executive session, seconded by Dorney, motion carried unanimously. Time 11:17 AM. (Pam Treadwell-Rubin left the executive session at this time)

### **Review, discussion, and possible action to waive any conflict or potential conflict of interest with SEFD's PSPRS local pension board regarding SEFD's PSPRS contributions.**

-Johnson noted open session commenced at 11:29 am. Johnson reminded everyone that things said in executive session are confidential and shall remain so.

-Based on the Executive Session, Ms. Aversa advised the Board to make an informed consent to waive a potential conflict of interest with the Local PSPRS Board regarding the Fire Board's pension contributions and to also waive privilege as to issues regarding the contributions, to allow the Local Board and the Fire Board and their attorneys to work together. Motion made by Archibald to allow said action, Dorney seconded, and Motion carried unanimously.

Minutes to the special meeting of the Board of Directors of the Sonoita-Elgin Fire District  
29 January 2021  
1100

**Possible executive session for legal advice. Pursuant to ARS Sec 38-431. 03(A)(3), the Board may vote to go into executive session for discussion or consultation with the attorney(s) for the District regarding SEFD's contributions to PSPRS.**

**NOTE: Executive sessions are confidential pursuant to ARS Sec. 38-431.03**

-Motion made by Archibald to go into Executive Session, seconded by Dorney at 11:31 am, motion carried unanimously

**Review, discussion, possible action regarding SEFD's contributions to PSPRS.**

-Board was back in open session at 12:40 PM. Johnson reminded everyone that that things said in executive session are confidential and shall remain so. There was no action taken for this item.

**Adjournment** – Motion by Archibald, seconded by Dorney, motion carried unanimously.

Minutes approved by Reba Webber, Board Clerk, March 22, 2021.

**Minutes to the meeting of the Board of Directors of the Sonoita-Elgin Fire District  
Tuesday, February 23, 2021  
0900**

**Call to Order**

**Pledge of Allegiance**

**Roll Call** – Robert Garber, Sue Archibald, Annette Dorney, Reba Webber, Chris Johnson.

**Approval of the minutes:**

- January 29, 2021 – not approved, Webber to summarize for the Board
- February 1, 2021 – motion to approve by Webber, seconded by Archibald, motion carried unanimously
- February 8, 2021 – motion to approve by Webber, seconded by Archibald, motion carried unanimously

**Chief's Report** – See copy of Chief's report at the end of these minutes.

**Ops Chief Report** – After the introduction of our Operations Chief, Marc Meredith, Marc presented two brief reports that are found at the end of these minutes.

**Monthly Financial reports and consideration of financial matters pursuant to A.R.S.§48-807:**

MS Rutter presented the January financial statements including the Balance Sheet, Profit & Loss Statement and the Cash Flow Forecast. She also queried the Board on when the investigation and Board action would end as she is concerned over the investigation-related expenses since the beginning of the fiscal year. Chairman Johnson, Webber, and Archibald advised Ms Rutter that the Board was well aware of the expenses.

**Current Events:** Sue Archibald resigned her position as of the adjournment of the meeting as she had moved outside of the district and would no longer qualify to be a board member. [The Board has 90 days to fill the vacated seat. If no one is selected within the 90-day timeframe, the county will fill the seat.

**Update on Board Survey: Dorney** – this item was tabled, but will stay on the agenda until the Board is ready to post the survey.

**Discussion and possible action to replace the Fire Chief** – Chair Johnson presented to the Board 2 options to consider for replacing the Fire Chief, a long-term option and a short-term option. The long-term option is that we hire a new Chief for the District, but that may not be completed this year. Chair Johnson proposed that the Board consider a short-term option that would involve entering into another IGA with the Palominas FD. Chair Johnson committed to contacting Palominas and to research the process for hiring a new Chief and provide updates to the Board at another meeting.

**Discussion and possible action on Resolution 2021-2-EMS-1 for the GOHS Grant**

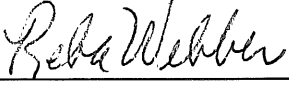
it had been determined after printing the agenda but prior to the meeting that this resolution was no longer necessary. No action was taken for this agenda item.

**Minutes to the meeting of the Board of Directors of the Sonoita-Elgin Fire District**  
**Tuesday, February 23, 2021**  
**0900**

**Possible Executive session for legal advice:** Board Chair Johnson advised that Attorney Aversa was not available due to the time change for this meeting. No action was taken for this agenda item.

**Review, discussion and possible action on pay audit for Chief De Wolf from Walker & Armstrong:** : Johnson stated the Board still didn't have the final audit report from the District auditors Walker & Armstrong. He noted he is concerned with getting accurate figures from the auditors as they calculated it one way (based on a calendar year) and he (Johnson) calculated it differently (on what we actually paid. He is concerned for accuracy as there aren't 52 weeks in a year (as the Auditor uses) and Johnson wanted to get them both on the same page. The audit report concerned alleged overpayments to Chief De Wolf in compensation over the past three years. During the discussion, when asked of possible remedies, Johnson stated solutions could include sending a demand letter to former Chief De Wolf, or turning it over to our insurance agency. After Johnson speaks with the attorney, Donna Aversa, he will communicate the results to the board at the next Board meeting, unless the attorney feels they need to meet sooner. Webber and Garber stated that they were open to having an earlier meeting if necessary. No other action was taken on this agenda item.

Adjournment: motion to adjourn was made by Archibald, seconded by Dorney, motion carried unanimously.

Minutes approved on March 22, 2021, , Board Clerk.  
Reba Webber



# SONOITA-ELGIN FIRE DISTRICT

“PROUD PAST STRONG FUTURE”



Administrative Review of April 2017 Financial Documents  
Sonoita-Elgin Fire District Board of Directors Meeting  
3173 Hwy 83, Sonoita, AZ  
22 March 2021  
9 a.m.

Approval of Financial Documents as presented to the Board of Directors of the Sonoita-Elgin Fire District for the month of February 2021.

We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the March 2021 financial reports as presented.

Robert Garber, member *GARBER*

Reba Webber, Board Clerk

Christopher Johnson, Chair

Annette Dorney, member

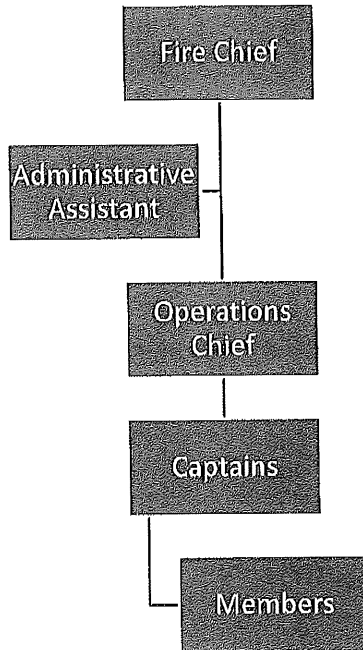
**Address:** 3173 Highway 83. P.O. Box 322 Sonoita, AZ 85637

**Phone:** (520) 455-5854 **Fax:** (520) 455-5361

**Website:** [www.sefd911.org](http://www.sefd911.org)

**Fire Chief Joseph M. DeWolf**

# Sonoita-Elgin Fire District Organization Chart



*Adopted 22 March 2021  
Unanimous*

Revised 03-2021

**Sonoita-Elgin FD  
Balance Sheet  
As of February 28, 2021**

	A	B	C	D	E
1					
2				<b>ASSETS</b>	
3				<b>Bank Accounts</b>	
4				Chase Checking	52,221.48
5				Chase Savings	464,293.61
6				Hughes Checking	80,435.86
7				Hughes High Yield	2,016.40
8				Hughes Main Share	57.70
9				Hughes Premium	126,231.87
10				National Bank Money Market	72,074.91
11				Petty Cash	200.00
12				Subtotal Bank Accounts	<u>797,531.83</u>
13					
14				<b>Accrued Taxes</b>	
15				Pima County Treasurer	4,553.61
16				SCC Treasurer	55,623.38
17				Subtotal Accrued Taxes	<u>60,176.99</u>
18					
19				<b>TOTAL ASSETS</b>	<u>857,708.82</u>
20					
21				<b>EQUITY</b>	
22				Fund Balance - Unrestricted	755,554.58
23				Net Income July 2020 - February 2021	<u>102,154.24</u>
24					
25				<b>TOTAL EQUITY</b>	<u>857,708.82</u>
26					
27					

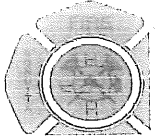


Sonoita-Elgin FD  
Profit & Loss Budget vs. Actual  
for the eight months ended February 28, 2021

	A	B	C	D	E	F	G	H	I
1									
2			<u>Feb 2021</u>		<u>July2020-Feb2021</u>		<u>YTD Budget</u>		<u>% of Budget</u>
3		<b>Budgeted Income/Expense</b>							<u>Target=67%</u>
4		<b>Budgeted Income</b>							
5		Santa Cruz County Taxes	55,621.19		644,761.70		937,762.00		68.76%
6		Pima County Taxes	3,718.91		80,762.71		124,044.00		65.11%
7		FDAT - Santa Cruz	0.00		25,428.00		50,856.00		50.00%
8		FDAT - Pima County	832.31		16,579.25		24,808.00		66.83%
9		Fire Suppression	0.00		35,000.00		35,000.00		100.00%
10		EMS Support	0.00		1,836.00		2,200.00		83.46%
11		Ambulance Revenue	30,291.40		200,918.21		270,000.00		74.41%
12		PPE Purchase	0.00		0.00		9,254.00		0.00%
13		Interest Income	15.83		634.96		800.00		79.37%
14		Rental Income	0.00		0.00		400.00		0.00%
15		Prior Year Carryforward	0.00		0.00		38,136.00		0.00%
16		<b>Total Budgeted Income</b>	<b>90,479.64</b>		<b>1,005,920.83</b>		<b>1,493,260.00</b>		<b>67.36%</b>
17									
18		<b>Budgeted Expenses</b>							
19		Salaries	48,742.40		375,175.53		625,787.00		59.95%
20		Sick Time Pay	0.00		2,137.75		9,400.00		22.74%
21		Vacation/Holiday	1,947.54		51,152.91		45,000.00		113.67%
22		Transport Stipend	3,360.00		31,376.61		78,400.00		40.02%
23		Payroll Taxes	2,543.22		17,641.58		30,000.00		58.81%
24		PSPRS	475.36		35,525.91		75,000.00		47.37%
25		ASRS	614.93		9,129.33		15,500.00		58.9%
26		Employee Health Insurance	6,151.76		34,466.81		71,400.00		48.27%
27		Physicals & Exams	0.00		291.67		8,800.00		3.31%
28		Workmans Comp Expense	31,901.00		44,366.00		34,600.00		128.23%
29		Clothing Allowance	130.00		1,077.52		8,400.00		12.83%
30		Training	(270.00)		10,405.77		25,217.00		41.27%
31		EMS Consumables	1,432.33		3,252.12		15,000.00		21.68%
32		Maintenance Plans	0.00		0.00		4,500.00		0.00%
33		Oral Hydration Fluids	0.00		0.00		1,200.00		0.00%
34		Fire Prevention Education	0.00		963.97		1,000.00		96.4%
35		Office Expense & Postage	684.74		4,070.97		10,000.00		40.71%
36		Recruitment & Retention	121.69		6,579.03		11,000.00		59.81%
37		Payroll Preparation	382.57		3,237.94		4,500.00		71.95%
38		Ambulance Billing	1,811.70		17,847.96		21,600.00		82.63%
39		Equipment Rental	127.21		1,042.84		1,800.00		57.94%
40		Internet Provider	1,253.57		3,027.50		3,300.00		91.74%
41		Bank Charges	35.92		436.24		800.00		54.53%
42		Background Checks	40.00		240.00		1,200.00		20.0%
43		Legal Fees	19,052.00		53,698.75		7,800.00		688.45%
44		Accounting	2,900.00		14,000.00		8,500.00		164.71%
45		Bookkeeper	1,250.00		10,000.00		15,000.00		66.67%
46		Telephone	1,043.48		8,582.46		14,000.00		61.3%
47		Batteries & Repair	0.00		0.00		3,000.00		0.00%

Sonoita-Elgin FD  
Profit & Loss Budget vs. Actual  
for the eight months ended February 28, 2021

	A	B	C	D	E	F	G	H	I
			<u>Feb 2021</u>		<u>July2020-Feb2021</u>		<u>YTD Budget</u>		<u>% of Budget</u>
1									
2									
48		Computer & IT Support	250.00		5,899.48		4,000.00		147.49%
49		Dispatch	0.00		7,878.30		5,100.00		154.48%
50		Utilities	1,110.20		8,154.76		17,000.00		47.97%
51		Insurance	6,934.11		20,264.11		30,000.00		67.55%
52		Fuel	4,815.37		12,482.85		26,000.00		48.01%
53		Building & Grounds & Pests	93.47		3,800.76		9,000.00		42.23%
54		Vehicle Maintenance	1,227.37		22,544.32		36,500.00		61.77%
55		Equipment Replacement	0.00		2,542.01		10,000.00		25.42%
56		Station & Fire Supplies	882.75		12,126.15		10,000.00		121.26%
57		Suppression Foam	0.00		0.00		3,600.00		0.0%
58		Interest Expense	0.00		0.00		500.00		0.0%
59		Computer & Radio	0.00		313.52		4,000.00		7.84%
60		Communication to Residents	0.00		246.32		500.00		49.26%
61		Financial Stability Reserve	0.00		0.00		52,313.00		0.0%
62		Membership Dues & Subscriptions	34.95		1,765.61		4,000.00		44.14%
63		PPE Expense	0.00		0.00		9,254.00		0.0%
64		Miscellaneous	0.00		720.78		0.00		100.0%
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		<b>Total Budgeted Expenses</b>	<b>141,079.64</b>		<b>942,255.64</b>		<b>1,493,260.00</b>		<b>63.1%</b>
70									
71		<b>Net Budgeted Income (Loss)</b>	<b>(50,600.00)</b>		<b>63,665.19</b>		<b>0.00</b>		<b>100.0%</b>
72									
73		<b>Unbudgeted Income/Expense</b>							
74		<b>Unbudgeted Income</b>							
75		Palominas Fire District	0.00		0.00				
76		Fire Suppression Excess	18,504.85		40,654.01				
77		Grant Revenue	8,949.73		12,980.71				
78		Safer Grant 2016	0.00		44,400.00				
79		Donations	600.00		2,745.00				
80		Miscellaneous Income	0.00		374.77				
81		<b>Total Unbudgeted Income</b>	<b>28,054.58</b>		<b>101,154.49</b>				
82									
83		<b>Unbudgeted Expenses</b>							
84		Palominas FD-Chief Salary	0.00		17,333.36				
85		Wildland Labor	0.00		8,212.08				
86		Safer 2016 Expenses	0.00		37,120.00				
87		<b>Total Unbudgeted Expense</b>	<b>0.00</b>		<b>62,665.44</b>				
88		<b>Net Unbudgeted Income</b>	<b>28,054.58</b>		<b>38,489.05</b>				
89									
90		<b>Overall Net Income (Loss)</b>	<b>(22,545.42)</b>		<b>102,154.24</b>		<b>0.00</b>		<b>100.0%</b>
91									
92									



SONOMA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

February 2021

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

Reconciled by *U. Hunter*

Date of reconciliation March 15<sup>th</sup>, 2021

11:45 AM

03/15/21

Sonoits-Elgin FD  
Reconciliation Detail  
Hughes Main Share, Period Ending 02/28/2021

Type	Date	Num	Name	Cir	Amount	Balance
Beginning Balance						57.70
Cleared Balance						57.70
Register Balance as of 02/28/2021						57.70
Ending Balance						57.70

03/15/2021

**Senoita-Elgin FD**  
**Reconciliation Detail**  
**Hughes Checking, Period Ending 02/28/2021**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						162,788.39
Cleared Transactions						
Checks and Payments - 25 items						
Check	01/15/2021	2857	Green & Baker, Ltd.	X	-9,594.00	-9,594.00
Check	01/15/2021	2853	Brush Enterprises, Inc.	X	-355.23	-9,949.23
General Journal	01/15/2021	1001425	Austin Dail	X	-264.04	-10,213.27
General Journal	01/29/2021	EFT	Paychex DirDep/RCX	X	-16,216.84	-26,430.11
General Journal	01/29/2021	EFT	Paychex Taxpay	X	-4,920.06	-31,350.17
General Journal	01/29/2021	1001455	Shelby Shields	X	-1,508.58	-32,858.75
General Journal	01/29/2021	1001448	Austin Dail	X	-1,373.41	-34,232.16
General Journal	01/29/2021	1001456	Peter Vasquez	X	-1,212.39	-35,444.55
General Journal	01/29/2021	1001441	Karina Hilliard	X	-960.00	-36,404.55
General Journal	01/29/2021	1001439	Jade Deforest	X	-640.00	-37,044.55
General Journal	01/29/2021	EFT	Paychex Invoice	X	-199.09	-37,243.64
General Journal	01/29/2021	1001443	Shelby R Shields	X	-160.00	-37,403.64
General Journal	01/29/2021	1001444	Kerri L Stewart	X	-160.00	-37,563.64
General Journal	01/29/2021	1001440	Shannon Dooley	X	-80.00	-37,643.64
Check	01/30/2021		Public Safety Personnel Retirement System	X	-270.51	-37,914.15
General Journal	02/12/2021	EFT	Paychex DirDep/RCX	X	-16,720.95	-54,635.10
General Journal	02/12/2021	EFT	Paychex Taxpay	X	-5,500.26	-60,135.36
Check	02/12/2021		Public Safety Personnel Retirement System	X	-2,562.20	-62,697.56
Check	02/12/2021		Arizona State Retirement System	X	-1,532.88	-64,230.44
General Journal	02/12/2021	1001468	Shelby Shields	X	-1,466.62	-65,697.06
General Journal	02/12/2021	1001461	Austin Dail	X	-1,373.42	-67,070.48
General Journal	02/12/2021	EFT	Paychex Invoice	X	-214.10	-67,284.58
General Journal	02/26/2021	EFT	Paychex DirDep/RCX	X	-14,407.05	-81,691.63
General Journal	02/26/2021	EFT	Paychex Taxpay	X	-4,382.13	-86,073.76
General Journal	02/26/2021	EFT	Paychex Invoice	X	-168.47	-86,242.23
Total Checks and Payments					-86,242.23	-86,242.23
Deposits and Credits - 18 items						
Deposit	02/01/2021			X	1.35	1.35
Deposit	02/01/2021			X	77.51	78.86
Deposit	02/02/2021			X	1,180.76	1,259.62
Deposit	02/02/2021			X	1,869.01	3,128.63
Deposit	02/04/2021			X	178.00	3,306.63
Deposit	02/08/2021			X	958.40	4,265.03
Deposit	02/09/2021			X	4,112.29	8,377.32
Deposit	02/10/2021			X	2,289.30	10,666.62
Deposit	02/11/2021			X	154.01	10,820.63
Deposit	02/11/2021			X	2,545.39	13,366.02
Deposit	02/16/2021			X	1,301.22	14,667.24
Deposit	02/18/2021			X	1,180.76	15,848.00
Deposit	02/19/2021			X	940.94	16,788.94
Deposit	02/19/2021			X	18,504.85	35,293.79
Deposit	02/22/2021			X	857.33	36,151.12
Deposit	02/23/2021			X	1,081.98	37,233.10
Deposit	02/24/2021			X	1,339.41	38,572.51
Deposit	02/26/2021			X	518.07	39,090.58
Total Deposits and Credits					39,090.58	39,090.58
Total Cleared Transactions					-47,151.65	-47,151.65
Cleared Balance					-47,151.65	115,636.74

*Handwritten:* DL 2-15-2021

Senoita-Eigin FD  
**Reconciliation Detail**  
 Hughes Checking, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 27 items</b>						
General Journal	04/15/2019	1000581	Michael Doris		-320.00	-320.00
General Journal	07/15/2019	0	Benjamin Beyerle		-99.89	-419.89
General Journal	07/15/2019	2320	John Hisey-Long		-96.19	-516.08
Check	08/29/2019	2399	Lincare Holdings, Inc.		-90.00	-606.08
General Journal	11/29/2019	1000890	Madeleine Pier		-99.90	-705.98
General Journal	12/31/2019	1000941	Jacob Rosson		-414.41	-1,120.39
General Journal	01/31/2020	1000986	Jacob Rosson		-233.11	-1,353.50
General Journal	02/14/2020	0	Aaron K Sapienza		-317.00	-1,670.50
General Journal	07/15/2020	0	Erik Ceron		-379.35	-2,049.85
General Journal	07/15/2020	0	Parker King		-300.08	-2,349.93
General Journal	07/15/2020	0	Jacob Rosson		-143.22	-2,493.15
General Journal	07/15/2020	0	Bill Bruyn		-122.76	-2,615.91
General Journal	08/14/2020	0	Aaron Carranza		-261.11	-2,877.02
General Journal	09/30/2020	0	Chase Newham		-295.61	-3,172.63
General Journal	09/30/2020	1001288	Austin Dail		-160.00	-3,332.63
General Journal	09/30/2020	1001290	Shannon Dooley		-160.00	-3,492.63
Check	10/15/2020	2766	Sigtronics Corporation		-29.30	-3,521.93
General Journal	12/31/2020	1001400	Austin Dail		-160.00	-3,681.93
Check	02/26/2021	2867	7710 Insurance		-14,200.00	-17,881.93
Check	02/26/2021	2866	Green & Baker, Ltd.		-10,349.50	-28,231.43
General Journal	02/26/2021	1001487	Briana Gibbs		-1,811.57	-30,043.00
General Journal	02/26/2021	1001485	Shelby Shields		-1,384.48	-31,427.48
General Journal	02/26/2021	1001478	Austin Dail		-1,373.40	-32,800.88
General Journal	02/26/2021	1001472	Jade Deforest		-800.00	-33,600.88
General Journal	02/26/2021	1001474	Karina Hilliard		-640.00	-34,240.88
General Journal	02/26/2021	1001475	Angelo Mullen		-480.00	-34,720.88
General Journal	02/26/2021	1001473	Briana Gibbs		-480.00	-35,200.88
Total Checks and Payments					-35,200.88	-35,200.88
Total Uncleared Transactions					-35,200.88	-35,200.88
Register Balance as of 02/28/2021					-82,352.53	80,435.86
<b>New Transactions</b>						
<b>Checks and Payments - 1 item</b>						
Check	03/05/2021	2868	Briana Gibbs		-810.76	-810.76
Total Checks and Payments					-810.76	-810.76
Total New Transactions					-810.76	-810.76
Ending Balance					-83,163.29	79,625.10

11:16 AM  
03/15/21

Senoita-Elgin FD  
Reconciliation Detail  
Hughes High Yield, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,016.40
Cleared Balance						2,016.40
Register Balance as of 02/28/2021						2,016.40
Ending Balance						2,016.40

02-28-2021

11:41 AM

03/15/21

Sonoita-Elgin FD  
Reconciliation Detail  
Hughes Premium, Period Ending 02/28/2021

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Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						126,231.87
Cleared Balance						126,231.87
Register Balance as of 02/28/2021						126,231.87
Ending Balance						126,231.87

*03/15/2021*



11:00 AM  
03/15/21

Sonsits-Elgin FD  
Reconciliation Detail  
National Bank Money Market, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						53,636.58
Cleared Transactions						
Checks and Payments - 2 items						
Check	02/12/2021		National Bank of Ari...	X	-2,575.55	-2,575.55
Check	02/28/2021			X	-6.00	-2,581.55
Total Checks and Payments					-2,581.55	-2,581.55
Deposits and Credits - 10 items						
Deposit	02/02/2021			X	566.32	566.32
Deposit	02/02/2021			X	3,773.89	4,340.21
Deposit	02/09/2021			X	106.00	4,446.21
Deposit	02/09/2021			X	2,741.91	7,188.12
Deposit	02/17/2021			X	2,180.75	9,368.87
Deposit	02/17/2021			X	8,383.41	17,752.28
Deposit	02/22/2021			X	1,548.57	19,300.85
Deposit	02/26/2021			X	500.00	19,800.85
Deposit	02/26/2021			X	1,218.56	21,019.41
Deposit	02/28/2021			X	0.47	21,019.88
Total Deposits and Credits					21,019.88	21,019.88
Total Cleared Transactions					18,438.33	18,438.33
Cleared Balance					18,438.33	72,074.91
Register Balance as of 02/28/2021					18,438.33	72,074.91
Ending Balance					18,438.33	72,074.91

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11:02 AM  
03/15/21

Sonoma-Elgin FD  
Reconciliation Detail  
Chase Savings, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						404,284.18
Cleared Transactions						
Deposits and Credits - 2 items						
Transfer	02/26/2021			X	60,000.00	60,000.00
Deposit	02/28/2021			X	9.43	60,009.43
Total Deposits and Credits					60,009.43	60,009.43
Total Cleared Transactions					60,009.43	60,009.43
Cleared Balance					60,009.43	464,293.61
Register Balance as of 02/28/2021					60,009.43	464,293.61
Ending Balance					60,009.43	464,293.61

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Sonicita-Elgin FD  
**Reconciliation Detail**  
 Chase Checking, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						143,950.36
Cleared Transactions						
Checks and Payments - 39 items						
Check	01/29/2021	2100	Green & Baker, Ltd.	X	-6,805.50	-6,805.50
Check	01/29/2021	2097	EMI Health	X	-6,275.66	-13,081.16
Check	01/29/2021	2087	Walker & Armstrong LLP	X	-2,500.00	-15,581.16
Check	01/29/2021	2099	Ferno-Washington, Inc.	X	-1,309.17	-16,890.33
Check	01/29/2021	2090	Vicki J Rutter	X	-1,250.00	-18,140.33
Check	01/29/2021	2088	ZOLL Medical Corporation	X	-626.00	-18,766.33
Check	01/29/2021	2092	Verizon Wireless	X	-562.91	-19,329.24
Check	01/29/2021	2094	Principal Life Insurance Company	X	-559.67	-19,888.91
Check	01/29/2021	2089	CenturyLink	X	-446.48	-20,335.39
Check	01/29/2021	2086	Old Pueblo Garage Doors, LLC	X	-185.00	-20,520.39
Check	01/29/2021	2104		X	-181.39	-20,701.78
Check	01/29/2021	2095	Barnett's Propane, LLC	X	-178.52	-20,880.30
Check	01/29/2021	2098	Colonial Life	X	-144.88	-21,025.18
Check	01/29/2021	2091	Brush Enterprises, Inc.	X	-142.64	-21,167.82
Check	01/29/2021	2096	Aflac	X	-131.44	-21,299.26
Check	01/29/2021	2093	GreatAmerica Financial Services	X	-127.21	-21,426.47
Check	01/29/2021	2103	Sonoita Valley Water Co	X	-73.75	-21,500.22
Check	01/29/2021	2101	Verizon Wireless	X	-60.16	-21,560.38
Check	01/29/2021	2102	Valley Imaging Solutions	X	-23.62	-21,584.00
Check	02/15/2021	2124	CopperPoint Insurance Companies	X	-17,701.00	-39,285.00
Check	02/15/2021	2110	Sidney Lex Felker, PC	X	-7,897.50	-47,182.50
Check	02/15/2021	2105	Bound Tree Medical	X	-1,361.44	-48,543.94
Check	02/15/2021	2117	SSVEC	X	-1,050.57	-49,594.51
Check	02/15/2021	2106	Barnett's Propane, LLC	X	-328.52	-49,923.03
Check	02/15/2021		Nationwide	X	-309.42	-50,232.45
Check	02/15/2021	2120	Thunderbird Collection Specialists	X	-300.64	-50,533.09
Check	02/15/2021		Nationwide	X	-294.25	-50,827.34
Check	02/15/2021	2114	Simpson Computer Services	X	-250.00	-51,077.34
Check	02/15/2021	2107	SENERGY Petroleum LLC	X	-221.75	-51,299.09
Check	02/15/2021	2115	TransWorld Network	X	-165.41	-51,464.50
Check	02/15/2021	2109	SENERGY Petroleum LLC	X	-94.47	-51,558.97
Check	02/15/2021	2125	Sonoita-Elgin Fire District	X	-70.13	-51,629.10
Check	02/15/2021	2116	Airgas USA, LLC	X	-55.77	-51,684.87
Check	02/15/2021	2113	United Fire	X	-48.15	-51,733.02
Check	02/15/2021	2121	Santa Cruz County Landfill	X	-40.00	-51,773.02
Check	02/15/2021	2112	Arizona Department of Public Safety	X	-20.00	-51,793.02
Check	02/17/2021	2127	EMI Health	X	-3,995.38	-55,788.40
Transfer	02/26/2021			X	-60,000.00	-115,788.40
Check	02/28/2021			X	-29.92	-115,818.32
Total Checks and Payments					-115,818.32	-115,818.32
Deposits and Credits - 3 items						
Transfer	02/05/2021			X	48,180.24	48,180.24
Transfer	02/19/2021			X	1,588.60	49,768.84
Deposit	02/22/2021			X	168.71	49,937.55
Total Deposits and Credits					49,937.55	49,937.55
Total Cleared Transactions					-65,880.77	-65,880.77
Cleared Balance					-65,880.77	78,069.59

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 7/15/2021

Sonoita-Elgin FD  
**Reconciliation Detail**  
 Chase Checking, Period Ending 02/28/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 20 items</b>						
Check	02/15/2021	2108	SENERGY Petroleum LLC		-4,114.13	-4,114.13
Check	02/15/2021	2111	AERO Med Claims		-1,511.06	-5,625.19
Check	02/15/2021	2122	Goering, Roberts, et al PC		-805.00	-6,430.19
Check	02/15/2021	2119	Aaron K Sapienza		-130.00	-6,560.19
Check	02/15/2021	2118	Fire Engineering		-34.95	-6,595.14
Check	02/26/2021	2128	Insone Insurance Services		-6,881.00	-13,476.14
Check	02/26/2021	2137	EMI Health		-3,920.56	-17,396.70
Check	02/26/2021	2133	Walker & Armstrong LLP		-2,900.00	-20,296.70
Check	02/26/2021	2129			-1,925.37	-22,222.07
Check	02/26/2021	2139	Vicki J Rutter		-1,250.00	-23,472.07
Check	02/26/2021	2134	Rita Ranch Automotive & Tire		-761.28	-24,233.35
Check	02/26/2021	2138	Verizon Wireless		-522.00	-24,755.35
Check	02/26/2021	2141	CenturyLink		-446.48	-25,201.83
Check	02/26/2021	2130	Principal Life Insurance Company		-269.20	-25,471.03
Check	02/26/2021	2140	Aflac		-131.44	-25,602.47
Check	02/26/2021	2132	GreatAmerica Financial Services		-127.21	-25,729.68
Check	02/26/2021	2135	Sonoita Valley Water Co		-59.63	-25,789.31
Check	02/26/2021	2136	Valley Imaging Solutions		-38.80	-25,828.11
Check	02/26/2021	2131	Arizona Department of Public Safety		-20.00	-25,848.11
Check	02/28/2021				-29.92	-25,878.03
Total Checks and Payments					-25,878.03	-25,878.03
<b>Deposits and Credits - 1 item</b>						
Check	01/01/2021	2126	EMI Health		0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Uncleared Transactions					-25,878.03	-25,878.03
Register Balance as of 02/28/2021					-91,758.80	52,191.56
<b>New Transactions</b>						
<b>Deposits and Credits - 2 items</b>						
Transfer	03/05/2021				55,623.38	55,623.38
Transfer	03/11/2021				4,553.61	60,176.99
Total Deposits and Credits					60,176.99	60,176.99
Total New Transactions					60,176.99	60,176.99
Ending Balance					-31,581.81	112,368.55

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
PURPOSE OF THE CASH FLOW FORECAST IS TO SHOW ALL CASH IN AND CASH OUT ON A MONTHLY BASIS.															
THE CUMULATIVE CASH BALANCE MUST NOT GO BELOW ZERO.															
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
		July	August	September	October	November	December	January	February	March	April	May	June		
		2020	2020	2020	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	2021
	Budget														Total
	2020-2021														
1	Sonoita-Elgin Fire District														
2	Cash Flow Forecast														
3	July 1, 2020 through June 30, 2021														
4															
5															
6															
7															
8	Budgeted Revenues														
9	Fire District Tax														
10	Santa Cruz County	937,762	2,950	1,717	105,824	291,825	137,080	48,177	55,621	19,198	179,361	91,241	3,111	937,672	
11	Pima County	124,044	1,861	14,800	40,734	11,536	5,376	0	3,719	6,537	26,066	8,622	3,209	124,044	
12	Fire District Assistance Tax														
13	Santa Cruz County	50,856						25,428					25,428	50,856	
14	Pima County	24,808	43	2,284	9,053	2,269	1,497	0	832	1,291	5,924	479	964	24,808	
15	Fire Suppression Income	35,000											364	35,000	
16	EMS Support	2,200		1,836										2,200	
17	Ambulance Revenues	270,000	17,747	26,050	23,266	26,808	40,631	18,085	30,291	20,000	20,000	18,000	18,000	276,918	
18	PPE Purchase	9,254											9,254	9,254	
19	Interest Income	800	18	16	129	25	31	115	16	37	37	54	43	800	
20	Rental Income	400											400	400	
21	Prior Year Carryforward	38,136											38,136	38,136	
22															
23	Total Budgeted Revenues	1,493,260	22,340	46,702	179,006	332,464	184,616	91,805	90,480	47,063	231,388	118,396	98,909	1,500,087	
24															
25	Budgeted Operating Expenses														
26	Salaries	625,787	38,038	46,579	45,835	48,705	53,754	45,130	48,742	50,000	50,000	50,000	50,000	575,176	
27	Sick Pay	9,400	633				816	689		855	2,855	1,562	2,000	9,400	
28	Vacation/Holiday	45,000	6,010	5,050	4,281	7,131	2,956	16,493	1,948	1,152	1,152	1,326	1,326	56,109	
29	Transport Stipend	78,400	5,208	5,555	5,377	4,440	4,480	3,600	3,360	6,000	6,000	6,000	6,000	62,017	
30	Payroll Taxes	30,000	2,352	2,087	2,204	1,974	2,045	2,784	2,543	2,500	2,500	2,500	2,500	27,642	
31	PSPRS	75,000	982	6,287	5,741	4,539	4,665	3,234	475	5,000	5,000	5,000	5,000	55,526	
32	ASRS	15,500	1,321	1,363	1,310	1,360	952	935	615	1,000	1,000	1,000	1,000	13,129	
33	Employee Health Insurance	71,400	5,838	6,044	6,250	5,006	(1,320)	4,589	6,152	5,960	5,960	6,914	9,640	62,941	
34	Physicals	8,800				292							8,508	8,800	
35	Workman's Compensation	34,600	9,168	3,297					31,901			6,430		50,796	
36	Clothing Allowance	8,400	168		154	61		108	130	148	2,971	1,025	3,178	8,400	
37	Training	25,217	2,443		6,548	(270)	199	1,586	(270)	1,003	3,950	5,292	4,567	25,217	
38	EMS Consumables	15,000	495	(1,571)	87	1,207	598	949	1,432	602	3,866	3,502	3,779	15,000	
39	Maintenance Plans	4,500											4,500	4,500	
40	Oral Hydration Fluids	1,200											1,200	1,200	
41	Fire Prevention Education	1,000		383									36	1,000	
42	Office Expense & Postage	10,000	73	241	647	383	1,359	610	685	236	900	1,398	3,395	10,000	
43	Recruitment & Retention	11,000	(45)	2,509	2,734	(66)	230	261	122	599	1,161	1,515	1,146	11,000	
44	Payroll Preparation	4,500	350	359	342	408	340	723	383	341	278	285	358	4,500	
45	Ambulance Billing	21,600	3,429	1,733	2,112	1,455	2,122	3,350	1,812	2,000	2,000	1,800	1,800	25,448	
46	Equipment Rental	1,800	127	127	127	152	127	127	127	127	127	127	377	1,800	
47	Internet Provider	3,300	81	218	341	517	311	225	1,254	218	393	300	300	4,239	
48	Bank Charges	800	57	64	98	72	46	23	36	44	59	55	205	800	

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Sonoita-Elgin Fire District														
2	Cash Flow Forecast														
3	July 1, 2020 through June 30, 2021														
4															
5	Budget														
6	2020-2021														
7															
49	Background Checks	1,200	80				120			40		180	100	680	1,200
50	Legal Fees	7,800			6,975	2,569	4,024	2,291	18,788	19,052	4,000	2,000	500	500	60,699
51	Accounting Fees	8,500				5,000		3,600	2,500	2,900	3,000	1,000			18,000
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	1,069	1,164	1,054	1,061	1,000	1,122	1,070	1,043	1,180	1,100	1,100	1,138	13,100
54	Batteries & Repair	3,000												3,000	3,000
55	Computer & IT Support	4,000	862	3,538	250	250	250	250	250	250	250	250	250	250	6,899
56	Streetwise & Vera Earl Tower	5,100			7,565			313							7,878
57	Utilities	17,000	1,155	1,055	1,054	771	901	962	1,148	1,110	1,440	2,210	2,649	2,216	16,670
58	Insurance	30,000			6,888		6,888		(446)	6,934			9,736		30,000
59	Fuel	26,000		4,075	173	126	198	3,059	37	4,815	1,118	5,197	3,536	3,666	26,000
60	Building Grounds & Pests	9,000	534	38	247	1,989	40	188	672	93	454	941	899	2,905	9,000
61	Vehicle Maintenance	36,500	3,041	3,673	2,242	5,143	1,966	3,968	1,283	1,227	6,000	4,000	3,042	3,340	38,926
62	Equipment Replacement	10,000				153		2,389			1,844	432	741	4,441	10,000
63	Station & Fire Supplies	10,000	3,056	742	784	1,596		2,833	2,234	883	1,000	500	500	500	14,626
64	Suppression Foam	3,600												3,600	3,600
65	Interest Expense - LOC	500												500	500
66	Computer/Radio	4,000		162		152								3,686	4,000
67	Financial Stability Reserve	52,313												52,313	52,313
68	Communication to Residents	500	235		12									254	500
69	Dues & Subscriptions	4,000	746	196	125	414	250			35	230	480	479	1,045	4,000
70	PPE Purchase	9,254		(241)	962									9,254	9,254
71	Miscellaneous														721
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												6,500	6,500
76	SCBA's	9,000												9,000	9,000
77	Other Equipment														0
78	Total Budgeted Expenses	1,493,260	170,939	101,108	127,067	104,810	93,789	95,901	114,201	141,080	99,550	109,712	120,803	220,853	1,499,813
79															
80	Net Budgeted Revenues/Expenses		(114,020)	(78,767)	(80,365)	74,196	238,674	88,715	(22,396)	(50,600)	(52,487)	121,676	(2,407)	(121,944)	274
81															

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Sonoita-Elgin Fire District														
2	Cash Flow Forecast														
3	July 1, 2020 through June 30, 2021														
4		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	
5		July	August	September	October	November	December	January	February	March	April	May	June		
6	Budget	2020-2021	2020	2020	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	Total
7															
82	Other Financing Sources														
83	Unbudgeted Revenue														0
84	Palominas Fire District		2,915	14,625	4,045	1,626	(14,625)	13,563	18,505	8,950					40,654
85	Fire Suppression Excess					4,031									12,981
86	Grant Revenue		15,120			18,400	10,880								44,400
87	Safer Grant 2016														0
88	Apparatus Sales							374							374
89	Miscellaneous Income														
90	Donations		100	1,000			25	1,020	600						2,745
91	Total Unbudgeted Revenue		18,135	15,625	4,045	24,057	(3,720)	14,957	28,055	0	0	0	0	0	101,154
92															
93	Unbudgeted Expenses														
94	Palominas FD - Chief's Salary		4,333	4,333	4,333										17,333
95	Wildland Labor		1,819	1,139	4,818	436									8,212
96	Wildland Expenses														0
97	Safer 2016 Expenses		7,520	6,080	5,200	4,640									30,480
98	Total Unbudgeted Expenses		13,672	11,373	14,351	5,076	0	0	0	0					56,025
99															
100	Net Unbudgeted Income (Loss)		4,462	(11,373)	4,073	18,981	(3,720)	14,957	28,055	0	0	0	0	0	45,128
101															
102	Net Overall Income (Loss)	0	(109,557)	(90,141)	(76,292)	63,890	84,995	(7,439)	(22,545)	(52,487)	121,676	(2,407)	(121,944)	45,403	
103															
104	Cash on Hand	761,763	645,997	555,857	549,795	800,768	886,440	878,666	857,709						~ \$809,000
105															
106															
107															
108															
109															
110															

The Cash on Hand at January 31, 2020 was \$857,709. The Net Overall Income is projected to be \$45,403 at fiscal year end. Since both balances are positive so there is not potentially an adverse impact on operations or liquidity of the district that should be reported to the county Board of Supervisors. Cash on Hand at June 30, 2021 is projected to be approximately \$809,000.

# Account Statement

Creation Date Wednesday, February 10, 2021

**Company:** SONOITA-ELGIN FIRE DISTRIC  
**Cardholder:** Control Account  
**Account Ending:**

**Bank Name:** Zions Ban'  
**Card Type:** Purchasing  
**Credit Limit:** USD 10000.00  
**Billing Cycle:** 12/29/2020 to 1/28/2021  
**Statement Status** New

Trans Date	Posting Date	Description/Merchant	Tax Amt	Tax2 Amt	Billed Amount (USD)
1/11/2021	1/11/2021	Payment Ref#	0.00	0.00	3884.14CR

**Past Due Amounts**

30 Days	0.00
60 Days	0.00
90 Days	0.00
120 Days	0.00
120+ Days	0.00

**Account Summary(USD)**

Opening Balance	3,884.14
+Total Purchases	0.00
+Total Other Charges	0.00
+Necessary Adjustment	2,575.55
-Total Credits	0.00 CR
-Total Payments	-3,884.14
<b>=Closing Balance</b>	<b>2,575.55</b>

Note: For closed periods, if there is a non-zero amount in the Necessary Adjustment field, then the Opening Balance plus the net sum of all debits and credits does not equal the ending balance. Please contact your financial institution.

Submitted By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_



# Account Statement

Creation Date Monday, March 15, 2021

**Company:** SONOITA-ELGIN FIRE DISTRIC  
**Cardholder:** Fire Chief  
**Account Ending:**

**Bank Name:** Zions Bank 5128  
**Card Type:** Purchasing  
**Credit Limit:** USD 10000.00  
**Billing Cycle:** 12/29/2020 to 1/28/2021  
**Statement Status** New

Trans Date	Posting Date	Description/Merchant	Tax Amt	Tax2 Amt	Billed Amount (USD)
1/27/2021	1/28/2021	Msf * E0100dct9g 800-642- Ref# 24430991027400815024337 Supplier Loc 800-642-7676, WA, US	2.64	0.00	42.64
1/27/2021	1/28/2021	Msf * E0100dcz6p 800-642- Ref# 24430991027400819007445 Supplier Loc 800-642-7676, WA, US	53.86	0.00	869.86

**Past Due Amounts**

30 Days	0.00
60 Days	0.00
90 Days	0.00
120 Days	0.00
120+ Days	0.00

**Account Summary(USD)**

Opening Balance	0.00
+Total Purchases	912.50
+Total Other Charges	0.00
+Necessary Adjustment	912.50 CR
-Total Credits	0.00 CR
-Total Payments	0.00
<b>=Closing Balance</b>	<b>0.00</b>

Note: For closed periods, if there is a non-zero amount in the Necessary Adjustment field, then the Opening Balance plus the net sum of all debits and credits does not equal the ending balance. Please contact your financial institution.

Submitted By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_



ADMIN ONE  
SONOITA-ELGIN FIRE  
Account Number :



**ACCOUNT SUMMARY**

Account Number		Previous Balance	\$0.00
Credit Limit	\$5,000.00	Payments	\$0.00
Available Credit	\$4,825.00	Credits	\$0.00
Statement Closing Date	January 28, 2021	Purchases	\$0.00
Payment Due Date	DUE UPON RECEIPT	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$0.00	Finance Charges	\$0.00
Days in Billing Cycle	0	New Balance	\$0.00

TOTAL \*FINANCE CHARGE\* PAID IN 2020 \$0.00

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Transaction Description	Amount
12/28	12/29	2476197PV2DAK5FBN	VIASAT 866-945-3258 CA	\$175.66
12/29	12/31	2444500PX2X8ZT0W9	DOLLAR GENERAL #17334 SONOITA AZ	\$6.93
12/31	01/01	2416407PY31T7STSS	QUILL CORPORATION 800-982-3400 SC	\$26.97
12/31	01/01	2416407PY3223ATPD	QUILL CORPORATION 800-982-3400 SC	\$78.41
01/05	01/06	2469216062X4J1R9W	Amazon.com*0W27G1WH3 Amzn.com/billWA	\$28.22
01/25	01/26	24692160T2XMLBW5	AMZN Mktg US*N34UC7LR3 Amzn.com/billWA	\$5.32
			TOTAL PURCHASES \$321.51	
			TOTAL \$321.51	

**Questions:**

Cardholder Services 1-866-749-7471  
Lost or Stolen 1-866-749-7471

**Remit To:**

Bankcard Center  
PO Box 30833  
Salt Lake City UT 84130

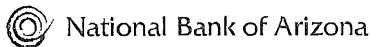
**Or Write:**

Bankcard Center  
PO Box 25787  
Salt Lake City UT 84125-0787

Change of address? Please call 1-866-749-7471 or visit your local branch.

See Reverse Side for Important Information About Your Account.

5543 BAH 4 7 28 210128 0 PAGE 1 OF 1 11 5128 0000 CPAY 01AA5543



P O BOX 30833  
SALT LAKE CITY UT 84130-0833

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Payment sent to any other location may delay crediting your account.  
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**Make Checks Payable to :**

**PAYMENT INFORMATION**

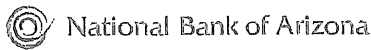
Account Number	xxxx xxxx xxxx 8909
Payment Due Date	DUE UPON RECEIPT
New Balance	\$0.00
Minimum Payment Due	\$0.00
Past Due Amount	\$0.00
Cash Enclosed	_____
Total Payment Amount	\$ _____

BANKCARD CENTER  
PO BOX 30833  
SALT LAKE CTY UT 84130-0833



ADMIN ONE  
SONOITA-ELGIN FIRE  
PO BOX 322  
SONOITA AZ 85637-0322





OPERATIONS CHIEF  
 FIRE SONOITA  
 Account Number :



**ACCOUNT SUMMARY**

Account Number		Previous Balance	\$0.00
Credit Limit	\$5,000.00	Payments	\$0.00
Available Credit	\$5,000.00	Credits	\$0.00
Statement Closing Date	January 28, 2021	Purchases	\$0.00
Payment Due Date	<b>DUE UPON RECEIPT</b>	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$0.00	Finance Charges	\$0.00
Days in Billing Cycle	0	New Balance	\$0.00

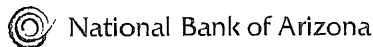
TOTAL \*FINANCE CHARGE\* PAID IN 2020 \$0.00

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Transaction Description	Amount
12/29	12/30	2449215PWJHQLRWZM	SP * NILIGHT LED LIGHT HTTPSNILIGHT.NJ	\$12.00
12/30	12/31	2413746PY019VN4RJ	USPS PO 0381400654 SONOITA AZ	\$1.20
12/30	01/01	2463923PYS66L51YB	SONOITA HARDWARE SONOITA AZ	\$9.51
01/06	01/07	24431060760NG96Y4	BLOSSOM FLOWER DELIVERY 877-414-7903 CA	\$58.98
01/11	01/12	24270740BS66KVZ8Z	ARIZONA LITHOGRAPHERS 520-6227667 AZ	\$404.36
01/13	01/15	24137460E5SD0NN20	AUTOZONE #3257 TUCSON AZ	\$21.73
01/14	01/15	24055230E5SWKBQZK	SONOITA AUTO SERVICE CE SONOITA AZ	\$20.00
01/14	01/17	24639230FS66M9VW4	SONOITA HARDWARE SONOITA AZ	\$0.56
			TOTAL PURCHASES	\$528.34
			TOTAL	\$528.34

See Reverse Side for Important Information About Your Account.

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**PAYMENT INFORMATION**

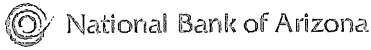
Account Number	xxxx xxxx xxxx 8181
Payment Due Date	DUE UPON RECEIPT
New Balance	\$0.00
Minimum Payment Due	\$0.00
Past Due Amount	\$0.00
Cash Enclosed	
Total Payment Amount	\$

BANKCARD CENTER  
 PO BOX 30833  
 SALT LAKE CTY UT 84130-0833



OPERATIONS CHIEF  
 FIRE SONOITA  
 PO BOX 322  
 SONOITA AZ 85637-0322





WILDLAND ONE  
SONOITA-ELGIN FIRE  
Account Number :



**ACCOUNT SUMMARY**

Account Number		Previous Balance	\$0.00
Credit Limit	\$5,000.00	Payments	\$0.00
Available Credit	\$5,000.00	Credits	\$0.00
Statement Closing Date	January 28, 2021	Purchases	\$0.00
Payment Due Date	DUE UPON RECEIPT	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$0.00	Finance Charges	\$0.00
Days in Billing Cycle	0	New Balance	\$0.00

TOTAL \*FINANCE CHARGE\* PAID IN 2020 \$0.00

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Transaction Description	Amount
12/29	12/31	2443105PXRQEB2RSN	SIERRA NAPA 0027255 SIERRA VISTA AZ	\$32.45
12/31	01/01	2469216PY2XFY0MEF	AMZN Mktp US*KU8KU26Q3 Amzn.com/billWA	\$79.20
01/02	01/03	2469216022XRF311Z	Amazon.com*VM0UR96N3 Amzn.com/billWA	\$152.78
01/03	01/04	2469216032XFR9GGK	Amazon.com*SF8RN9MA3 Amzn.com/billWA	\$15.12
01/07	01/08	2469216072Y1VE68Y	AMZN Mktp US*SQ0QW69M3 Amzn.com/billWA	\$175.07
01/09	01/10	2469216092XD637ZQ	AMZN Mktp US*D544318D3 Amzn.com/billWA	\$127.31
01/09	01/10	2469216092XWFRHV2	AMZN Mktp US*GA5P661B3 Amzn.com/billWA	\$63.60
01/10	01/11	24692160A2X68PG24	AMZN Mktp US*DR6EH8W23 Amzn.com/billWA	\$38.55
01/19	01/21	74492150LJJ03YH5J	EVENT* ARIZONA WILDFIR 5712268300 VA	-\$270.00
			TOTAL PURCHASES	\$684.08
			TOTAL	\$414.08

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SALT LAKE CITY UT 84130-0833

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Make Checks Payable to :

**PAYMENT INFORMATION**

Account Number	xxxx xxxx xxxx 8925
Payment Due Date	DUE UPON RECEIPT
New Balance	\$0.00
Minimum Payment Due	\$0.00
Past Due Amount	\$0.00
Cash Enclosed	_____
Total Payment Amount	\$ _____

BANKCARD CENTER  
PO BOX 30833  
SALT LAKE CTY UT 84130-0833



WILDLAND ONE  
SONOITA-ELGIN FIRE  
3173 HWY 83  
SONOITA AZ 85637





WILDLAND TWO  
SONOITA-ELGIN FIRE  
Account Number :



**ACCOUNT SUMMARY**

Account Number		Previous Balance	\$0.00
Credit Limit	\$5,000.00	Payments	\$0.00
Available Credit	\$5,000.00	Credits	\$0.00
Statement Closing Date	January 28, 2021	Purchases	\$0.00
Payment Due Date	<b>DUE UPON RECEIPT</b>	Other Charges	\$0.00
Amount Past Due	\$0.00	Cash Advances	\$0.00
Min Payment Due	\$0.00	Finance Charges	\$0.00
Days in Billing Cycle	0	New Balance	\$0.00

TOTAL \*FINANCE CHARGE\* PAID IN 2020 \$0.00

**TRANSACTIONS**

Trans Date	Post Date	Reference Number	Transaction Description	Amount
12/29	12/30	2423168PXBLHK04TX	HARBOR FREIGHT TOOLS 849 SIERRA VISTA AZ	\$72.36
01/03	01/04	2469216032XL51Q6L	CHEVRON 0380009 HUACHUCA CITYAZ	\$25.00
01/07	01/08	24431050760TBX7N7	SPEEDTECH LIGHTS 972-480-8685 TX	\$177.58
01/08	01/10	2469216092XD5D4S8	CIRCLE K 02940 HUACHUCA CITYAZ	\$31.50
01/09	01/11	24943010A09FM0AQX	THE HOME DEPOT #0443 SIERRA VISTA AZ	\$71.79
01/14	01/17	24943010F09FHZSJ8	THE HOME DEPOT #0443 SIERRA VISTA AZ	\$20.89
			TOTAL PURCHASES	\$399.12
			TOTAL	\$399.12

**Questions:**

Cardholder Services 1-866-749-7471  
Lost or Stolen 1-866-749-7471

**Remit To:**

Bankcard Center  
PO Box 30833  
Salt Lake City UT 84130

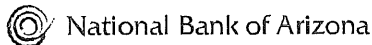
**Or Write:**

Bankcard Center  
PO Box 25787  
Salt Lake City UT 84125-0787

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5543 BAH 4 7 28 210128 0 PAGE 1 of 1 11 5128 0000 CPAY 01AA5543



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SALT LAKE CITY UT 84130-0833

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**Make Checks Payable to :**

**PAYMENT INFORMATION**

Account Number	XXXX XXXX XXXX 8933
Payment Due Date	DUE UPON RECEIPT
New Balance	\$0.00
Minimum Payment Due	\$0.00
Past Due Amount	\$0.00
Cash Enclosed	_____
Total Payment Amount	\$ _____

BANKCARD CENTER  
PO BOX 30833  
SALT LAKE CTY UT 84130-0833



WILDLAND TWO  
SONOITA-ELGIN FIRE  
3173 HWY 83  
SONOITA AZ 85637



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	February-21		\$ 48,180.24
State Pool Investment		1.94 0.25	2.19
Levied Revenue Earned			
	105390	758.13	55,621.19
	105407	15,694.96	
	105430	1,430.45	
	105468	2,514.88	
	105494	2,141.62	
	105514	1,167.85	
	105528	2,513.21	
	105539	3,389.51	
	105561	35.14	
	105581	1468.88	
	105599	1,454.57	
	105613	1859.73	
	105632	1679.04	
	105648	2964.12	
	105676	1953.95	
	105682	11511.7	
	105701	2577.69	
	105724	505.76	
Check#	47837	(48,180.24)	(48,180.24)
Journal Entries		-	
Ending Balance	Feb-21		<u>\$ 55,623.38</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: FEB-2021  
As of MAR 15, 2021

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

\$ 4,553.61

<u>Real Estate Taxes</u>	<u>Amount</u>
Tax Year 2007	-
Tax Year 2020	3,479.72
Tax Year 2019	75.62
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	-
<b>Subtotal Real Estate Taxes</b>	<b><u>3,555.34</u></b>
<u>Personal Property Taxes Collected</u>	<u>Amount</u>
Tax Year 2007	-
Tax Year 2020	163.57
Tax Year 2019	-
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	-
<b>Subtotal Personal Property Taxes Collected</b>	<b><u>163.57</u></b>

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000  
 Remittance of Revenue Collected for the Period: FEB-2021  
 As of MAR 15, 2021

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

\$ 4,553.61

<u>In-Lieu Taxes Collected</u>	<u>Amount</u>
Tax Year 2007	-
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	-
Interest Allocation	-
Subtotal In-Lieu Taxes Collected	<u>-</u>
<u>Fire District Assistance</u>	<u>Amount</u>
Tax Year 2007	-
Tax Year 2020	803.35
Tax Year 2019	28.58
Tax Year 2018	0.07
Tax Year 2017	(0.01)
Tax Year 2016	0.06
Tax Year 2015	0.15
Tax Year 2014	0.08
Tax Year 2013	0.01
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	0.01
Tax Year 2008	0.01
Interest Allocation	-
Subtotal Fire District Assistance	<u>832.31</u>
<u>Investment Income</u>	<u>Amount</u>
Interest Allocation	2.39
Subtotal Investment Income	<u>2.39</u>
Grand Total	<u><u>4,553.61</u></u>



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
PURPOSE OF THE CASH FLOW FORECAST IS TO SHOW ALL CASH IN AND CASH OUT ON A MONTHLY BASIS.															
THE CUMULATIVE CASH BALANCE MUST NOT GO BELOW ZERO.															
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	
	Budget	July	August	September	October	November	December	January	February	March	April	May	June	June	Total
	2020-2021	2020	2020	2020	2020	2020	2020	2021	2021	2021	2021	2021	2021	2021	
1	Sonoita-Elgin Fire District														
2	Cash Flow Forecast														
3	July 1, 2020 through June 30, 2021														
4															
5															
6	Budget														
7	2020-2021														
8	Budgeted Revenues														
9	Fire District Tax														
10	Santa Cruz County	937,762	2,950	1,717	105,824	291,825	137,080	48,177	55,621	19,198	179,361	91,241	3,111	937,672	
11	Pima County	124,044	1,583	14,800	40,734	11,536	5,376	0	3,719	6,537	26,066	8,622	3,209	124,044	
12	Fire District Assistance Tax														
13	Santa Cruz County	50,856						25,428					25,428	50,856	
14	Pima County	24,808	43	2,284	9,053	2,269	1,497	0	832	1,291	5,924	479	964	24,808	
15	Fire Suppression Income	35,000												35,000	
16	EMS Support	2,200		1,836										2,200	
17	Ambulance Revenues	270,000	18,040	17,747	23,266	26,808	40,631	18,085	30,291	20,000	20,000	18,000	18,000	276,918	
18	PPE Purchase	9,254												9,254	
19	Interest Income	800	279	18	129	25	31	115	16	37	37	54	43	800	
20	Rental Income	400											400	400	
21	Prior Year Carryforward	38,136											38,136	38,136	
22															
23	Total Budgeted Revenues	1,493,260	56,919	22,340	179,006	332,464	184,616	91,805	90,480	47,063	231,388	118,396	98,909	1,500,087	
24															
25	Budgeted Operating Expenses														
26	Salaries	625,787	48,392	38,038	45,835	48,705	53,754	45,130	48,742	50,000	50,000	50,000	50,000	575,176	
27	Sick Pay	9,400		633			816	689		855	2,855	1,552	2,000	9,400	
28	Vacation/Holiday	45,000	7,284	6,010	4,281	7,131	2,956	16,493	1,948	1,152	1,152	1,326	1,326	56,109	
29	Transport Stipend	78,400	5,995	5,208	5,555	4,440	4,480	3,600	3,360	6,000	6,000	6,000	6,000	62,017	
30	Payroll Taxes	30,000	2,352	1,652	2,087	1,974	2,045	2,784	2,543	2,500	2,500	2,500	2,500	27,642	
31	PSPRS	75,000	982	9,603	6,287	5,741	4,665	3,234	475	5,000	5,000	5,000	5,000	55,526	
32	ASRS	15,500	1,321	1,273	1,310	1,360	952	935	615	1,000	1,000	1,000	1,000	13,129	
33	Employee Health Insurance	71,400	5,838	6,044	1,907	5,006	(1,320)	4,589	6,152	5,960	5,960	6,914	9,640	62,941	
34	Physicals	8,800				292								8,800	
35	Workman's Compensation	34,600		9,168	3,297				31,901			6,430		50,796	
36	Clothing Allowance	8,400	457	168	154	61		108	130	148	2,971	1,025	3,178	8,400	
37	Training	25,217	170	2,443	6,548	(270)	199	1,586	(270)	1,003	3,950	5,292	4,567	25,217	
38	EMS Consumables	15,000	495	56	(1,571)	87	598	949	1,432	602	3,866	3,502	3,779	15,000	
39	Maintenance Plans	4,500											4,500	4,500	
40	Oral Hydration Fluids	1,200											1,200	1,200	
41	Fire Prevention Education	1,000	581		383								36	1,000	
42	Office Expense & Postage	10,000	73	73	647	383	1,359	610	685	236	900	1,398	3,395	10,000	
43	Recruitment & Retention	11,000	(45)	2,509	835	(66)	230	261	122	599	1,161	1,515	1,146	11,000	
44	Payroll Preparation	4,500	350	334	359	408	340	723	383	341	278	285	358	4,500	
45	Ambulance Billing	21,600	3,429	1,834	1,733	2,112	1,455	2,122	1,812	2,000	2,000	1,800	1,800	25,448	
46	Equipment Rental	1,800	127	127	127	152	127	127	127	127	127	127	127	1,800	
47	Internet Provider	3,300	81	218	517	81	311	225	1,254	218	393	300	300	4,239	
48	Bank Charges	800	57	64	98	72	46	23	36	44	59	55	205	800	



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Sonoita-Elgin Fire District															
2	Cash Flow Forecast															
3	July 1, 2020 through June 30, 2021															
4																
5		Budget														
6		2020-2021														Total
7																
82	Other Financing Sources															
83	Unbudgeted Revenue															
84	Palominas Fire District					14,625			(14,625)							0
85	Fire Suppression Excess		2,915				4,045	1,626		13,563	18,505					40,654
86	Grant Revenue		15,120					4,031			8,950					12,981
87	Safer Grant 2016							18,400	10,880							44,400
88	Apparatus Sales															0
89	Miscellaneous Income									374						374
90	Donations		100		1,000				25	1,020	600					2,745
91	Total Unbudgeted Revenue		18,135	0	15,625	4,045	24,057	24,057	(3,720)	14,957	28,055	0	0	0	0	101,154
92																
93	Unbudgeted Expenses															
94	Palominas FD - Chief's Salary		4,333	4,333	4,333	4,333	4,333									17,333
95	Wildland Labor		1,819		1,139	4,818	436									8,212
96	Wildland Expenses		7,520	7,040	6,080	5,200	4,640									30,480
97	Safer 2016 Expenses		13,672	11,373	11,552	14,351	5,076		0	0	0					56,025
98	Total Unbudgeted Expenses															
99																
100	Net Unbudgeted Income (Loss)		4,462	(11,373)	4,073	(10,306)	18,981	18,981	(3,720)	14,957	28,055	0	0	0	0	45,128
101																
102	Net Overall Income (Loss)	0	(109,557)	(90,141)	(76,292)	63,890	257,655	257,655	84,995	(7,439)	(22,545)	(52,487)	121,676	(2,407)	(121,944)	45,403
103																
104	Cash on Hand	761,763	645,997	555,857	479,698	549,795	800,768	800,768	886,440	878,666	857,709					~\$809,000
105																
106																
107																
108																
109																
110																

The Cash on Hand at January 31, 2020 was \$857,709. The Net Overall Income is projected to be \$45,403 at fiscal year end. Since both balances are positive so there is not potentially an adverse impact on operations or liquidity of the district that should be reported to the county Board of Supervisors. Cash on Hand at June 30, 2021 is projected to be approximately \$809,000.