

SEFD Board Packet

27 March 2017

- Agenda
- Minutes - 27 Feb 2017, 6 Mar 2017, 22 Mar 2017
- Notice of Intention to Speak
- Reconciliation & Review sheet
- Balance Sheet
- P & L
- Approval of Financial Documents
- Reconciliation Signature page
- Chase Bank Reconciliation
- National Bank Reconciliation
- Hughes Reconciliation detail
 - Main Share
 - Checking
 - High-yield
 - Premium Yield

Miscellaneous

- Pima County Monthly Tax Report
- Santa Cruz County Monthly Tax Report
- Cash Flow Forecast

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

PURSUANT TO A.R.S. §38.431.02

Notice is hereby given to the general public that the Sonoita-Elgin Fire District (SEFD) Board of Directors (*SEFD is governed by a five member Board pursuant to A.R.S. §48-803.B*) will hold a meeting on Monday, March 27. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 6:00 p.m. local time.

AGENDA:

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

The following agenda items are scheduled for consideration by the SEFD Board of Directors at the board meeting. Action or decisions may or may not be taken on any or all items. Agenda items may or may not be considered in the order listed:

- 1) Brenda Tranchina with Human Resource Strategies will talk about prop 206, Chief's review format, and a brief overview of our HR policies. Chief DeWolf
- 2) Review and approval of the governing board meeting minutes of Feb 27, 2017, Mar 6, 22, 2017
- 3) Report from the Fire Chief regarding the provision of fire and EMS to the SEFD; management and supervision of the SEFD; and any related items concerning community safety including but not limited to the following items.
 - a) Firefighter Oath of Office
 - b) Response and service report.
 - c) Status of grants.
 - d) Fire code and inspection items.
 - e) Current community events.
 - f) Rosemont mine.
 - g) Apparatus update.

Call to the Public.

A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

- 4) Monthly financial reports and consideration of district financial matters pursuant to A.R.S. §48-807:
 - a) Review and approval of monthly financial reports for Feb 2016 to include: reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions in which the SEFD maintains an account
- 5) Discussion and date for special meeting for review of the cash flow forecast: S. Jenkins

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

- 6) Discussion and possible action on **A) Review and Establishment of the Chief's goals for the upcoming year B) Establish the Chief's evaluation time line.** S. Archibald
- 7) Discussion and action on Resolution 03-27-17 authorizes of Chief DeWolf to sell 4- aged out vehicles and acquire one new staff vehicle with the funds acquired from sales : Chief DeWolf

NOTICE: The Sonoita-Elgin Fire District Board of Directors may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S.§38-431.03(A)(3).

Governing board members may attend telephonically.

The undersigned hereby attests that a copy of this meeting agenda was duly posted at the following locations:

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

Governing board meeting agenda dated and posted: Mar 24, 2017. At:

1300 p.m. Local Time

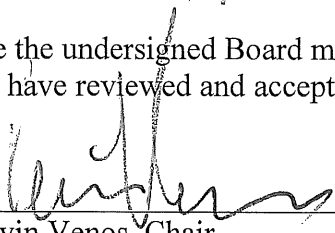
By *Kathy L. Goodwin* Kathy L. Goodwin, Admin to the SEFD Fire Chief



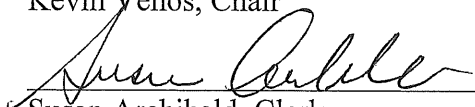
Administrative Review of February 2017 Financial Documents
Senoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Senoita, AZ
27 March 2017
6 p.m.

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

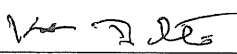
We the undersigned Board members of the Senoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the February 2017 financial reports as presented.



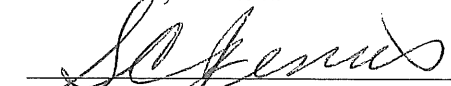
Kevin Venos, Chair



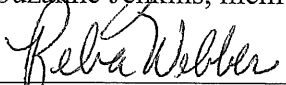
Susan Archibald, Clerk



Kurt Bahti, member



Suzanne Jenkins, member



Reba Webber, member

**SEFD
Balance Sheet
As of February 28, 2017**

	Feb 28, 17
ASSETS	
Current Assets	
Checking/Savings	
Chase - Checking	-11,217.14
Chase - Savings	199,188.56
National Bank Money Market	139,761.46
Hughes Premium Yield	167,276.10
Hughes High Yield	2,250.86
1002 - Hughes Checking	7,661.81
Hughes Main Share	57.27
SCC Treasurer	19,358.37
Pima Co. Treasurer	3,667.37
Petty Cash	700.00
Total Checking/Savings	528,704.66
Total Current Assets	528,704.66
TOTAL ASSETS	528,704.66
LIABILITIES & EQUITY	
Equity	
30000 - Fund Balance - Unrestricted	406,206.69
Board Designated - PPE	53,750.00
Board Designated-Def.Bldg.Maint	20,000.00
Restricted - Life Pac Donation	5,000.00
Net Income	43,747.97
Total Equity	528,704.66
TOTAL LIABILITIES & EQUITY	528,704.66

SEFD Profit & Loss Budget Performance February 2017

		Feb 17	Jul '16 - Feb 17	YTD Budget	% of Budget
Ordinary Income/Expense					
Income					
Taxes					
	Santa Cruz County	19,356.34	518,543.04	779,154.00	66.55%
	Pima County	2,927.80	82,004.99	125,644.00	65.27%
	Total Taxes	22,284.14	600,548.03	904,798.00	66.37%
Special Assessments					
	FDAT - Santa Cruz	0.00	20,561.50	41,123.00	50.0%
	FDAT - Pima County	733.64	14,248.67	22,577.00	63.11%
	Total Special Assessments	733.64	34,810.17	63,700.00	54.65%
Charges for Services					
	Fire Suppression	888.13	95,079.87	30,000.00	316.93%
	Coverage Events	0.00	2,501.76	2,200.00	113.72%
	Ambulance	18,517.48	179,835.24	225,000.00	79.93%
	Total Charges for Services	19,405.61	277,416.87	257,200.00	107.86%
Contributions					
	Restricted by Donor	-1,787.58	-1,787.58		
	Contributions - Other	0.00	6,411.78	5,200.00	123.3%
	Total Contributions	-1,787.58	4,624.20	5,200.00	88.93%
Interest Income					
	Money Market/Savings	21.10	1,003.36	700.00	143.34%
	Santa Cruz	2.03	21.48		
	Pima County	5.93	44.61		
	Interest Income - Other	0.00	66.20		
	Total Interest Income	29.06	1,135.65	700.00	162.24%
	Fundraising Events	517.00	770.13	3,600.00	21.39%
	Rental Income	30.00	430.00	400.00	107.5%
	Prior Year Carryforward	0.00	0.00	34,159.00	0.0%
	Total Income	41,211.87	919,735.05	1,269,757.00	72.43%
Expense					
Payroll Expenses					
	5101 · Salaries				
	5103 · Wildland labor W-2	0.00	10,455.06		
	Bookkeeper	1,000.00	8,000.00	12,000.00	66.67%
	5101 · Salaries - Other	42,555.62	343,816.77	538,217.00	63.88%
	Total 5101 · Salaries	43,555.62	362,271.83	550,217.00	65.84%
	5105 · Vacation/Holiday W-2	3,266.28	21,493.02	45,951.00	46.77%
	5107 · Coverage	0.00	0.00	3,500.00	0.0%
	5109 · Stipend Transport 1099	5,840.00	50,710.00	58,400.00	86.83%
	5110 · Weekend Stipend	1,280.00	8,960.00	20,000.00	44.8%
	Total Payroll Expenses	53,941.90	443,434.85	678,068.00	65.4%
Employee Benefits					
	5121 · Payroll Taxes	3,063.62	22,108.00	22,000.00	100.49%

SEFD Profit & Loss Budget Performance February 2017

	Feb 17	Jul '16 - Feb 17	YTD Budget	% of Budget
5122 · CopperPoint	9,148.32	20,289.78	35,000.00	57.97%
5123 · PSPRS	4,501.88	35,496.40	70,000.00	50.71%
5124 · ASRS	451.81	3,825.03	5,500.00	69.55%
5125 457 Plan	0.00	0.00		
5125 · Employee Health Insurance	4,215.81	36,763.96	43,200.00	85.1%
5127 · AFLAC	-378.70	-378.70		
5129 · SEFFA	0.00	0.00		
Physicals/Exams	0.00	1,458.00	8,800.00	16.57%
Clothing Allowance	313.47	3,005.72	8,400.00	35.78%
Total Employee Benefits	21,316.21	122,568.19	192,900.00	63.54%
Training & Prevention				
Training	3,023.33	15,302.85	20,000.00	76.51%
Chief Education	226.81	1,814.48	3,400.00	53.37%
EMS Consumables	1,260.95	8,627.42	15,000.00	57.52%
Maintenance Plans	0.00	3,650.88	4,500.00	81.13%
Oral Hydration Fluids	0.00	287.04	1,200.00	23.92%
Fire Prevention Education	0.00	0.00	1,500.00	0.0%
Total Training & Prevention	4,511.09	29,682.67	45,600.00	65.09%
Administration				
Office Expense & Postage	474.96	8,026.68	10,000.00	80.27%
5115 · Recruitment & Retention	464.19	9,855.43	11,000.00	89.6%
Payroll Preparation	288.34	3,044.14	4,500.00	67.65%
Aero Med Billing	2,190.52	13,956.95	18,000.00	77.54%
Equipment Rental	127.21	1,114.90	2,300.00	48.47%
Internet Provider	117.47	1,122.48	2,000.00	56.12%
Bank Charges	63.23	463.51	800.00	57.94%
Background checks	0.00	400.00	1,200.00	33.33%
Total Administration	3,725.92	37,984.09	49,800.00	76.27%
Professional Services				
Administrator	0.00	0.00	9,000.00	0.0%
Legal Fees	48.75	1,268.75	2,500.00	50.75%
Accounting	0.00	8,000.00	8,000.00	100.0%
Special Election	0.00	874.98	10,000.00	8.75%
Total Professional Services	48.75	10,143.73	29,500.00	34.39%
Utilities & Communications				
Telephone	677.72	5,704.58	9,000.00	63.38%
Batteries & Repair	164.53	718.45	3,000.00	23.95%
Computer/IT Support	0.00	1,244.01	2,000.00	62.2%
Dispatch Service	0.00	3,414.00	5,500.00	62.07%
Utilities	1,407.30	10,614.20	17,000.00	62.44%
Total Utilities & Communications	2,249.55	21,695.24	36,500.00	59.44%
Insurance				
Liability	6,053.00	20,713.00	30,000.00	69.04%
Total Insurance	6,053.00	20,713.00	30,000.00	69.04%



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

February 2017

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

Reconciled by *Dianna Rutter*

Date of reconciliation 3-13-17

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

3173 N. Hwy 83

<http://www.sefd911.org>

SEFD
Reconciliation Detail
Chase - Checking, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						8,018.97
Cleared Transactions						
Checks and Payments - 29 items						
Check	12/15/2016	1339	T.J. O'Neill	X	-8.64	-8.64
Check	1/27/2017	1369	Health Net of Arizona	X	-7,709.92	-7,718.56
Check	1/31/2017	1373	Brake Max Corporate LLC	X	-4,890.69	-12,609.25
Check	1/31/2017	1371	PSPRS	X	-4,364.42	-16,973.67
Check	1/31/2017	1381	L.N. Curtis & Sons	X	-1,086.00	-18,059.67
Check	1/31/2017	1374	Vicki J. Rutter, CPA	X	-1,000.00	-19,059.67
Check	1/31/2017	1382	Quill Corporation	X	-687.09	-19,746.76
Check	1/31/2017	1370	Arizona State Retirement System	X	-500.36	-20,247.12
Check	1/31/2017	1383	Voyager Fleet Systems Inc.	X	-475.99	-20,723.11
Check	1/31/2017	1387	Aflac	X	-378.70	-21,101.81
Check	1/31/2017	1386	Verizon Wireless	X	-338.33	-21,440.14
Check	1/31/2017	1385	Valley Imaging Solutions	X	-333.99	-21,774.13
Check	1/31/2017	1389	CenturyLink	X	-318.92	-22,093.05
Check	1/31/2017	1380	GALLS, LLC	X	-313.47	-22,406.52
Check	1/31/2017	1384	GreatAmerica Financial Svcs.	X	-154.93	-22,561.45
Check	1/31/2017	1379	Dennis Connors	X	-145.46	-22,706.91
Check	1/31/2017	1392	Arizona Dept. of Public Safety	X	-100.00	-22,806.91
Check	1/31/2017	1376	Anna Courson	X	-93.69	-22,900.60
Check	1/31/2017	1391	WellAmerica	X	-92.00	-22,992.60
Check	1/31/2017	1372	Advantage Medical & Oxygen Sup.	X	-85.00	-23,077.60
Check	1/31/2017	1388	Landmark Insurance	X	-17.04	-23,094.64
Check	1/31/2017	1375	T.J. O'Neill	X	-13.60	-23,108.24
Transfer	2/6/2017			X	-35,000.00	-58,108.24
Check	2/15/2017	1399	CopperPoint	X	-9,148.32	-67,256.56
Check	2/15/2017	1394	PSPRS	X	-4,579.50	-71,836.06
Check	2/15/2017	1396	Sulpher Springs Valley Electric Co-op	X	-1,285.20	-73,121.26
Check	2/15/2017	1393	Arizona State Retirement System	X	-490.34	-73,611.60
Check	2/15/2017	1395	L.N. Curtis & Sons	X	-10.00	-73,621.60
Check	2/28/2017			X	-63.23	-73,684.83
Total Checks and Payments					-73,684.83	-73,684.83
Deposits and Credits - 4 items						
Transfer	2/1/2017			X	16,000.00	16,000.00
Transfer	2/13/2017			X	4,605.38	20,605.38
Transfer	2/13/2017			X	35,174.48	55,779.86
Transfer	2/16/2017			X	13,000.00	68,779.86
Total Deposits and Credits					68,779.86	68,779.86
Total Cleared Transactions					-4,904.97	-4,904.97
Cleared Balance					-4,904.97	3,114.00
Uncleared Transactions						
Checks and Payments - 11 items						
Check	9/30/2016	1247	Matthew Ogle		-42.92	-42.92
Check	10/14/2016	1260	Sonoita Auto Service Center		-28.00	-70.92
Check	12/30/2016	1362	Matthew Ogle		-116.42	-187.34
Check	1/31/2017	1390	Peggie Wagoner		-216.39	-403.73
Check	1/31/2017	1377	Buck Tegowski		-93.69	-497.42
Check	1/31/2017	1378	Jacob Ruppel		-66.12	-563.54
Check	2/15/2017	1398	AERO Med Claims		-2,190.52	-2,754.06
Check	2/15/2017	1397	Advantage Medical & Oxygen Sup.		-90.00	-2,844.06
Check	2/28/2017	1401	Jones-Wilson Insurance		-6,053.00	-8,897.06
Check	2/28/2017	1400	PSPRS		-4,434.08	-13,331.14
Check	2/28/2017	1402	Vicki J. Rutter, CPA		-1,000.00	-14,331.14
Total Checks and Payments					-14,331.14	-14,331.14
Total Uncleared Transactions					-14,331.14	-14,331.14
Register Balance as of 02/28/2017					-19,236.11	-11,217.14

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03/13/17

SEFD
Reconciliation Detail
Chase - Checking, Period Ending 02/28/2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
New Transactions						
Deposits and Credits - 1 item						
Transfer	3/6/2017				19,358.37	19,358.37
Total Deposits and Credits					<u>19,358.37</u>	<u>19,358.37</u>
Total New Transactions					<u>19,358.37</u>	<u>19,358.37</u>
Ending Balance					<u><u>122.26</u></u>	<u><u>8,141.23</u></u>

SEFD
Reconciliation Detail
 Chase - Savings, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						202,135.38
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	2/1/2017			X	-16,000.00	-16,000.00
Check	2/5/2017		Chase Card Services	X	-8,959.18	-24,959.18
Transfer	2/16/2017			X	-13,000.00	-37,959.18
Total Checks and Payments					-37,959.18	-37,959.18
Deposits and Credits - 2 items						
Transfer	2/6/2017			X	35,000.00	35,000.00
Deposit	2/28/2017			X	12.36	35,012.36
Total Deposits and Credits					35,012.36	35,012.36
Total Cleared Transactions					-2,946.82	-2,946.82
Cleared Balance					-2,946.82	199,188.56
Register Balance as of 02/28/2017					-2,946.82	199,188.56
Ending Balance					-2,946.82	199,188.56

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03/13/17

SEFD
Reconciliation Detail
Hughes Main Share, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.27
Cleared Balance						57.27
Register Balance as of 02/28/2017						57.27
Ending Balance						57.27

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3-13-17

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03/13/17

SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,250.86
Cleared Balance						2,250.86
Register Balance as of 02/28/2017						2,250.86
Ending Balance						2,250.86

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31377

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03/13/17

SEFD
Reconciliation Detail
Hughes Premium Yield, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						119,276.10
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	2/10/2017			X	-35,000.00	-35,000.00
Transfer	2/17/2017			X	-5,000.00	-40,000.00
Transfer	2/22/2017			X	-40,000.00	-80,000.00
Total Checks and Payments					-80,000.00	-80,000.00
Deposits and Credits - 1 item						
Check	1/31/2017	558	Sonoita-Elgin Fire District	X	128,000.00	128,000.00
Total Deposits and Credits					128,000.00	128,000.00
Total Cleared Transactions					48,000.00	48,000.00
Cleared Balance					48,000.00	167,276.10
Register Balance as of 02/28/2017					48,000.00	167,276.10
New Transactions						
Checks and Payments - 1 item						
Transfer	3/13/2017				-40,000.00	-40,000.00
Total Checks and Payments					-40,000.00	-40,000.00
Total New Transactions					-40,000.00	-40,000.00
Ending Balance					8,000.00	127,276.10

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3/13/17

Reconciliation Detail

1002 - Hughes Checking, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						19,947.54
Cleared Transactions						
Checks and Payments - 50 items						
Check	12/30/2016	10621	Newham Chase	X	-480.00	-480.00
Check	12/30/2016	10611	Sink Laura	X	-462.05	-942.05
General Journal	12/30/2016	Reclass	B & B Selectcom, Inc.	X	-356.48	-1,298.53
Check	1/9/2017	1602	AZ Center for Fire Service Excellence	X	-50.00	-1,348.53
Check	1/23/2017	1619	Kevin Venos	X	-644.78	-1,993.31
Check	1/27/2017	1623	SecureCare Dental	X	-337.36	-2,330.67
Check	1/27/2017	1622	Sonoita Valley Water Co., Inc.	X	-106.97	-2,437.64
Check	1/31/2017	1624	B & B Selectcom, Inc.	X	-4,884.62	-7,322.26
Check	1/31/2017	10650	Mark Allen Bennett	X	-2,103.42	-9,425.68
Check	1/31/2017	10651	Burns Alexander	X	-1,025.93	-10,451.61
Check	1/31/2017	10639	O'Neill Thomas	X	-946.73	-11,398.34
Check	1/31/2017	10637	McFarland Justin	X	-677.91	-12,076.25
Check	1/31/2017	10653	Deforest Jade	X	-662.91	-12,739.16
Check	1/31/2017	10642	LaGosh Nicole	X	-640.00	-13,379.16
Check	1/31/2017	10636	Crain Trevor	X	-604.63	-13,983.79
Check	1/31/2017	10647	Silverwind Kenneth	X	-480.00	-14,463.79
Check	1/31/2017	10649	Wiersma Eleanor	X	-480.00	-14,943.79
Check	1/31/2017	10635	Sink Laura	X	-462.47	-15,406.26
Check	1/31/2017	10652	Wright John	X	-438.13	-15,844.39
Check	1/31/2017	10640	Joseph W De Wolf	X	-416.65	-16,261.04
Check	1/31/2017	10641	Gregson Jordan	X	-400.00	-16,661.04
Check	1/31/2017	10638	Messmer Ethan	X	-332.07	-16,993.11
Check	1/31/2017	10645	Newham Chase	X	-320.00	-17,313.11
Check	1/31/2017	10644	McGonigle Michael	X	-80.00	-17,393.11
Check	1/31/2017	10646	Ruppel Jessica	X	-71.72	-17,464.83
Check	2/1/2017	1625	GAR Painting and Drywall	X	-3,625.00	-21,089.83
Check	2/2/2017	1626	Peggy Le Veque	X	-101.78	-21,191.61
General Journal	2/15/2017	R		X	-16,832.04	-38,023.65
General Journal	2/15/2017	R		X	-5,501.68	-43,525.33
Check	2/15/2017	10658	Mark Allen Bennett	X	-2,103.42	-45,628.75
Check	2/15/2017	10660	Wright John	X	-1,072.25	-46,701.00
Check	2/15/2017	10659	Burns Alexander	X	-978.18	-47,679.18
Check	2/15/2017	10661	Deforest Jade	X	-810.83	-48,490.01
Check	2/15/2017	1636	GuardianEMS	X	-598.38	-49,088.39
Check	2/15/2017	1631	Boundtree Medical	X	-572.57	-49,660.96
Check	2/15/2017	10654	Sink Laura	X	-516.05	-50,177.01
Check	2/15/2017	10657	Messmer Ethan	X	-467.95	-50,644.96
Check	2/15/2017	1637	GALLS, LLC	X	-313.47	-50,958.43
Check	2/15/2017	1633	U.S. Department of Education	X	-226.81	-51,185.24
Check	2/15/2017	10655	Crain Trevor	X	-159.98	-51,345.22
General Journal	2/15/2017	R		X	-136.12	-51,481.34
Check	2/15/2017	1640	Direct TV	X	-129.98	-51,611.32
Check	2/15/2017	1632	Trans World Network Corp.	X	-80.33	-51,691.65
Check	2/15/2017		AXA	X	-75.00	-51,766.65
Check	2/15/2017	1635	Merles Automotive Supply	X	-38.77	-51,805.42
Check	2/15/2017	1629	Grace Estell	X	-31.42	-51,836.84
Check	2/17/2017	1642	GAR Painting and Drywall	X	-3,625.00	-55,461.84
General Journal	2/28/2017			X	-18,741.51	-74,203.35
General Journal	2/28/2017			X	-5,532.72	-79,736.07
General Journal	2/28/2017	Reclass		X	-152.22	-79,888.29
Total Checks and Payments					-79,888.29	-79,888.29

SEFD
Reconciliation Detail
1002 - Hughes Checking, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 20 items						
Check	12/30/2016	1594	B & B Selectcom, Inc.	X	0.00	0.00
Deposit	2/1/2017			X	2.20	2.20
Deposit	2/1/2017			X	633.27	635.47
Deposit	2/3/2017			X	372.34	1,007.81
Deposit	2/6/2017			X	94.98	1,102.79
Deposit	2/8/2017			X	1,154.24	2,257.03
Transfer	2/10/2017			X	35,000.00	37,257.03
Deposit	2/13/2017			X	491.40	37,748.43
Deposit	2/13/2017			X	573.68	38,322.11
Deposit	2/14/2017			X	641.71	38,963.82
Deposit	2/16/2017			X	125.35	39,089.17
Deposit	2/16/2017			X	642.10	39,731.27
Deposit	2/16/2017			X	903.82	40,635.09
Deposit	2/17/2017			X	533.90	41,168.99
Transfer	2/17/2017			X	5,000.00	46,168.99
Deposit	2/21/2017			X	923.39	47,092.38
Deposit	2/21/2017			X	1,807.64	48,900.02
Transfer	2/22/2017			X	40,000.00	88,900.02
General Journal	2/28/2017	Recla...	B & B Selectcom, Inc.	X	356.48	89,256.50
Deposit	2/28/2017			X	1,761.84	91,018.34
Total Deposits and Credits					91,018.34	91,018.34
Total Cleared Transactions					11,130.05	11,130.05
Cleared Balance					11,130.05	31,077.59
Uncleared Transactions						
Checks and Payments - 43 items						
Check	7/31/2015	10170	Burns Alexander		-126.17	-126.17
Check	1/15/2016	10271	Cleveland Robert		-162.30	-288.47
Check	2/29/2016	10331	Valdez John		-177.58	-466.05
Check	4/13/2016	1501	AZ Center for Fire Service Excellence		-25.00	-491.05
Check	9/30/2016	1550	Cody Ayon		-35.16	-526.21
Check	12/30/2016	10617	Ruppel Jacob		-680.32	-1,206.53
Check	1/13/2017	1615	Katherine Prentice		-66.70	-1,273.23
Check	1/23/2017	1621	Kurt Bahti		-448.20	-1,721.43
Check	1/31/2017	10643	Madden Jamie		-160.00	-1,881.43
Check	1/31/2017	10648	Trumpinski Benjamin		-80.00	-1,961.43
Check	2/15/2017	1634	Ace Hardware		-814.17	-2,775.60
Check	2/15/2017	10656	McFarland Justin		-453.72	-3,229.32
Check	2/15/2017	1641	Quill Corporation		-258.07	-3,487.39
Check	2/15/2017	1639	Mountain Empire Rotary		-165.00	-3,652.39
Check	2/15/2017	1638	Sidney Lex Felker PC		-48.75	-3,701.14
Check	2/15/2017	1630	Katherine Prentice		-31.58	-3,732.72
Check	2/15/2017	1627	Firehouse		-29.95	-3,762.67
Check	2/15/2017	1628	Jade Deforest		-22.69	-3,785.36
Check	2/24/2017	1640	Health Net of Arizona		-6,130.89	-9,916.25
Check	2/24/2017	1641	SecureCare Dental		-337.36	-10,253.61
Check	2/24/2017	1642	Sonoita Valley Water Co., Inc.		-122.10	-10,375.71
Check	2/28/2017	1652	B & B Selectcom, Inc.		-3,198.26	-13,573.97
Check	2/28/2017	10671	Mark Allen Bennett		-2,103.42	-15,677.39
Check	2/28/2017	10667	LaGosh Nicole		-1,120.00	-16,797.39
Check	2/28/2017	10672	Burns Alexander		-978.18	-17,775.57
Check	2/28/2017	10666	Gregson Jordan		-800.00	-18,575.57
Check	2/28/2017	10664	Messmer Ethan		-679.22	-19,254.79
Check	2/28/2017	10663	Crain Trevor		-587.75	-19,842.54
Check	2/28/2017	10673	Deforest Jade		-508.04	-20,350.58
Check	2/28/2017	10662	Sink Laura		-462.46	-20,813.04
Check	2/28/2017	1651	Arizona State Retirement System		-413.28	-21,226.32
Check	2/28/2017	10665	Joseph W De Wolf		-404.46	-21,630.78
Check	2/28/2017	1646	Verizon Wireless		-358.80	-21,989.58
Check	2/28/2017	10669	Newham Chase		-320.00	-22,309.58
Check	2/28/2017	1644	Valley Imaging Solutions		-319.87	-22,629.45
Check	2/28/2017	1645	CenturyLink		-318.92	-22,948.37
Check	2/28/2017	10670	Wiersma Eleanor		-160.00	-23,108.37
Check	2/28/2017	10668	Murphy Kathleen		-160.00	-23,268.37
Check	2/28/2017	1647	GreatAmerica Financial Svcs.		-127.21	-23,395.58

UR
3-13-17

Reconciliation Detail

1002 - Hughes Checking, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Check	2/28/2017	1648	Municipal Emergency Services		-72.59	-23,468.17
Check	2/28/2017	1643	SCC Board of Supervisors		-58.64	-23,526.81
Check	2/28/2017	1649	Truly Nolen of America, Inc.		-42.00	-23,568.81
Check	2/28/2017	1650	Quill Corporation		-30.46	-23,599.27
Total Checks and Payments					-23,599.27	-23,599.27
Deposits and Credits - 1 item						
Deposit	2/8/2017				183.49	183.49
Total Deposits and Credits					183.49	183.49
Total Uncleared Transactions					-23,415.78	-23,415.78
Register Balance as of 02/28/2017					-12,285.73	7,661.81
New Transactions						
Checks and Payments - 10 items						
Check	3/7/2017	1653	Petty Cash		-632.10	-632.10
Check	3/8/2017	1654	Mr. Shed		-6,022.12	-6,654.22
General Journal	3/15/2017	Recla...			-18,604.32	-25,258.54
General Journal	3/15/2017	Recla...			-5,352.96	-30,611.50
Check	3/15/2017	10676	Mark Allen Bennett		-2,103.42	-32,714.92
Check	3/15/2017	10677	Burns Alexander		-978.18	-33,693.10
Check	3/15/2017	10678	Deforest Jade		-662.91	-34,356.01
Check	3/15/2017	10674	Sink Laura		-310.37	-34,666.38
General Journal	3/15/2017	Recla...			-134.54	-34,800.92
Check	3/15/2017	10675	Crain Trevor		-79.98	-34,880.90
Total Checks and Payments					-34,880.90	-34,880.90
Deposits and Credits - 3 items						
Deposit	3/1/2017				1,163.79	1,163.79
Deposit	3/3/2017				645.27	1,809.06
Transfer	3/13/2017				40,000.00	41,809.06
Total Deposits and Credits					41,809.06	41,809.06
Total New Transactions					6,928.16	6,928.16
Ending Balance					-5,357.57	14,589.97

SEFD
Reconciliation Detail
National Bank Money Market, Period Ending 02/28/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						245,992.59
Cleared Transactions						
Checks and Payments - 1 item						
Check	1/31/2017	558	Sonoita-Elgin Fire District	X	-128,000.00	-128,000.00
Total Checks and Payments					-128,000.00	-128,000.00
Deposits and Credits - 9 items						
Deposit	2/6/2017			X	928.13	928.13
Deposit	2/6/2017			X	1,967.07	2,895.20
Deposit	2/13/2017			X	517.00	3,412.20
Deposit	2/13/2017			X	11,622.87	15,035.07
Deposit	2/14/2017			X	4,244.98	19,280.05
Deposit	2/23/2017			X	450.00	19,730.05
Deposit	2/23/2017			X	1,012.28	20,742.33
Deposit	2/23/2017			X	1,020.00	21,762.33
Deposit	2/28/2017			X	6.54	21,768.87
Total Deposits and Credits					21,768.87	21,768.87
Total Cleared Transactions					-106,231.13	-106,231.13
Cleared Balance					-106,231.13	139,761.46
Register Balance as of 02/28/2017					-106,231.13	139,761.46
New Transactions						
Deposits and Credits - 4 items						
Deposit	3/3/2017				2,069.11	2,069.11
Deposit	3/6/2017				3,312.94	5,382.05
Deposit	3/8/2017				475.00	5,857.05
Deposit	3/8/2017				2,519.68	8,376.73
Total Deposits and Credits					8,376.73	8,376.73
Total New Transactions					8,376.73	8,376.73
Ending Balance					-97,854.40	148,138.19

UR
3-13-17

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-17		\$ 35,174.48
State Pool Investment		1.07 0.96	2.03
Levied Revenue Earned			
	88005	409.68	19,356.34
	88031	519.12	
	88042	1,654.04	
	88056	242.13	
	88073	376.64	
	88096	1,035.26	
	88106	1,224.42	
	88193	4,309.36	
	88224	2,606.70	
	88291	6,978.99	
Check#	43194	(35,174.48)	(35,174.48)
Journal Entries	JE-000	-	-
Ending Balance	February-17		<u>\$ 19,358.37</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-2017
As of March 14, 2017

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

\$ 3,667.37

<u>Real Estate Taxes</u>	<u>Amount</u>
Tax Year 2016	2,692.40
Tax Year 2015	235.40
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
<hr/>	
Subtotal Real Estate Taxes	<u>2,927.80</u>
<u>Personal Property Taxes Collected</u>	<u>Amount</u>
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
<hr/>	
Subtotal Personal Property Taxes Collected	<u>-</u>
<u>In-Lieu Taxes Collected</u>	<u>Amount</u>
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2010	-
<hr/>	
Subtotal In-Lieu Taxes Collected	<u>-</u>
<u>Fire District Assistance</u>	<u>Amount</u>
Tax Year 2016	674.58
Tax Year 2015	58.65
Tax Year 2014	0.25

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
Remittance of Revenue Collected for the Period: FEB-2017
As of March 14, 2017

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

\$ 3,667.37

Tax Year 2013	0.12	
Tax Year 2012	0.01	
Tax Year 2011	0.01	
Tax Year 2010	0.02	
<hr/>		
Subtotal Fire District Assistance		<u>733.64</u>
Investment Income	Amount	
<hr/>		
Interest Allocation	5.93	
<hr/>		
Subtotal Investment Income		<u>5.93</u>
<hr/>		
Grand Total		<u><u>3,667.37</u></u>

SEFD Cash Flow Forecast July 1, 2016 - June 30, 2017

	Budget 2016-2017	Actual												Forecast			Forecast	
		July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	Actual January 2017	Actual February 2017	Actual March 2017	Actual April 2017	Actual May 2017	Actual June 2017	Forecast 2017	Forecast Total	Forecast 2017/2018		
Revenues																		
Fire District Tax																		
Santa Cruz County	779,154	2,358	2,631	52,482	170,449	178,403	57,693	35,171	19,356	29,824	78,786	101,462	50,539	779,154				
Pima County	125,644	3,141	1,158	12,178	27,436	22,311	8,702	4,151	2,928	8,554	15,301	13,012	6,662	125,644				
Fire District Assistance Tax																		
Santa Cruz County	41,123						20,562											
Pima County	22,577	215	172	1,861	5,716	4,168	936	446	734	1,146	4,131	2,358	609	41,123				
Fire Suppression Income	30,000	2,588	1,166	8,370	38,199	38,199	58	43,926	888					22,492				
Coverage Events	2,200			1,376	832	294								95,195				
Ambulance Revenues	225,000	14,028	19,111	25,557	28,670	22,263	24,869	27,837	18,517	24,016	14,560	4,854	718	2,502				
Fundraising Events	3,600				140	180	5	-73	517	440				225,000				
Donations	5,200	250		-612	200	530	40	6,004	-1,787	500				1,765				
Restricted Grants	0													5,125				
Interest Income	700	222	18	76	331	151	46	263	29	22	20	23		0				
Rental Income	400	120		70			45	165	30	40	20	15		1,201				
Prior Year Carryforward	34,159													505				
														34,159				
Total Revenues	1,269,757	22,922	24,256	101,358	233,774	266,205	112,956	118,184	41,212	64,542	112,818	121,724	80,854	1,334,964			1,269,757	
Operating Expenses																		
Salaries	550,217	47,523	55,185	51,354	45,843	62,020	52,433	44,986	43,556	44,395	45,000	45,000	45,000	582,295				
Vacation/Holiday	45,951	5,474	1,613	1,304	1,905	2,535	2,531	2,865	3,266	697	729	1,498	15,935	40,352				
Coverage	3,500									300			2,713	40,352				
Stipend Transport	58,400	5,520	5,830	8,240	6,720	7,760	4,880	7,040	5,840	5,887	2,475	1,551	450	3,013				
Weekend Stipend	20,000	720	800	1,040	1,120	1,440	1,440	0	1,280	1,667	1,667	1,667	1,667	61,743				
Payroll Taxes	22,000	2,439	2,954	2,598	2,260	3,025	2,155	3,614	3,064	2,003	2,234	2,152	1,159	14,507				
Workman's Compensation	35,000	2,559	160					8,423	9,148		7,000	6,987	1,110	29,657				
PSRS	70,000	4,392	194	9,711	3,804	4,409	4,218	4,266	4,502	4,409	5,499	6,303	9,723	35,387				
ASRS	5,500	491	-38	1,009	457	495	488	471	452	450	332	450	450	61,430				
Health Insurance	43,200	4,469	4,959	4,119	4,331	4,456	4,419	5,795	3,837	3,308	3,732	3,564	450	5,507				
Physicals	8,800	1,120				246		92		1,069	4,274	54	1,935	46,989				
Clothing Allowance	8,400		540	388	837	171	318	438	314	683	330	1,610	54	8,790				
Training	20,000	6,920	-140	2,337	15	-140	2,055	1,233	3,023				2,771	8,400				
Chief Education	3,400	227	227	227	227	227	227	227	227	227	227	227	227	8,400				
EMS Consumables	15,000	880	1,207	2,143	521	8,758	-7,165	1,022	1,261	155	1,450	1,021	3,876	15,303				
Maintenance Plans	4,500	3,651											74	15,303				
Oral Hydration Fluids	1,200					287							913	20,000				
Fire Prevention Education	1,500												1,291	1,500				
Office Expense & Postage	10,000	667	1,699	1,012	1,944	559	882	790	475	1,466	64	250	250	10,058				
Recruitment & Retention	11,000	-364	990	1,879	1,408	433	1,699	3,347	464				1,144	11,000				
Payroll Preparation	4,500	298	293	299	317	317	947	303	288	296	577	280	214	4,411				
Ambulance Billing	18,000	990	1,121	1,516	1,948	2,354	1,586	2,252	2,191	1,397	1,446	2,000	1,199	20,000				
Equipment Rental	2,300		324	227	127	127	127	282	127	127	127	127	127	1,622				
Internet Provider	2,000		200	227	117	263	80	117	117	608	117	117	76	2,000				
Bank Charges	800	46	47	65	86	45	67	44	63	40	42	17	85	800				
Background Checks	1,200	300			49			100						647				
Legal Fees	2,500	143	184	146		698		49			928		303	1,200				
Accounting Fees	8,000					8,000								2,500				
Election Expenses	10,000						875							8,000				
Administrator	9,000													875				
Telephone	9,000	810	678	642	669	641	929	657	678	734	634	637	9,000	9,001				
Batteries & Repair	3,000	182	179	186	7				164				1,714	2,432				

