

SEFD Board Packet

18 Dec 2017

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- Minutes - 27 Nov 2017
- Notice of Intention to Speak
- Reconciliation & Review sheet
- Balance Sheet
- P & L
- Approval of Financial Documents
- Reconciliation Signature page
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- 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, Dec 18, 2017. 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: 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) Oath of Office for Chris Johnson: S. Archibald
- 2) Selection of Board officers (Chairperson and a Board Clerk) : S. Archibald
- 3) Review and approval of the governing board meeting minutes of Nov 20, 27, 2017.
- 4) 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) Grants 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.

- 5) Monthly financial reports and consideration of district financial matters pursuant to A.R.S. §48-807:

Sonoita-Elgin Fire District
Governing Board Meeting Agenda

- a) Review and approval of monthly financial reports for Nov 2017 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

- 6) Strategic Plan update and outline: S. Archibald
- 7) Thank you gift cards for personnel : S. Archibald

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

Governing board members may attend telephonically.

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

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

Governing board meeting agenda dated and posted: Dec 15, 2017. at 17:00
p.m. Local Time

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

Minutes to the regular meeting of the Board of Directors fo the Sonoita-Elgin Fire District
27 November 2017
6 pm

Call to Order

Roll Call of Board Members – Jenkins, Webber, Archibald, Bahti

Pledge of Allegiance

Review and approval of the governing board meeting minutes of Oct 23, 2017 – motion by Jenkins to approve minutes as written, seconded by Bahti, motion carried unanimously.

Report from the Fire Chief – Chief presented information on the October call load, wildland fire income, we've got two California calls to come in yet. The Palominas –SEFD IGA is going along great; I'm spending about 1.5 to 2 days. They have some department of labor issues coming up next month where they were not paying the proper overtime. Their apparatus pump-testing haven't been kept up since 2014. So there are things like that that we're working through. We invoiced them today for the December invoice.

Wednesday we had a wreck with one of our brush trucks, a semi crossed a solid yellow line and hit our vehicle. We had the appraiser out on Friday, so we'll see what they decide to do. We had three individuals in the vehicle. There were no injuries. Our driver was paying attention and when she saw the semi in the rear view mirror, she was able to pull back in but the semi clipped the front end, you can see the damage here. (Chief pointed to the displayed photos.)

We worked on some strategic planning with our dispatchers, and we'll continue to do this with each crew, our volunteers and our paid staff.

Call to the Public - None

Monthly financial reports – V. Rutter presented the October Balance Sheet and Profit & Loss Statement, and the Cash Flow Forecast to the Board. There were no unusual transactions or information to report. Motion to accept the finances as presented by Webber, seconded by Bahti, motion carried unanimously.

Discussion and action on appointing a new Board member to fill the 3 year term left vacant: After much discussion as to how to interpret the board policy for determining a new board member to fill the board vacancy, the board had an open discussion amongst the board members regarding each of the applicants. Motion was made by Bahti to select Pat Robinson, there was no second, motion died. Motion by Webber for Chris Johnson, seconded by Sue Archibald. Ayes: Webber, Bahti, Archibald, Nays: Jenkins. Motion carried. Chris Johnson was selected to replace Kevin Venos on the SEFD Board. Of Directors.

Discussion and action on accepting the FY2016-2017 Audit Report – Jenkins stated she had a sit down with Chief & Vicki and asked some questions; the audit was good. One of my questions was in regard to the selection of auditors and how often we went out for bid. Motion to accept the audit as presented was made by Webber, seconded by Jenkins, motion carried unanimously.

Discussion and acknowledgement of Propose services of Bosse Rollman PC for Sonoita-Elgin Public Safety Personnel Retirement System: Chief De Wolf presented information to the Board regarding the selection of a special attorney to be our PSPRS attorney. Due to the recent settlements with the recent PSPRS lawsuit, there are some changes in the Local Board responsibilities that we'll need some assistance with. I don't see us having to use him once we're up to date. There are only two attorneys in the state who specialize in PSPRS related issues. He was recommended by our District's attorney. We have some training coming up and it will be given by the attorney. He felt he could come down one afternoon and meet with us then draft the papers we need.

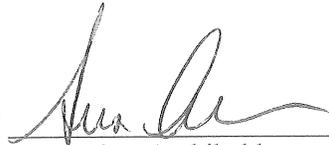
**Minutes to the regular meeting of the Board of Directors fo the Sonoita-Elgin Fire District
27 November 2017**

6 pm

Chief De Wolf - One more thing, we were talking earlier about donations, I've got to tell you this community is amazing. We received, this month, another \$2,900 in donations. One thousand of that was a surprise, one of our former employees who works for a department out of state, paid \$1,000 to our fuel company (diesel). So its not only our community here but it's those we have touched.

Adjournment – Motion to adjourn by Webber, seconded by Bahti, motion carried.

Minutes approved on 18 December 2017



Clerk of the Board.

Sue Archibald

**Minutes to the special meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, November 20, 2017
6 p.m.**

Call to Order.

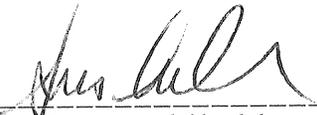
Roll Call of Board Members – Jenkins, Webber, Archibald, Bahti (arrived 5 minutes after start of meeting)

Pledge of Allegiance.

Call to the Public – Nancy Webster – Would like to thank the board for their service this year, and thank the staff. I'm hoping that whomever you choose will continue in the learning and positivity of the current environment. Thank you.

Questions and Answers of Board Candidates: There were three individuals who submitted applications; Pat Robinson, Christopher Johnson, and Barry Rorex. Each of the candidates was given the same list of 8 questions – two each as read by the board members. Each candidate was given 15 minutes to answer all eight of the questions. There was no discussion and no decision was made during this meeting. (Decision / selection will be made November 27, 2017, at the regular board meeting.

Adjournment: Motion to adjourn made by Jenkins, seconded by Weber, motion carried unanimously.

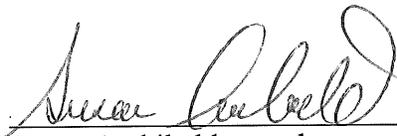
Minutes approved on December 18, 2017  Clerk.
Sue Archibald



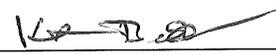
Administrative Review of April 2017 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
18 December 2017
6 p.m.

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

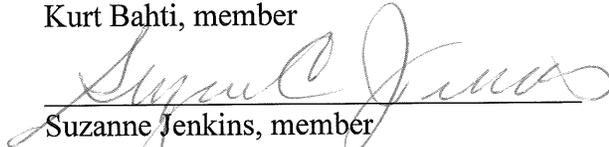
We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the November 2017 financial reports as presented.



Susan Archibald, member



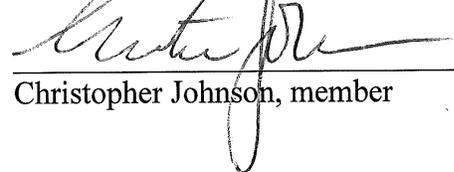
Kurt Bahti, member



Suzanne Jenkins, member



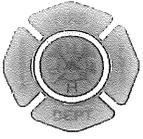
Reba Webber, member *via phone*



Christopher Johnson, member

SEFD
Profit & Loss Budget Performance
December 2017

				Dec 17	Jul - Dec 17	YTD Budget	% of Budget
Ordinary Income/Expense							
Income							
Taxes							
			Santa Cruz County	76,739.88	507,504.23	841,649.00	60.3%
			Pima County	5,631.89	75,557.12	121,576.00	62.15%
			Total Taxes	82,371.77	583,061.35	963,225.00	60.53%
Special Assessments							
			FDAT - Santa Cruz	21,068.50	21,068.50	42,137.00	50.0%
			FDAT - Pima County	1,073.04	13,406.16	24,315.00	55.14%
			Total Special Assessments	22,141.54	34,474.66	66,452.00	51.88%
			Ambulance Revenue	24,191.55	138,088.55	230,000.00	60.04%
			Fire Suppression	0.00	35,000.00	35,000.00	100.0%
			Coverage Events	0.00	367.20	2,200.00	16.69%
			Donation	5,000.00	8,796.67	5,200.00	169.17%
			Restricted by Donor	4,000.00	25,000.00		
Interest Income							
			Money Market/Savings	45.95	592.52		
			Santa Cruz	30.26	43.54		
			Pima County	30.22	53.25		
			Interest Income - Other	0.00	0.00	800.00	0.0%
			Total Interest Income	106.43	689.31	800.00	86.16%
			Fundraising Events	573.00	1,431.00		
			Rental Income	0.00	160.00	400.00	40.0%
			Prior Year Carryforward	0.00	0.00	32,389.00	0.0%
			Total Income	138,384.29	827,068.74	1,335,666.00	61.92%
Expense							
Payroll Expenses							
5101 · Salaries							
			5114 Infill W-2	0.00	433.44		
			5111 Wildland 1099	8,218.10	11,648.56		
			5113 · Infill 1099	1,520.00	10,880.00		
			5102 Community Paramedicine	0.00	21,939.44		
			5105 Vacation/Holiday W-2	3,054.24	14,060.92		
			5103 · Wildland labor W-2	12,240.43	38,952.54		
			5107 · Event Coverage	0.00	1,280.00	3,500.00	36.57%
			Bookkeeper	1,000.00	6,000.00		
			5105 · Vacation/Holiday W-2	0.00	8,169.34	50,000.00	16.34%
			5101 · Salaries - Other	47,949.78	311,072.39	550,217.00	56.54%
			Total 5101 · Salaries	73,982.55	424,436.63	603,717.00	70.3%
			Total Payroll Expenses	73,982.55	424,436.63	603,717.00	70.3%
Employee Benefits							
			5126 - 457 Plan	0.00	0.00		
			5121 · Payroll Taxes	3,280.88	13,528.23	22,000.00	61.49%
			5122 · CopperPoint	0.00	9,158.52	37,000.00	24.75%
			5123 · PSPRS	-4,138.30	-24,915.43	75,000.00	-33.22%



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

November 2017

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

Reconciled by *Vicki Rutter* date *Dec 13, 2017*
Vicki Rutter

9:31 AM

12/13/17

SEFD

Reconciliation Detail

National Bank Money Market, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						44,303.36
Cleared Transactions						
Checks and Payments - 3 items						
Check	10/31/2017		Sonoita-Elgin Fire District	X	-45,000.00	-45,000.00
Check	11/3/2017			X	-35.00	-45,035.00
Check	11/30/2017		National Bank of Arizona	X	-10.00	-45,045.00
Total Checks and Payments					-45,045.00	-45,045.00
Deposits and Credits - 12 items						
Check	11/3/2017	1847		X	1,000.00	1,000.00
Deposit	11/7/2017			X	4,707.14	5,707.14
Deposit	11/13/2017			X	55.00	5,762.14
Deposit	11/13/2017			X	420.00	6,182.14
Deposit	11/13/2017			X	464.79	6,646.93
Deposit	11/20/2017			X	3,021.36	9,668.29
Deposit	11/20/2017			X	3,442.60	13,110.89
Deposit	11/20/2017			X	8,125.00	21,235.89
Deposit	11/21/2017			X	798.48	22,034.37
Deposit	11/21/2017			X	1,250.00	23,284.37
Deposit	11/30/2017			X	0.46	23,284.83
Deposit	11/30/2017			X	850.00	24,134.83
Total Deposits and Credits					24,134.83	24,134.83
Total Cleared Transactions					-20,910.17	-20,910.17
Cleared Balance					-20,910.17	23,393.19
Register Balance as of 11/30/2017					-20,910.17	23,393.19
New Transactions						
Deposits and Credits - 4 items						
Deposit	12/7/2017				3,276.15	3,276.15
Deposit	12/7/2017				7,475.00	10,751.15
Deposit	12/11/2017				503.73	11,254.88
Deposit	12/11/2017				26,068.50	37,323.38
Total Deposits and Credits					37,323.38	37,323.38
Total New Transactions					37,323.38	37,323.38
Ending Balance					16,413.21	60,716.57

UL
12-13-17

9:20 AM

12/13/17

SEFD
Reconciliation Detail
 Chase - Savings, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57,559.30
Cleared Transactions						
Checks and Payments - 2 items						
Check	11/9/2017		Chase Card Services	X	-6,028.28	-6,028.28
Transfer	11/28/2017			X	-20,000.00	-26,028.28
Total Checks and Payments					-26,028.28	-26,028.28
Deposits and Credits - 2 items						
Transfer	11/15/2017			X	134,000.00	134,000.00
Deposit	11/30/2017			X	23.17	134,023.17
Total Deposits and Credits					134,023.17	134,023.17
Total Cleared Transactions					107,994.89	107,994.89
Cleared Balance					107,994.89	165,554.19
Register Balance as of 11/30/2017					107,994.89	165,554.19
New Transactions						
Checks and Payments - 1 item						
Check	12/1/2017		Chase Card Services		-7,574.03	-7,574.03
Total Checks and Payments					-7,574.03	-7,574.03
Total New Transactions					-7,574.03	-7,574.03
Ending Balance					<u>100,420.86</u>	<u>157,980.16</u>

UL
12-13-17

SEFD
Reconciliation Detail
 Chase - Checking, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						22,370.94
Cleared Transactions						
Checks and Payments - 40 items						
Check	10/31/2017	1558	Health Net of Arizona	X	-5,803.01	-5,803.01
Check	10/31/2017	1566	Brake Max Corporate LLC	X	-2,644.89	-8,447.90
Check	10/31/2017	1553	Walker & Armstrong LLP	X	-1,000.00	-9,447.90
Check	10/31/2017	1562	Vicki J. Rutter, CPA	X	-1,000.00	-10,447.90
Check	10/31/2017	1551	Arizona State Retirement System	X	-520.28	-10,968.18
Check	10/31/2017	1564	Verizon Wireless	X	-499.71	-11,467.89
Check	10/31/2017	1555	Aflac	X	-378.70	-11,846.59
Check	10/31/2017	1552	Desert Legacy	X	-343.71	-12,190.30
Check	10/31/2017	1561	SecureCare Dental	X	-337.36	-12,527.66
Check	10/31/2017	1556	Arrow International, Inc	X	-330.55	-12,858.21
Check	10/31/2017	1557	CenturyLink	X	-325.44	-13,183.65
Check	10/31/2017	1565	Quill Corporation	X	-267.13	-13,450.78
Check	10/31/2017	1560	Mountain Empire Rotary	X	-82.50	-13,533.28
Check	10/31/2017	1563	Advantage Medical & Oxygen Sup.	X	-40.00	-13,573.28
Check	10/31/2017	1554	Valley Imaging Solutions	X	-34.65	-13,607.93
Check	10/31/2017	1559	Joseph Sparacino	X	-24.99	-13,632.92
Transfer	11/15/2017			X	-134,000.00	-147,632.92
Check	11/15/2017	1588	Sonoita-Elgin Fire District	X	-124,000.00	-271,632.92
Check	11/15/2017	1575	Jones-Wilson Insurance	X	-7,152.00	-278,784.92
Check	11/15/2017	1578	Heiman Fire Equipment	X	-5,023.60	-283,808.52
Check	11/15/2017	1574	L.N. Curtis & Sons	X	-2,447.77	-286,256.29
Check	11/15/2017	1585	Ace Hardware	X	-2,207.15	-288,463.44
Check	11/15/2017	1580	Nationwide Trust Co. FBO NRS	X	-2,071.56	-290,535.00
Check	11/15/2017	1581	Boundtree Medical	X	-1,532.73	-292,067.73
Check	11/15/2017	1567	Voyager Fleet Systems Inc.	X	-1,434.13	-293,501.86
Check	11/15/2017	1573	Sulpher Springs Valley Electric Co-op	X	-1,043.77	-294,545.63
Check	11/15/2017	1587	Sidney Lex Felker PC	X	-849.55	-295,395.18
Check	11/15/2017	1582	Merles Automotive Supply	X	-566.46	-295,961.64
Check	11/15/2017	1572	U.S. Department of Education	X	-226.81	-296,188.45
Check	11/15/2017	1571	Payment Resolution Services	X	-188.16	-296,376.61
Check	11/15/2017	1579	GreatAmerica Financial Svcs.	X	-176.17	-296,552.78
Check	11/15/2017	1568	Quill Corporation	X	-158.09	-296,710.87
Check	11/15/2017	1570	Direct TV	X	-131.98	-296,842.85
Check	11/15/2017	1577	Trans World Network Corp.	X	-80.69	-296,923.54
Check	11/15/2017	1583	Batteries + Bulbs	X	-57.37	-296,980.91
Check	11/15/2017	1586	SCC Board of Supervisors	X	-57.30	-297,038.21
Check	11/15/2017	1584	GuardianEMS	X	-27.80	-297,066.01
Check	11/15/2017	1569	Advantage Medical & Oxygen Sup.	X	-25.00	-297,091.01
Check	11/15/2017	1576	Barnett's Propane, LLC	X	-2.16	-297,093.17
Check	11/30/2017			X	-65.57	-297,158.74
Total Checks and Payments					-297,158.74	-297,158.74
Deposits and Credits - 3 items						
Transfer	11/9/2017			X	223,193.64	223,193.64
Transfer	11/15/2017			X	44,136.70	267,330.34
Transfer	11/28/2017			X	20,000.00	287,330.34
Total Deposits and Credits					287,330.34	287,330.34
Total Cleared Transactions					-9,828.40	-9,828.40
Cleared Balance					-9,828.40	12,542.54

UC
12-13-17

SEFD
Reconciliation Detail
 Chase - Checking, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 21 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	9/18/2017		Nationwide SecurePay		-647.13	-834.47
Check	9/18/2017		Nationwide SecurePay		-485.34	-1,319.81
Check	11/30/2017	1595	Sonoita-Elgin Fire District		-1,192.33	-2,512.14
Check	11/30/2017	1599	Vicki J. Rutter, CPA		-1,000.00	-3,512.14
Check	11/30/2017	1590	Nationwide Trust Co. FBO NRS		-872.03	-4,384.17
Check	11/30/2017	1589	Arizona State Retirement System		-479.42	-4,863.59
Check	11/30/2017	1600	Diversified Inspections		-474.00	-5,337.59
Check	11/30/2017	1597	Verizon Wireless		-454.30	-5,791.89
Check	11/30/2017	1596	Aflac		-378.70	-6,170.59
Check	11/30/2017	1591	CenturyLink		-325.44	-6,496.03
Check	11/30/2017	1604	IAFC Membership		-304.00	-6,800.03
Check	11/30/2017	1592	Arizona Dept. of Health Services		-250.00	-7,050.03
Check	11/30/2017	1593	Ruth McGregor		-205.55	-7,255.58
Check	11/30/2017	1603	Arizona Ambulance Association		-180.00	-7,435.58
Check	11/30/2017	1602	Quill Corporation		-142.48	-7,578.06
Check	11/30/2017	1601	The Big Tow		-75.00	-7,653.06
Check	11/30/2017	1598	Valley Imaging Solutions		-25.92	-7,678.98
Check	11/30/2017	1594	United Healthcare Insurance Company		-19.47	-7,698.45
Total Checks and Payments					-7,698.45	-7,698.45
Total Uncleared Transactions					-7,698.45	-7,698.45
Register Balance as of 11/30/2017					-17,526.85	4,844.09
New Transactions						
Deposits and Credits - 1 item						
Transfer	12/6/2017				197,978.14	197,978.14
Total Deposits and Credits					197,978.14	197,978.14
Total New Transactions					197,978.14	197,978.14
Ending Balance					180,451.29	202,822.23

11:11 AM

12/13/17

SEFD
Reconciliation Detail
Hughes Main Share, Period Ending 11/30/2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						57.33
Cleared Balance						57.33
Register Balance as of 11/30/2017						57.33
Ending Balance						57.33

12/13/17

Reconciliation Detail

1002 - Hughes Checking, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						32,125.29
Cleared Transactions						
Checks and Payments - 30 items						
Check	9/29/2017	10809	Ceron Erik	X	-320.00	-320.00
Check	10/13/2017	10822	Burns Alexander	X	-944.44	-1,264.44
Check	10/31/2017	10825	Madden Jamie	X	-2,534.08	-3,798.52
Check	10/31/2017	10827	Verdugo Jr Ocsar	X	-2,253.64	-6,052.16
Check	10/31/2017	10833	Joseph W De Wolf	X	-2,076.26	-8,128.42
Check	10/31/2017	10834	LaGosh Nicole	X	-1,280.00	-9,408.42
Check	10/31/2017	10835	Burns Alexander	X	-944.43	-10,352.85
Check	10/31/2017	10832	Crain Trevor	X	-868.31	-11,221.16
Check	10/31/2017	10832	Newman Chase	X	-842.39	-12,063.55
Check	10/31/2017	10828	Atencio Zane	X	-785.00	-12,848.55
Check	10/31/2017	10837	Deforest Jade	X	-662.92	-13,511.47
Check	10/31/2017	10829	Blatt Tyler	X	-640.00	-14,151.47
Check	10/31/2017	10824	Sink Laura	X	-310.21	-14,461.68
Check	10/31/2017	10831	Courson Anna	X	-80.00	-14,541.68
Check	10/31/2017	10830	Contreras Zarate Luis	X	-80.00	-14,621.68
Check	11/3/2017	1847		X	-1,000.00	-15,621.68
General Journal	11/15/2017			X	-18,618.25	-34,239.93
General Journal	11/15/2017			X	-5,275.31	-39,515.24
Check	11/15/2017	10842	Blatt Tyler	X	-1,608.85	-41,124.09
Check	11/15/2017	10841	Verdugo Jr Ocsar	X	-901.63	-42,025.72
Check	11/15/2017	10844	Deforest Jade	X	-482.01	-42,507.73
Check	11/15/2017	10840	Madden Jamie	X	-452.85	-42,960.58
Check	11/15/2017		AXA	X	-325.00	-43,285.58
Check	11/15/2017	10838	Sink Laura	X	-252.99	-43,538.57
General Journal	11/15/2017			X	-134.54	-43,673.11
Check	11/17/2017	1848	AERO Med Claims	X	-2,439.22	-46,112.33
Check	11/29/2017		AXA	X	-325.00	-46,437.33
General Journal	11/30/2017			X	-24,730.07	-71,167.40
General Journal	11/30/2017			X	-5,888.73	-77,056.13
General Journal	11/30/2017			X	-163.76	-77,219.89
Total Checks and Payments					-77,219.89	-77,219.89
Deposits and Credits - 21 items						
Deposit	11/1/2017			X	3.23	3.23
Deposit	11/1/2017			X	1,252.46	1,255.69
Deposit	11/2/2017			X	1,460.75	2,716.44
Deposit	11/3/2017			X	345.51	3,061.95
Deposit	11/3/2017			X	596.22	3,658.17
Deposit	11/6/2017			X	182.27	3,840.44
Deposit	11/6/2017			X	1,132.65	4,973.09
Deposit	11/6/2017			X	1,527.40	6,500.49
Deposit	11/7/2017			X	179.56	6,680.05
Deposit	11/7/2017			X	624.20	7,304.25
Deposit	11/8/2017			X	1,381.82	8,686.07
Deposit	11/9/2017			X	1,023.77	9,709.84
Transfer	11/10/2017			X	35,000.00	44,709.84
Deposit	11/13/2017			X	672.39	45,382.23
Deposit	11/16/2017			X	799.57	46,181.80
Deposit	11/17/2017			X	2,430.33	48,612.13
Deposit	11/17/2017			X	2,908.85	51,520.98
Deposit	11/21/2017			X	1,381.26	52,902.24
Deposit	11/24/2017			X	1,952.32	54,854.56
Deposit	11/27/2017			X	387.56	55,242.12
Transfer	11/27/2017			X	35,000.00	90,242.12
Total Deposits and Credits					90,242.12	90,242.12
Total Cleared Transactions					13,022.23	13,022.23
Cleared Balance					13,022.23	45,147.52

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SEFD

Reconciliation Detail

1002 - Hughes Checking, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 29 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	3/31/2017	10680	Messmer Ethan		-429.97	-956.18
Check	4/14/2017	10699	Burns Alexander		-978.18	-1,934.36
Check	4/14/2017	10696	Murashka Oleg		-137.52	-2,071.88
Check	10/13/2017	1829	Joseph Sparacino		-109.83	-2,181.71
Check	10/16/2017	1845	Sonoita Chuckwagon Grill		-49.00	-2,230.71
Check	10/31/2017	10836	Sparacino Joseph		-845.76	-3,076.47
Check	11/15/2017	10843	Burns Alexander		-1,221.26	-4,297.73
Check	11/15/2017	10839	Joseph W De Wolf		-348.71	-4,646.44
Check	11/28/2017	1850	Health Net of Arizona		-5,803.01	-10,449.45
Check	11/28/2017	1851	SecureCare Dental		-293.18	-10,742.63
Check	11/28/2017	1849	Sonoita Valley Water Co., Inc.		-150.15	-10,892.78
Check	11/30/2017	10857	Burns Alexander		-1,267.37	-12,160.15
Check	11/30/2017	10848	Verdugo Jr Ocsar		-1,177.44	-13,337.59
Check	11/30/2017	10856	Blatt Tyler		-1,063.97	-14,401.56
Check	11/30/2017	10851	LaGosh Nicole		-960.00	-15,361.56
Check	11/30/2017	10846	Madden Jamie		-857.32	-16,218.88
Check	11/30/2017	10852	Newham Chase		-560.00	-16,778.88
Check	11/30/2017	10847	Putnam Cody		-542.92	-17,321.80
Check	11/30/2017	10854	Saenz Luis		-427.00	-17,748.80
Check	11/30/2017	10853	Rosson Jacob		-320.00	-18,068.80
Check	11/30/2017	10850	Deforest Jade		-289.76	-18,358.56
Check	11/30/2017	10845	Sink Laura		-281.59	-18,640.15
Check	11/30/2017	10855	Silverwind Kenneth		-160.00	-18,800.15
Check	11/30/2017	10849	Courson Anna		-80.00	-18,880.15
Total Checks and Payments					-18,880.15	-18,880.15
Total Uncleared Transactions					-18,880.15	-18,880.15
Register Balance as of 11/30/2017					-5,857.92	26,267.37
New Transactions						
Checks and Payments - 1 item						
Check	12/5/2017	1852	Petty Cash		-650.68	-650.68
Total Checks and Payments					-650.68	-650.68
Deposits and Credits - 1 item						
Deposit	12/1/2017				343.28	343.28
Total Deposits and Credits					343.28	343.28
Total New Transactions					-307.40	-307.40
Ending Balance					-6,165.32	25,959.97

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12/13/17

SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,255.93
Cleared Balance						2,255.93
Register Balance as of 11/30/2017						2,255.93
Ending Balance						2,255.93

11/13/17

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12/13/17

SEFD
Reconciliation Detail
 Hughes Premium Yield, Period Ending 11/30/2017

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						90,166.38
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	11/10/2017			X	-35,000.00	-35,000.00
Transfer	11/27/2017			X	-35,000.00	-70,000.00
Total Checks and Payments					<u>-70,000.00</u>	<u>-70,000.00</u>
Deposits and Credits - 2 items						
Check	10/31/2017		Sonoita-Elgin Fire District	X	45,000.00	45,000.00
Check	11/15/2017	1588	Sonoita-Elgin Fire District	X	124,000.00	169,000.00
Total Deposits and Credits					<u>169,000.00</u>	<u>169,000.00</u>
Total Cleared Transactions					<u>99,000.00</u>	<u>99,000.00</u>
Cleared Balance					<u>99,000.00</u>	<u>189,166.38</u>
Register Balance as of 11/30/2017					<u>99,000.00</u>	<u>189,166.38</u>
Ending Balance					<u><u>99,000.00</u></u>	<u><u>189,166.38</u></u>

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12/13/17

SEFD Cash Flow Forecast July 1, 2017 through June 30, 2018

	Budget 2017-2018	Actual July 2017	Actual August 2017	Actual September 2017	Actual October 2017	Actual November 2017	Forecast December 2017	Forecast January 2018	Forecast February 2018	Forecast March 2018	Forecast April 2018	Forecast May 2018	Forecast June 2018	Forecast Total 2017/2018
<u>Revenues</u>														
Fire District Tax														
Santa Cruz County	841,649	3,119	2,139	4,345	233,193	197,967	57,693	35,171	19,356	27,741	164,783	95,436	706	841,649
Pima County	121,576	3,426	679	6,423	37,267	22,130	8,702	4,151	2,928	7,887	24,723	2,000	1,079	121,576
Fire District Assistance Tax														
Santa Cruz County	42,137					21,068							21,069	42,137
Pima County	24,315	100	76	1,164	6,869	4,125	936	446	734	1,297	5,623	1,989	913	24,272
Fire Suppression Income	35,000	35,000												35,000
Coverage Events	2,200			367										2,200
Ambulance Revenues	230,000	21,395	18,905	16,826	28,728	28,043	24,869	27,837	18,517	19,814	15,377	6,979	8,548	235,838
Fundraising Events	0				-103	420								317
Donations	5,200	2,450	5,822	6,025	10,000	650								24,947
Interest Income	800	286	31	28	185	53	67	67	67	67	67	67	67	1,052
Rental Income	400	20	20	80		40							280	440
Prior Year Carryforward	32,389													32,389
Total Revenues	1,335,666	65,796	27,672	35,258	316,139	253,428	113,335	67,672	41,602	56,806	210,573	106,471	34,495	1,361,636
<u>Operating Expenses</u>														
Salaries	550,217	72,185	47,631	59,934	51,166	47,002	45,851	45,851	45,851	45,851	45,851	45,851	45,851	598,875
Vacation/Holiday	50,000	2,863	2,427	3,326	6,465	5,108	4,167	4,167	4,167	4,167	4,167	4,167	4,167	50,691
Coverage Events	3,500		80	880	160	160								3,500
Community Paramedicine		4,892	4,787	5,493	4,444	2,322								21,938
Wildland Labor		3,250	7,498	7,176	12,218									30,142
Payroll Taxes	22,000	1,604	1,529	2,278	2,659	2,177	1,833	1,833	1,833	1,833	1,833	1,833	1,837	23,082
Workman's Compensation	33,825		8,998		160									33,825
PSPRS	75,000	-4,328	-2,294	-3,202	-3,400	-1,722	6,250	6,250	6,250	6,250	6,250	6,250	6,250	28,804
ASRS	5,500	458	496	458	482	-16	458	458	458	458	458	458	424	5,050
Health Insurance	60,156	4,997	4,997	4,619	5,098	4,675	5,013	5,013	5,013	5,013	5,013	5,013	5,013	59,477
Physicals	8,800		104										8,696	8,800
Clothing Allowance	8,400		436	436	690	1,339	318	438	314	509	456	499	3,401	8,400
Training	20,000	-280	-920	2,326	-1,640	113	1,915	1,233	3,023	923	1,000	1,500	10,834	20,000
Chief Education	3,400	227	227	227	227	227	227	227	227	227	227	227	227	3,400
EMS Consumables	15,000	535	1,149	288	2,516	1,585	798	1,020	1,261	251	2,062	754	2,781	15,000
Maintenance Plans	4,500	4,697												4,697
Oral Hydration Fluids	1,200													1,200
Fire Prevention Education	1,500				168									1,500
Office Expense & Postage	10,000	352	272	8	610	229	882	790	475	595	625	252	2,242	10,000
Recruitment & Retention	11,000	235	634	692	2,928	-528	916	916	916	916	916	916	1,000	10,457
Payroll Preparation	4,500	375	280	528	281	298	947	303	288	301	291	335	529	4,756
Ambulance Billing	18,400	1,610	1,736	1,609	1,212	2,439	1,586	2,252	2,191	1,447	487	1,309	500	18,378
Equipment Rental	1,800	127	127	127	127	176	150	150	150	150	150	150	150	1,800
Internet Provider	2,000	81	118	144	118	118	167	167	167	167	167	167	163	1,744
Bank Charges	800	66	91	95	66	108	67	44	63	71	66	105	31	873
Background Checks	1,200							100					1,100	1,200

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	November-17		\$ 223,193.64
State Pool Investment		6.08	10.84
		4.76	
Levied Revenue Earned			
	90957	97,214.27	197,967.30
	90970	3,698.59	
	90993	12,225.39	
	91007	12,515.44	
	91055	11,414.91	
	91071	8,714.45	
	91088	14,748.93	
	91101	11,549.96	
	91130	5,744.65	
	91146	4,856.81	
	91168	1,936.12	
	91178	1,500.97	
	91190	4,409.72	
	91211	265.27	
	91233	515.64	
	91249	1,333.51	
	91260	5,149.87	
	91287	172.80	
Check#	44689	(223,193.64)	(223,193.64)
Journal Entries	JE-	-	-
Ending Balance	November-17		<u>\$ 197,978.14</u>

Sonoita Fire District T52-2063
 Sonoita-Elgin Fire District

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





PIMA COUNTY
 TREASURER'S OFFICE
 Monthly Activity

SONOITA-ELGIN FIRE DISTRICT

NOVEMBER 2017

Activity	Beginning Balance	\$44,136.70
Cash		
500.50720.10.10000.10000.10.1100.130	(17,866.26)	(17,866.26)
Reserve for Unrealized Gains/Losses		
500.50720.10.10000.10000.10.1110.999	47.57	47.57
Fund Balance		
500.50720.10.10000.10000.30.3000.999	0	0.00
Real Estate Taxes		
500.50720.10.10000.10000.40.4110.007	0	
500.50720.10.10000.10000.40.4110.008	0	
500.50720.10.10000.10000.40.4110.009	0	
500.50720.10.10000.10000.40.4110.010	0	
500.50720.10.10000.10000.40.4110.011	0	
500.50720.10.10000.10000.40.4110.012	0	
500.50720.10.10000.10000.40.4110.013	0	
500.50720.10.10000.10000.40.4110.014	0	
500.50720.10.10000.10000.40.4110.015	0	
500.50720.10.10000.10000.40.4110.016	0	
500.50720.10.10000.10000.40.4110.017	(22,092.41)	
500.50720.10.10000.10000.40.4110.088	0	
500.50720.10.10000.10000.40.4110.089	0	
500.50720.10.10000.10000.40.4110.090	0	
500.50720.10.10000.10000.40.4110.091	0	
500.50720.10.10000.10000.40.4110.092	0	
500.50720.10.10000.10000.40.4110.093	0	
500.50720.10.10000.10000.40.4110.094	0	
500.50720.10.10000.10000.40.4110.095	0	
500.50720.10.10000.10000.40.4110.096	0	
500.50720.10.10000.10000.40.4110.097	0	
		(22,092.41)
Personal Property Taxes Collected		
500.50720.10.10000.10000.40.4120.007	0	
500.50720.10.10000.10000.40.4120.008	0	
500.50720.10.10000.10000.40.4120.009	0	
500.50720.10.10000.10000.40.4120.010	0	
500.50720.10.10000.10000.40.4120.011	0	
500.50720.10.10000.10000.40.4120.012	0	

500.50720.10.10000.10000.40.4120.013	0
500.50720.10.10000.10000.40.4120.014	0
500.50720.10.10000.10000.40.4120.015	0
500.50720.10.10000.10000.40.4120.016	0
500.50720.10.10000.10000.40.4120.017	(37.97)
500.50720.10.10000.10000.40.4120.088	0
500.50720.10.10000.10000.40.4120.089	0
500.50720.10.10000.10000.40.4120.090	0
500.50720.10.10000.10000.40.4120.091	0
500.50720.10.10000.10000.40.4120.092	0
500.50720.10.10000.10000.40.4120.093	0
500.50720.10.10000.10000.40.4120.094	0
500.50720.10.10000.10000.40.4120.095	0
500.50720.10.10000.10000.40.4120.096	0
500.50720.10.10000.10000.40.4120.097	0

(37.97)

In-Lieu Taxes Collected

500.50720.10.10000.10000.40.4130.007	0
500.50720.10.10000.10000.40.4130.008	0
500.50720.10.10000.10000.40.4130.009	0
500.50720.10.10000.10000.40.4130.010	0
500.50720.10.10000.10000.40.4130.011	0
500.50720.10.10000.10000.40.4130.012	0
500.50720.10.10000.10000.40.4130.013	0
500.50720.10.10000.10000.40.4130.014	0
500.50720.10.10000.10000.40.4130.088	0
500.50720.10.10000.10000.40.4130.089	0
500.50720.10.10000.10000.40.4130.090	0
500.50720.10.10000.10000.40.4130.091	0
500.50720.10.10000.10000.40.4130.092	0
500.50720.10.10000.10000.40.4130.093	0
500.50720.10.10000.10000.40.4130.094	0
500.50720.10.10000.10000.40.4130.095	0
500.50720.10.10000.10000.40.4130.096	0
500.50720.10.10000.10000.40.4130.097	0

0.00

Fire District Assistance

500.50720.10.10000.10000.40.4140.007	0
500.50720.10.10000.10000.40.4140.008	0
500.50720.10.10000.10000.40.4140.009	0
500.50720.10.10000.10000.40.4140.010	(0.01)
500.50720.10.10000.10000.40.4140.011	0
500.50720.10.10000.10000.40.4140.012	0
500.50720.10.10000.10000.40.4140.013	(0.08)
500.50720.10.10000.10000.40.4140.014	0.14
500.50720.10.10000.10000.40.4140.015	0.06
500.50720.10.10000.10000.40.4140.016	(24.55)
500.50720.10.10000.10000.40.4140.017	(4,100.10)
500.50720.10.10000.10000.40.4140.088	0
	0
500.50720.10.10000.10000.40.4140.089	0

