

SEFD Board Packet

26 May 2020

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- 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 Tuesday, May 26, 2020. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 9: am. Local time.

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

DUE TO COVID-19 and only being able to have max of ten participants in a meeting attendance maybe limited. The Board will make all reasonable efforts to accommodate everyone.

AGENDA:

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

Call to the Public. Limited to 3 minutes

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

1) Review and approval of the governing board meeting minutes of April 27, 2020.

2) Report from the Fire Chief regarding the provision of fire and EMS to the SEFD; management and supervision of the SEFD; and any related items concerning community safety including, but not limited to, the following items.

- a) Firefighter Oath of Office
- b) Response and service report.
- c) Status of grants.
- d) Fire code and inspection items
- e) Current community events.
- f) Rosemont mine.
- g) Apparatus update.
- h) Strategic Planning
- I) Palominas
- J) Department of Corrections:

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

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

a) Review and approval of monthly financial reports for Apr, 2020 to include: reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions in which the SEFD maintains an account.

4) Discussion and possible action to adopt the HR policy manual replace all He / She to Member and PTO time notice: R. Webber

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

6) Discussion and action to post draft 2020/2021 budget: Dialogue limited to Chief and Staff: Chief DeWolf

7) Discussion and possible action to hire Human Resource Strategies to mitigate the Fire Chiefs performance review: R. Webber

8) Adjournment:

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) Sonoita Post Office – 3166 N. Highway 83, Suite 1, Sonoita, AZ
- B) WWW.SEFD911.org

Governing board meeting agenda dated and posted: May 22, 2020. At 10:00 Local Time
By _____ Kathy L. Goodwin, Admin to the SEFD Fire Chief

Sonoita-Elgin Fire District
Governing Board Meeting Minutes
27 April 2020 at 9 a.m.

DUE TO COVID-19 the meeting was restricted to a total of 10 participants. The Board did make all reasonable efforts to accommodate everyone, no public attended the meeting.

Call to Order.

Roll Call of Board Members: Johnson, Webber, Archibald and Dorney were present; Bahti was absent. Also present were: Chief De Wolf, K. Goodwin, L. Sink and V. Rutter.

Pledge of Allegiance.

Call to the Public: There were no members of the public present.

Review and approval of the governing board meeting minutes of Mar 30, 2020: After a brief round of corrections, Motion was made by Archibald to accept as corrected, seconded by Dorney, motion carried unanimously.

Report from the Fire.

Response and service report. 49 Runs for March; total to date is 153

Status of grants: There are several grants in play: AFG was denied; Exercise Equipment Grant was submitted, we've not heard anything to date; a new grant being written by our grant writer, Tommie Teel was almost ready to be submitted; SAFER Grant reimbursement request has been submitted and approved, we should receive the funds any day; the Final Report for the Fuels Grant that we operated between August 2019 and January 2020 has been submitted; a new Fuels Grant is currently being written and a new grant through the AZ Community Foundation has been opened.

Rosemont mine: no movement

Palominas -things are going well, because of COVID-19 shutting down the manufacturing plants, the engine delivery has been delayed to some time in August. There are a couple COVID-19 patients in the Palominas Fire District.

Chief De Wolf introduced a revised Operational Chain of Command to make the chain of command a bit clearer, to include changes in titles for Ops Chief (formerly Battalion Chief) and Medical Chief (formerly Medical Director).

Because of the restrictions of COVID-19, the state has made exceptions for how board meetings are operated; we can use zoom/cisco type products to deliver the board meetings so the public could attend via internet; however the work-around for doing this is complicated and SEFD does not currently have the bandwidth to handle this. We are still looking into alternatives.

Monthly financial - Review and approval of monthly financial reports for Mar, 2020 including the reconciled balance sheet accounts; updated cash flow projections; month-end fund statements, and month-end reports of financial institutions. There were no unusual activities to report; Motion made by Dorney to accept the financial statements as presented, seconded by Webber; motion carried unanimously.

Replace all He / She to Member in current HR Policy Manual: Webber brought up the use of he/she instead of Member in the HR Policy and the paragraph of the opening sections of the HR


**Sonoita-Elgin Fire District
Governing Board Meeting Minutes
27 April 2020 at 9 a.m.**

Policy that describes the use of he/she instead of Member (page 2, subsection 8). Webber requested that all instances of he/she be corrected to “member” and that subsection #8 be removed. Motion was made by Archibald, seconded by Dorney, after a brief discussion about the costs involved, the vote was taken and the motion carried unanimously.

Discussion / update on distribution of questionnaire: no discussion took place other than to postpone discussion on this topic.

Draft Budget for Board review Dialogue limited to Chief and Staff: Chief De Wolf presented a draft budget to the Board. This draft budget is for them to review over the next month, then at the following Board meeting a budget would be approved for posting. Chief held a brief informational discussion on the Workman’s Compensation issue (Copperpoint our current insurer was pulling out of Arizona). Based on current funding choices and financial position of the district, Chief De Wolf recommended moving to 7710 for our workman’s compensation insurance and that is what the draft budget for publication is based upon. Chief also presented changes to the Organizational Chart which, along with moving to 7710, would allow the District the ability to have a full-time Medical Chief, and provide a salary increase to 3 other staff members without having to take the money from the Contingency Fund. We have a part-time Medical Director position at the moment that we would like to transition into a Medical Chief as a full-time position. This position would be responsible for all medical-related duties including documentation of all medical treatments, HIPAA requirements, training, medical record-keeping and such.

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

Minutes were approved on 26 May 2020, , Board Clerk.
Reba Webber



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

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

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

Susan Archibald, member

Kurt Bahti, Member

Reba Webber, Clerk

Christopher Johnson, Chair

Annette Dorney, member

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

	A	B	C	D	E
1					April 30, 2020
2				ASSETS	
3				Checking/Savings	
4				Chase Checking	636.53
5				Chase Savings	402,192.74
6				Hughes Checking	36,965.46
7				Hughes High Yield	2,013.63
8				Hughes Main Share	57.67
9				Hughes Premium	142,765.06
10				National Bank Money Market	51,030.84
11				Petty Cash	700.00
12				Subtotal Checking/Savings	<u>636,361.93</u>
13				Accrued Taxes	
14				Pima County Treasurer	29,731.48
15				SCC Treasurer	179,489.44
16				Subtotal Accrued Taxes	<u>209,220.92</u>
17					
18				TOTAL ASSETS	<u>845,582.85</u>
19					
20				EQUITY	
21				Fund Balance - Unrestricted	759,302.90
22				Net Income July - April	86,279.95
23				TOTAL EQUITY	<u>845,582.85</u>

Sonoita-Elgin FD
Profit Loss Budget vs Actual
for the Ten Months Ended April 30, 2020

	A	B	C	D	E	F	G	H	I	J	K
1					<u>April 2020</u>		<u>Jul '19 - Apr 20</u>		<u>Annual Budget</u>		<u>% of Budget</u>
2											Target ~83%
3				Budgeted Income/Expense							
4				Budgeted Income							
5				Santa Cruz County Taxes	179,485.06		817,427.65		905,170.00		90.31%
6				Pima County Taxes	23,440.86		110,755.98		127,166.00		87.1%
7				FDAT - Santa Cruz	0.00		24,532.50		49,065.00		50.0%
8				FDAT - Pima County	6,280.65		23,433.07		25,433.00		92.14%
9				Fire Suppression	2,550.00		8,642.28		35,000.00		24.69%
10				EMS Support	0.00		2,815.20		2,200.00		127.96%
11				Ambulance Revenue	38,431.05		228,466.88		280,000.00		81.6%
12				PPE Purchase	0.00		0.00		64,250.00		0.0%
13				Interest Income	500.63		3,539.97		800.00		442.5%
14				Rental Income	0.00		200.00		400.00		50.0%
15				Prior Year Carryforward	0.00		0.00		34,351.00		0.0%
16				Total Budgeted Income	<u>250,688.25</u>		<u>1,219,813.53</u>		<u>1,523,835.00</u>		<u>80.05%</u>
17											
18				Budgeted Expenses							
19				Salaries	49,162.07		470,175.77		577,031.00		81.48%
20				Sick Time Pay	203.61		3,387.67		9,400.00		36.04%
21				Vacation/Holiday	240.63		27,354.00		45,000.00		60.79%
22				Transport Stipend	5,550.86		61,082.44		78,400.00		77.91%
23				Payroll Taxes	1,562.07		27,022.08		30,000.00		90.07%
24				PSPRS	6,754.94		56,508.70		75,000.00		75.35%
25				ASRS	1,265.84		13,248.40		15,500.00		85.47%
26				Employee Health Insurance	6,189.53		53,072.99		71,400.00		74.33%
27				Physicals & Exams	677.34		8,033.06		8,800.00		91.29%
28				Copper Point - Workman's Comp	0.00		25,026.00		39,373.00		63.56%
29				Clothing Allowance	74.62		4,711.65		8,400.00		56.09%
30				Training	1,930.00		37,896.74		30,589.00		123.89%
31				EMS Consumables	3,865.56		13,276.27		15,000.00		88.51%
32				Maintenance Plans	0.00		1,872.45		4,500.00		41.61%
33				Oral Hydration Fluids	143.52		143.52		1,200.00		11.96%
34				Fire Prevention Education	0.00		103.21		1,000.00		10.32%
35				Office Expense & Postage	133.74		6,201.22		10,000.00		62.01%
36				Recruitment & Retention	177.62		8,078.95		11,000.00		73.45%
37				Payroll Preparation	278.25		3,049.90		4,500.00		67.78%
38				Ambulance Billing	2,111.54		17,016.67		22,500.00		75.63%
39				Equipment Rental	127.21		1,309.98		1,800.00		72.78%
40				Internet Provider	393.49		3,595.57		2,400.00		149.82%
41				Bank Charges	58.70		749.03		800.00		93.63%
42				Background Checks	180.00		400.00		1,200.00		33.33%
43				Legal Fees	1,613.75		12,011.65		7,800.00		154.0%
44				Accounting	0.00		8,300.00		8,500.00		97.65%
45				Bookkeeper	1,250.00		12,500.00		15,000.00		83.33%
46				Telephone	1,035.33		9,928.25		14,000.00		70.92%
47				Batteries & Repair	0.00		636.50		3,000.00		21.22%
48				Computer & IT Support	0.00		1,602.72		4,000.00		40.07%
49				Dispatch	0.00		8,270.44		11,075.00		74.68%
50				Utilities	1,017.72		11,467.90		17,000.00		67.46%
51				Insurance	0.00		21,299.00		30,000.00		71.0%

Sonoita-Elgin FD
Profit Loss Budget vs Actual
for the Ten Months Ended April 30, 2020

	A	B	C	D	E	F	G	H	I	J	K
1					April 2020	Jul '19 - Apr 20			Annual Budget		% of Budget
2											Target ~83%
52				Fuel	185.09	20,562.37			26,000.00		79.09%
53				Building & Grounds & Pests	551.78	5,988.23			9,000.00		66.54%
54				Vehicle Maintenance	668.84	42,069.66			36,500.00		115.26%
55				Equipment Replacement	110.00	9,055.17			6,000.00		150.92%
56				Station & Fire Supplies	135.29	6,325.81			10,000.00		63.26%
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	659.93			4,000.00		16.5%
60				Communication to Residents	0.00	0.00			500.00		0.0%
61				Financial Stability Reserve	0.00	37,257.01			54,522.00		68.33%
62				Membership Dues & Subscriptions	0.00	3,502.51			4,000.00		87.56%
63				PPE Expense	0.00	0.00			64,250.00		0.0%
64				Capital Payments - Apparatus	0.00	80,973.21			80,992.00		99.98%
65				Capital Payment - Ambulance	0.00	22,816.29			23,297.00		97.94%
66				Capital Outlay - PPE	0.00	0.00			6,500.00		0.0%
67				SCBA's	0.00	0.00			9,000.00		0.0%
68				Unknown Other Equipment	0.00	10,821.43			10,006.00		108.15%
69				Total Budgeted Expenses	87,648.94	1,169,364.35			1,523,835.00		76.74%
70				Net Budgeted Income	163,039.31	50,449.18			0.00		100.0%
71											
72				Unbudgeted Income/Expense							
73				Unbudgeted Income							
74				Palominas Fire District	0.00	68,250.00					
75				Fire Suppression Excess		2,550.00					
76				Safer Grant 2016	13,440.00	62,400.00					
77				Fuels Grant Revenue	25.00	41,484.95					
78				Apparatus Sale	0.00	10,900.00					
79				Donations	0.00	3,511.57					
80				Miscellaneous Income	0.00	336.52					
81				Total Unbudgeted Income	13,465.00	189,433.04					
82											
83				Unbudgeted Expenses							
84				Palominas FD-Chief Salary	4,333.34	43,333.40					
85				Wildland Labor	0.00	190.96					
86				Safer 2016 Expenses	4,720.00	47,040.00					
87				Use of Truck Sale Proceeds	0.00	4,051.00					
88				Fuels Grant Labor	0.00	40,680.88					
89				Fuels Grant Equipment	0.00	2,329.22					
90				Cardiac Monitors	0.00	15,976.81					
91				Total Unbudgeted Expenses	9,053.34	153,602.27					
92											
93				Net Unbudgeted Income	4,411.66	35,830.77					
94											
95				Net Overall Income	167,450.97	86,279.95			0.00		100.0%



SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

April 2020

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

Reconciled by *Vicki Hutter*

Dates of reconciliation May 18, 2020

Senoita-Elgin FD
Reconciliation Detail
National Bank Money Market, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						38,327.04
Cleared Transactions						
Checks and Payments - 2 items						
Check	04/11/2020			X	-3,466.83	-3,466.83
Check	04/30/2020			X	-6.00	-3,472.83
Total Checks and Payments					-3,472.83	-3,472.83
Deposits and Credits - 6 items						
Deposit	04/10/2020			X	51.00	51.00
Deposit	04/10/2020			X	5,235.00	5,286.00
Deposit	04/27/2020			X	1,164.89	6,450.89
Deposit	04/27/2020			X	2,772.94	9,223.83
Deposit	04/30/2020			X	1.67	9,225.50
Deposit	04/30/2020			X	4,401.13	13,626.63
Total Deposits and Credits					13,626.63	13,626.63
Total Cleared Transactions					10,153.80	10,153.80
Cleared Balance					10,153.80	48,480.84
Uncleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/27/2020				2,550.00	2,550.00
Total Deposits and Credits					2,550.00	2,550.00
Total Uncleared Transactions					2,550.00	2,550.00
Register Balance as of 04/30/2020					12,703.80	51,030.84
New Transactions						
Deposits and Credits - 2 items						
Deposit	05/04/2020				774.60	774.60
Deposit	05/04/2020				6,551.00	7,325.60
Total Deposits and Credits					7,325.60	7,325.60
Total New Transactions					7,325.60	7,325.60
Ending Balance					20,029.40	58,356.44

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05/18/20

Sonoita-Elgin FD
Reconciliation Detail
Chase Checking, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,197.56
Cleared Transactions						
Checks and Payments - 4 items						
Check	04/15/2020		Nationwide	X	-407.72	-407.72
Check	04/15/2020		Nationwide	X	-372.45	-780.17
Transfer	04/30/2020			X	-26,000.00	-26,780.17
Check	04/30/2020			X	-52.70	-26,832.87
Total Checks and Payments					-26,832.87	-26,832.87
Deposits and Credits - 2 items						
Transfer	04/03/2020			X	19,206.30	19,206.30
Transfer	04/10/2020			X	7,834.34	27,040.64
Total Deposits and Credits					27,040.64	27,040.64
Total Cleared Transactions					207.77	207.77
Cleared Balance					207.77	1,405.33
Uncleared Transactions						
Checks and Payments - 2 items						
Check	04/30/2020		Nationwide		-401.57	-401.57
Check	04/30/2020		Nationwide		-367.23	-768.80
Total Checks and Payments					-768.80	-768.80
Total Uncleared Transactions					-768.80	-768.80
Register Balance as of 04/30/2020					-561.03	636.53
New Transactions						
Deposits and Credits - 2 items						
Transfer	05/05/2020				179,489.44	179,489.44
Transfer	05/12/2020				29,731.48	209,220.92
Total Deposits and Credits					209,220.92	209,220.92
Total New Transactions					209,220.92	209,220.92
Ending Balance					208,659.89	209,857.45

Q
5-18-20

10:56 AM

05/18/20

Sonoita-Elgin FD
Reconciliation Detail
Chase Savings, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						362,737.74
Cleared Transactions						
Deposits and Credits - 3 items						
Deposit	04/22/2020			X	13,440.00	13,440.00
Deposit	04/30/2020			X	15.00	13,455.00
Transfer	04/30/2020			X	26,000.00	39,455.00
Total Deposits and Credits					<u>39,455.00</u>	<u>39,455.00</u>
Total Cleared Transactions					<u>39,455.00</u>	<u>39,455.00</u>
Cleared Balance					<u>39,455.00</u>	<u>402,192.74</u>
Register Balance as of 04/30/2020					<u>39,455.00</u>	<u>402,192.74</u>
Ending Balance					<u><u>39,455.00</u></u>	<u><u>402,192.74</u></u>

UL
5-18-20

10:58 AM

05/18/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Main Share, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.64
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/30/2020			X	0.03	0.03
Total Deposits and Credits					0.03	0.03
Total Cleared Transactions					0.03	0.03
Cleared Balance					0.03	57.67
Register Balance as of 04/30/2020					0.03	57.67
Ending Balance					0.03	57.67

DR
5/18/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						63,386.78
Cleared Transactions						
Checks and Payments - 44 items						
Check	03/16/2020	2580	WellAmerica, Inc	X	-4,340.38	-4,340.38
Check	03/16/2020	2587	Palominas Fire District	X	-2,212.16	-6,552.54
Check	03/16/2020	2585	AERO Med Claims	X	-2,088.50	-8,641.04
Check	03/31/2020	2601	EMI Health	X	-7,005.42	-15,646.46
Check	03/31/2020	2597	Purcell Tire Company	X	-1,907.92	-17,554.38
General Journal	03/31/2020	10010...	Karina Hilliard	X	-1,440.00	-18,994.38
Check	03/31/2020	2605	Arizona State Retirement System	X	-1,319.62	-20,314.00
Check	03/31/2020	2596	Vicki J Rutter	X	-1,250.00	-21,564.00
General Journal	03/31/2020	10010...	Jeremy Charles-Johnson	X	-1,070.15	-22,634.15
General Journal	03/31/2020	10010...	Jade Deforest	X	-880.00	-23,514.15
Check	03/31/2020	2598	Principal Life Insurance Company	X	-823.79	-24,337.94
Check	03/31/2020	2604	CenturyLink	X	-609.32	-24,947.26
Check	03/31/2020	2595	Verizon Wireless	X	-570.44	-25,517.70
General Journal	03/31/2020	10010...	Anika Payton-Rodriguez	X	-480.00	-25,997.70
General Journal	03/31/2020	10010...	Bill Bruyn	X	-320.00	-26,317.70
Check	03/31/2020	2603	Quill Corporation	X	-250.73	-26,568.43
Check	03/31/2020	2594	GreatAmerica Financial Services	X	-127.21	-26,695.64
Check	03/31/2020	2602	RDJ Specialties, Inc.	X	-103.21	-26,798.85
Check	03/31/2020	2600	Colonial Life	X	-72.44	-26,871.29
Check	03/31/2020	2599	Valley Imaging Solutions	X	-41.20	-26,912.49
Check	04/02/2020		Costco	X	-143.52	-27,056.01
Check	04/06/2020			X	-4,266.97	-31,322.98
General Journal	04/15/2020	EFT	Paychex DirDep/RCX	X	-20,536.99	-51,859.97
General Journal	04/15/2020	EFT	Paychex Taxpay	X	-5,407.98	-57,267.95
Check	04/15/2020	2620	Bound Tree Medical	X	-1,452.78	-58,720.73
Check	04/15/2020	2608	Arizona State Retirement System	X	-1,265.84	-59,986.57
Check	04/15/2020	2610	Teleflex LLC	X	-1,188.10	-61,174.67
General Journal	04/15/2020	10010...	Jeremy Charles-Johnson	X	-1,070.16	-62,244.83
Check	04/15/2020	2616	SSVEC	X	-906.48	-63,151.31
Check	04/15/2020	2614	WellAmerica, Inc	X	-677.34	-63,828.65
Check	04/15/2020	2621	GuardianEMS Products	X	-444.75	-64,273.40
Check	04/15/2020	2613	TransWorld Network	X	-175.19	-64,448.59
Check	04/15/2020	2607	Voyager Fleet System	X	-160.28	-64,608.87
General Journal	04/15/2020	EFT	Paychex Invoice	X	-131.01	-64,739.88
Check	04/15/2020	2617	Airgas USA, LLC	X	-130.70	-64,870.58
Check	04/15/2020	2612	L.N. Curtis and Sons	X	-110.00	-64,980.58
Check	04/15/2020	2618	Arizona Department of Public Safety	X	-80.00	-65,060.58
Check	04/15/2020	2619	Quill Corporation	X	-77.44	-65,138.02
Check	04/15/2020	2609	Specialized Safety Products LLC	X	-71.55	-65,209.57
Check	04/15/2020	2611	Santa Cruz County Landfill	X	-25.25	-65,234.82
Check	04/27/2020		Public Safety Personnel Retirement System	X	-4,274.40	-69,509.22
General Journal	04/30/2020	EFT	Paychex DirDep/RCX	X	-21,524.80	-91,034.02
General Journal	04/30/2020	EFT	Paychex Taxpay	X	-5,290.26	-96,324.28
General Journal	04/30/2020	EFT	Paychex Invoice	X	-147.24	-96,471.52
Total Checks and Payments					-96,471.52	-96,471.52
Deposits and Credits - 23 items						
Deposit	04/01/2020			X	5.47	5.47
Deposit	04/03/2020			X	992.36	997.83
Deposit	04/06/2020			X	2,059.38	3,057.21
Deposit	04/09/2020			X	541.94	3,599.15
Deposit	04/09/2020			X	1,485.33	5,084.48
Deposit	04/10/2020			X	4,929.59	10,014.07
Transfer	04/10/2020			X	35,000.00	45,014.07
Deposit	04/13/2020			X	502.63	45,516.70
Deposit	04/15/2020			X	747.20	46,263.90
Deposit	04/15/2020			X	1,140.45	47,404.35
Deposit	04/16/2020			X	1,795.32	49,199.67
Deposit	04/20/2020		Paychex Payroll	X	467.62	49,667.29
Deposit	04/20/2020			X	751.59	50,418.88
Deposit	04/22/2020			X	2,054.17	52,473.05
Deposit	04/23/2020			X	192.15	52,665.20
Deposit	04/23/2020			X	2,825.89	55,491.09
Deposit	04/27/2020			X	1,149.02	56,640.11
Transfer	04/27/2020			X	35,000.00	91,640.11

Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	04/28/2020			X	779.75	92,419.86
Deposit	04/28/2020			X	1,173.72	93,593.58
Deposit	04/29/2020			X	757.57	94,351.15
Deposit	04/30/2020			X	88.55	94,439.70
Deposit	04/30/2020			X	1,443.52	95,883.22
Total Deposits and Credits					95,883.22	95,883.22
Total Cleared Transactions					-588.30	-588.30
Cleared Balance					-588.30	62,798.48
Uncleared Transactions						
Checks and Payments - 34 items						
General Journal	04/15/2019	10005...	Michael Doris		-320.00	-320.00
Check	06/10/2019				-20.00	-340.00
General Journal	07/15/2019	0	Benjamin Beyerle		-99.89	-439.89
General Journal	07/15/2019	2320	John Hisey-Long		-96.19	-536.08
Check	08/29/2019	2399	Lincare Holdings, Inc.		-90.00	-626.08
Check	08/29/2019	2403	Colonial Life		-72.44	-698.52
General Journal	11/29/2019	10008...	Madeleine Pier		-99.90	-798.42
General Journal	12/31/2019	10009...	Jacob Rosson		-414.41	-1,212.83
Check	01/30/2020	2534	Reba Webber		-47.39	-1,260.22
General Journal	01/31/2020	10009...	Jacob Rosson		-233.11	-1,493.33
General Journal	02/14/2020	0	Aaron K Sapienza		-317.00	-1,810.33
Check	02/28/2020	2563	Kurt Bahti		-427.28	-2,237.61
General Journal	03/31/2020	10010...	Austin Dail		-480.00	-2,717.61
Check	04/15/2020	2615	AERO Med Claims		-2,111.54	-4,829.15
Check	04/30/2020	2632	EMI Health		-7,688.10	-12,517.25
Check	04/30/2020	2625	Sidney Lex Felker, PC		-1,613.75	-14,131.00
Check	04/30/2020	2629	Rita Ranch Automotive & Tire		-1,613.26	-15,744.26
General Journal	04/30/2020	10010...	Karina Hilliard		-1,360.00	-17,104.26
Check	04/30/2020	2623	Arizona State Retirement System		-1,265.84	-18,370.10
Check	04/30/2020	2635	Vicki J Rutter		-1,250.00	-19,620.10
General Journal	04/30/2020	10010...	Austin Dail		-1,120.00	-20,740.10
General Journal	04/30/2020	10011...	Jeremy Charles-Johnson		-1,070.15	-21,810.25
Check	04/30/2020	2627	Colonial Life		-823.79	-22,634.04
General Journal	04/30/2020	10010...	Jade Deforest		-800.00	-23,434.04
Check	04/30/2020	2622	Accord Financial, Inc.		-577.68	-24,011.72
Check	04/30/2020	2631	Verizon Wireless		-569.69	-24,581.41
General Journal	04/30/2020	10010...	Anika Payton-Rodriguez		-480.00	-25,061.41
Check	04/30/2020	2630	CenturyLink		-413.75	-25,475.16
General Journal	04/30/2020	10010...	Bill Bruyn		-320.00	-25,795.16
Check	04/30/2020	2626	Aflac		-238.82	-26,033.98
Check	04/30/2020	2633	GreatAmerica Financial Services		-127.21	-26,161.19
Check	04/30/2020	2628	Sonoita Valley Water Co		-111.24	-26,272.43
Check	04/30/2020	2624	Arizona Department of Public Safety		-100.00	-26,372.43
Check	04/30/2020	2634	Colonial Life		-72.44	-26,444.87
Total Checks and Payments					-26,444.87	-26,444.87
Deposits and Credits - 2 items						
Deposit	04/01/2020				303.54	303.54
Deposit	04/30/2020				308.31	611.85
Total Deposits and Credits					611.85	611.85
Total Uncleared Transactions					-25,833.02	-25,833.02
Register Balance as of 04/30/2020					-26,421.32	36,965.46
New Transactions						
Checks and Payments - 1 item						
Check	05/04/2020		Public Safety Personnel Retirement System		-4,215.14	-4,215.14
Total Checks and Payments					-4,215.14	-4,215.14

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Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 10 items						
Deposit	05/01/2020				349.20	349.20
Deposit	05/06/2020				188.89	538.09
Deposit	05/06/2020				948.22	1,486.31
Deposit	05/07/2020				158.36	1,644.67
Deposit	05/07/2020				750.23	2,394.90
Deposit	05/07/2020				992.36	3,387.26
Deposit	05/08/2020				753.83	4,141.09
Deposit	05/11/2020				88.32	4,229.41
Deposit	05/11/2020				22,151.16	26,380.57
Deposit	05/12/2020				719.46	27,100.03
Total Deposits and Credits					27,100.03	27,100.03
Total New Transactions					22,884.89	22,884.89
Ending Balance					-3,536.43	59,850.35

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05/18/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes High Yield, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,011.13
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	04/01/2020			X	2.50	2.50
Total Deposits and Credits					2.50	2.50
Total Cleared Transactions					2.50	2.50
Cleared Balance					2.50	2,013.63
Register Balance as of 04/30/2020					2.50	2,013.63
Ending Balance					2.50	2,013.63

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Sonoita-Elgin FD
Reconciliation Detail
Hughes Premium, Period Ending 04/30/2020

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						212,303.45
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	04/10/2020			X	-35,000.00	-35,000.00
Transfer	04/27/2020			X	-35,000.00	-70,000.00
Total Checks and Payments					-70,000.00	-70,000.00
Deposits and Credits - 1 item						
Deposit	04/01/2020			X	461.61	461.61
Total Deposits and Credits					461.61	461.61
Total Cleared Transactions					-69,538.39	-69,538.39
Cleared Balance					-69,538.39	142,765.06
Register Balance as of 04/30/2020					-69,538.39	142,765.06
Ending Balance					-69,538.39	142,765.06

142,765.06
5-18-20

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	April-20		\$ 19,206.30
State Pool Investment		3.22 1.16	4.38
Levied Revenue Earned			
	101713	3,559.93	179,485.06
	101732	1,735.98	
	101754	1,026.49	
	101790	3,387.05	
	101814	3,155.79	
	101847	2,026.13	
	101904	1,900.01	
	101922	1,528.95	
	101941	109,001.81	
	101965	8,542.61	
	101992	6,979.29	
	102011	1,048.51	
	102025	4,037.63	
	102039	841.47	
	102060	73.73	
	101090	30,639.68	
Check#	46997	(19,206.30)	(19,206.30)
Journal Entries		-	-
Ending Balance	April-20		<u>\$ 179,489.44</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: APR-2020
As of May 15, 2020

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

\$ 29,731.48

Real Estate Taxes	Amount
Tax Year 2007	-
Tax Year 2019	23,369.08
Tax Year 2018	-
Tax Year 2017	-
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2008	-
Subtotal Real Estate Taxes	<u><u>23,369.08</u></u>

Personal Property Taxes Collected	Amount
Tax Year 2007	-
Tax Year 2019	71.78
Tax Year 2018	-
Tax Year 2017	-
Tax Year 2016	-
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Tax Year 2010	-
Tax Year 2009	-
Tax Year 2008	-
Subtotal Personal Property Taxes Collected	<u><u>71.78</u></u>

In-Lieu Taxes Collected	Amount
Tax Year 2007	-

Sonoita-Elgin Fire District

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

RECEIVED of Beth Ford, Pima County Treasurer, check in the amount of \$ 29,731.48

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	-	
Subtotal In-Lieu Taxes Collected		<u>-</u>

<u>Fire District Assistance</u>	<u>Amount</u>	
Tax Year 2007	-	
Tax Year 2019	6,276.67	
Tax Year 2018	3.52	
Tax Year 2017	0.17	
Tax Year 2016	0.11	
Tax Year 2015	0.06	
Tax Year 2014	0.07	
Tax Year 2013	0.01	
Tax Year 2012	0.01	
Tax Year 2011	0.02	
Tax Year 2010	-	
Tax Year 2009	-	
Tax Year 2008	0.01	
Subtotal Fire District Assistance		<u>6,280.65</u>

<u>Investment Income</u>	<u>Amount</u>	
Interest Allocation	9.97	
Subtotal Investment Income		<u>9.97</u>
Grand Total		<u><u>29,731.48</u></u>

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
82																
83	<u>Other Financing Sources</u>															
84	<u>Unbudgeted Revenue</u>															
85	Palominas Fire District		14,625		16,250				14,625	8,125	6,500	8,125				68,250
86	Fire Suppression Excess															0
87	Safer Grant 2016		18,720			1,000	700	18,000	2,250	3,325	32,872	125	13,440		25	62,400
88	Fuels Grant Revenue		634					1,063		10,000	900					41,994
89	Apparatus Sales									337						10,900
90	Miscellaneous Income															337
91	Donations		200		780			792	293	100	712					2,877
92	Total Unbudgeted Revenue		<u>0</u>	<u>34,179</u>	<u>1,000</u>	<u>17,730</u>	<u>19,855</u>	<u>17,168</u>	<u>21,887</u>	<u>53,225</u>	<u>8,250</u>	<u>13,465</u>				<u>186,758</u>
93																
94	<u>Unbudgeted Expenses</u>															
95	Palominas FD - Chief's Salary		4,333		4,333			4,333	4,333	4,333	4,333	4,333				43,333
96	PFD Other Expenses															0
97	Wildland Labor			191												191
98	Wildland Expenses															0
99	Safer 2016 Expenses		5,680	4,640	4,480	6,320	2,880	4,800	4,800	4,880	3,920	4,720	4,720			47,040
100	Fuels Grant - Labor		218	2,073	5,538	9,125	10,618	8,634	8,634	4,474						40,681
101	Fuels Grant - Equipment					222	16	734	991	167						2,130
102	Cardiac Monitors		3,065	3,065	3,065	3,065	3,065	3,065	650							15,977
103	Total Unbudgeted Expenses		<u>13,297</u>	<u>14,303</u>	<u>17,417</u>	<u>23,066</u>	<u>20,913</u>	<u>19,151</u>	<u>14,679</u>	<u>8,421</u>	<u>9,053</u>	<u>9,053</u>				<u>149,352</u>
104																
105	Net Unbudgeted Revenue & Expenses		(13,297)	19,876	(16,417)	(5,335)	(1,058)	(1,983)	7,208	44,804	(803)	4,412	0	0	0	37,406
106																
107	Net Overall Income (Loss)		<u>0</u>	<u>(137,376)</u>	<u>(72,810)</u>	<u>168,782</u>	<u>131,839</u>	<u>35,267</u>	<u>(25,987)</u>	<u>(44,726)</u>	<u>(42,850)</u>	<u>167,451</u>	<u>(1,134)</u>	<u>(39,868)</u>		<u>48,359</u>
108																
109	Cash on Hand	<u>759,285</u>	<u>669,073</u>	<u>531,697</u>	<u>626,192</u>	<u>457,410</u>	<u>757,914</u>	<u>793,181</u>	<u>765,708</u>	<u>720,982</u>	<u>678,132</u>	<u>845,583</u>				<u>804,581</u>
110																
111																
112																
113																
114																
115																

The Cash on Hand at April 30, 2020 was \$845,583. The Net Overall Income is projected to be \$48,359 at fiscal year end. Since both balances are positive so there is not potentially an adverse impact on operations or liquidity of the district to report to the county Board of Supervisors.

Cash on Hand at June 30, 2020 is projected to be \$804,581