

SEFD Board Packet

27 Jan 2020

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- 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, January 27, 2020. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 9: am. Local time.

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

AGENDA:

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

Call to the Public. Limited to 3 minutes

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

- 1) **Review and approval of the governing board meeting minutes of December 16, 2019.**
- 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:
- 3) **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/Dec 2019 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 on excepting the 2018/2019 audit presented by Jay Parkes of Walker and Armstrong audit firm.: C. Johnson

5) Update from PSPRS Board: S. Archibald

6) Discussion and possible action / response to quilters inquire about SEFD board meeting time. C. Johnson

7) Discussion and possible action on removing Sue Archibald from all SEFD accounts Hughes Federal Credit Union, J P Morgan Chase Bank, National Bank as signator and adding Reba Webber to all accounts as signator: C. Johnson

8) Discussion and possible action on possibility of data storage for SEFD minutes for internal use: Chief DeWolf

9) Study session with Board, Staff:

A) Discussion on reformatting the Chief's review process 2019 – 2020 Goals: R. Weber-
Tabled until contract is reviewed by attorney *Tabled*

B) Review and Discussion on HR policies: K. Bahti *Tabled*

C) Discussion and possible action on board policies: K. Bahti-Tabled until contract is reviewed by attorney *Tabled*

D) Discussion and possible approval of distribution of questionnaire: A. Dorney

10) 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: Jan 24, 2020. At 10:00 Local Time
By _____ Kathy L. Goodwin, Admin to the SEFD Fire Chief

Minutes to the Regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, December 16, 2019
0900

Call to Order.

Roll Call of Board Members – all Board members were present

Pledge of Allegiance

Call to the Public – There were none

Review and approval of the governing board meeting minutes of Nov 25, 2019 – motion to approve the minutes as written was made by Archibald, seconded by Webber, motion carried unanimously.

Report from the Fire Chief -

- a) Firefighter Oath of Office - none
- b) Response and service report. – 43 runs last month (Nov.) with 546 for the year to the end of November; A-Shift 192, B-Shift 171 and C-Shift 183..
- c) Palominas – looking for delivery of engine in April/May; crew patched roof of living quarters; employees are showing more pride and joy.
- d) Laura & Chief met with First Net Communications & U of A; First Net does not work here. We will do a 3-year study with them and we'll check to see where we do and do not get radio communications. Long-term goal is to be able to send data to hospitals. First Net is strictly Fire/EMS communications.
- e) December 18, 2019; Laura (EMS Director) will attend a meeting in Phoenix regarding DHS (Dept. of Health Services) on CON (Certificate of Necessity) rules – they are up for revision. She will be looking to see if and how any rule changes will affect SEFD.
- f) Brief mention of the Laughlin Conference - Archibald stated she will not be attending the Laughlin Conference
- g) Kurt (Bahti), Sue (Archibald) and I have been working with group of individuals in developing a Community Response Team; Fairgrounds has come on-board; several churches have put together funds to cover the cost of the installation of a new phone line to be installed at the fire house to be used in the coordination of public information during an emergency/evacuation. It feels like it is starting to come together; the fairgrounds have agreed to become the Community Evacuation Center & their Board has voted to do so. We (SEFD) has offered to help them look for grants for improvements. They are also looking at developing a Fairgrounds Evacuation Plan to be used in the event of an emergency on the fairgrounds itself. This group, CRT, meets the first Friday of the month.
- h) Ambulance – The DHS Inspection of our Medic Unit #833 took place this recently; our medic unit passed with flying colors. Kudos to Kathe Prentice and Jade Deforest for their hard work. The DHS Inspector said he wished other departments in the state would look to SEFD as an example.
- i) SEFD has purchased one duty jacket for each active member of the department – blue with reflective striping – because we haven't held a fun day or appreciation evening this year.

Monthly financial reports - NO REPORT DUE TO MEETING DATE CHANGE FOR HOILDAYS - NOV FINANCIALS WILL BE PRESENTED AT THE JANUARY 2020 BOARD MEETING.

Update from PSPRS Board: S. Archibald – there was no updated.


Minutes to the Regular meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, December 16, 2019
0900

discuss the contract to make sure it protects the Chief, the District and the Board. Chief was to contact the attorney to get her input on setting up the executive session.

D) Discussion and possible approval of Questionnaire: A. Dorney –Dorney – did everyone get a copy? Chief did you get any feedback. Chief – Yes, punctuation and comments from Reba. Webber’s concerns were around educating the public within the questions of the questionnaire. Bahti suggested that this might lead to influencing the public leading to skewed results for the survey. Bahti’s point was recognized as important. Archibald – motion to approve the questionnaire, seconded by Webber, motion carried unanimously. Johnson – Next steps, how do we get this out to the public? We’ve talked about doing a mailing, distributing to churches, community groups, Clare Bonelli’s newsletter, a link on the website (like survey monkey). Archibald – can we come back next time with a plan? Can we get more specific than that? Johnson – Can you take a look at that? (speaking to Dorney) Dorney – Okay.

Adjournment: Motion to adjourn by Bahti, seconded by Archibald, motion carried unanimously.

Signature documents that the Minutes approved on 28 Jan 2020,
Board Clerk.


Sue Archibald or Reba Webber



Review of December 2019 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
27 Jan 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 December 2019.

We the undersigned Board members of the Sonoita-Elgin Fire District, hereby acknowledge that we have reviewed and accepted the December 2019 financial reports as presented.

Susan Archibald, member-at-large

Kurt Bahti, member-at-large

Annette Dorney, member-at-large

Reba Webber, Clerk

Christopher Johnson, Chair

Sonoita-Elgin FD
Balance Sheet
 As of December 31, 2019

			December 31, 2019
ASSETS			
		Chase Checking	1,819.82
		Chase Savings	248,008.82
		Hughes Checking	12,980.92
		Hughes High Yield	2,007.33
		Hughes Main Share	57.60
		Hughes Premium	316,685.35
		National Bank Money Market	104,039.31
		Petty Cash	700.00
		Checking & Savings Subtotal	<u>686,299.15</u>
		Pima County Treasurer	6,246.25
		SCC Treasurer	<u>100,635.16</u>
		Accrued Taxes Subtotal	<u>106,881.41</u>
TOTAL ASSETS			<u>793,180.56</u>
EQUITY			
		Fund Balance - Unrestricted	606,939.69
		Retained Earnings	152,363.21
		Net Income for July - December	<u>33,877.66</u>
TOTAL EQUITY			<u>793,180.56</u>

Sonoita-Elgin FD
Profit & Loss Budget vs. Actual
for the five months ended November 30, 2019

	A	B	C	D	E	F	G	H	I	J	K
1											
2					November 2019		Jul - Nov 2019		Annual Budget		% of Budget
3				Budgeted Income/Expense							~42%
4				Income							
5				Santa Cruz County Taxes	226,575.21		441,703.29		905,170.00		48.8%
6				Pima County Taxes	6,248.59		68,114.58		127,166.00		53.56%
7				FDAT - Santa Cruz	0.00		0.00		49,065.00		0.0%
8				FDAT - Pima County	1,142.92		13,407.91		25,433.00		52.72%
9				Fire Suppression	0.00		8,642.28		35,000.00		24.69%
10				EMS Support	0.00		2,815.20		2,200.00		127.96%
11				Ambulance Revenue	13,883.60		95,442.85		280,000.00		34.09%
12				PPE Purchase	0.00		0.00		64,250.00		0.0%
13				Interest Income	146.38		1,805.18		800.00		225.65%
14				Rental Income	0.00		70.00		400.00		17.5%
15				Prior Year Carryforward	0.00		0.00		34,351.00		0.0%
16				Total Budgeted Income	247,996.70		632,001.29		1,523,835.00		41.47%
17											
18				Expense							
19				Salaries	47,781.50		229,940.44		577,031.00		39.85%
20				Sick Time Pay	444.24		1,414.66		9,400.00		15.05%
21				Vacation/Holiday	4,266.56		14,321.33		45,000.00		31.83%
22				Transport Stipend	5,055.72		31,784.86		78,400.00		40.54%
23				Payroll Taxes	3,325.80		14,069.48		30,000.00		46.9%
24				PSPRS	6,057.48		24,121.34		75,000.00		32.16%
25				ASRS	1,287.81		6,775.95		15,500.00		43.72%
26				Employee Health Insurance	4,544.21		23,055.37		71,400.00		32.29%
27				Physicals & Exams	0.00		0.00		8,800.00		0.0%
28				Copper Point - Workman's Comp	0.00		9,321.00		39,373.00		23.67%
29				Clothing Allowance	0.00		1,224.93		8,400.00		14.58%
30				Training	0.00		22,197.79		30,589.00		72.57%
31				EMS Consumables	1,381.65		4,324.61		15,000.00		28.83%
32				Maintenance Plans	0.00		0.00		4,500.00		0.0%
33				Oral Hydration Fluids	0.00		0.00		1,200.00		0.0%
34				Fire Prevention Education	0.00		0.00		1,000.00		0.0%
35				Office Expense & Postage	354.12		3,133.17		10,000.00		31.33%
36				Recruitment & Retention	(34.02)		1,608.34		11,000.00		14.62%
37				Payroll Preparation	370.74		1,092.52		4,500.00		24.28%
38				Ambulance Billing	2,216.83		8,331.16		22,500.00		37.03%
39				Equipment Rental	127.21		673.93		1,800.00		37.44%
40				Internet Provider	80.69		1,100.99		2,400.00		45.88%
41				Bank Charges	41.35		562.71		800.00		70.34%
42				Background Checks	80.00		160.00		1,200.00		13.33%
43				Legal Fees	0.00		5,056.83		7,800.00		64.83%
44				Accounting	0.00		0.00		8,500.00		0.0%
45				Bookkeeper	1,250.00		6,250.00		15,000.00		41.67%
46				Telephone	991.38		4,932.00		14,000.00		35.23%
47				Batteries & Repair	0.00		455.55		3,000.00		15.19%
48				Computer & IT Support	90.00		540.91		4,000.00		13.52%
49				Dispatch	0.00		3,840.76		11,075.00		34.68%
50				Utilities	1,095.33		6,115.70		17,000.00		35.98%
51				Insurance	7,047.00		14,257.00		30,000.00		47.52%
52				Fuel	3,826.59		14,078.67		26,000.00		54.15%
53				Building & Grounds & Pests	144.21		3,317.43		9,000.00		36.86%
54				Vehicle Maintenance	13,853.84		35,556.45		36,500.00		97.42%

Sonoita-Elgin FD
Profit & Loss Budget vs. Actual
for the five months ended November 30, 2019

	A	B	C	D	E	F	G	H	I	J	K
1											
2					November 2019		Jul - Nov 2019		Annual Budget		% of Budget
55				Equipment Replacement	0.00		1,261.30		6,000.00		21.02%
56				Station & Fire Supplies	1,214.01		4,172.31		10,000.00		41.72%
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	10.44		299.14		4,000.00		7.48%
60				Communication to Residents	0.00		0.00		500.00		0.0%
61				Financial Stability Reserve	0.00		0.00		54,522.00		0.0%
62				Membership Dues & Subscription	730.00		6,564.34		4,000.00		164.11%
63				PPE Expense	0.00		0.00		64,250.00		0.0%
64				Miscellaneous	7,597.73		7,597.73				
65				Capital Payments - Apparatus	0.00		80,973.21		80,992.00		99.98%
66				Capital Payment - Ambulance	0.00		22,816.29		23,297.00		97.94%
67				Capital Outlay - PPE	0.00		0.00		6,500.00		0.0%
68				SCBA's	0.00		0.00		9,000.00		0.0%
69				Unknown Other Equipment	0.00		0.00		10,006.00		0.0%
70				Total Budgeted Expense	115,232.42		617,300.20		1,523,835.00		40.51%
71				Net Budgeted Income	132,764.28		14,701.09		0.00		100.0%
72											
73				Unbudgeted Income/Expense							
74				Unbudgeted Income							
75				Palominas Fire District	0.00		30,875.00				
76				Safer Grant 2016	18,000.00		36,720.00				
77				Fuels Grant Revenue	1,062.50		2,887.50				
78				Donations	792.05		2,406.60				
79				Total Unbudgeted Income	19,854.55		72,889.10				
80											
81				Unbudgeted Expense							
82				Palominas FD-Chief Salary	4,333.34		21,666.70				
83				Wildland Labor	0.00		190.96				
84				Safer 2016 Expenses	2,880.00		24,000.00				
85				Fuels Grant Labor	10,617.98		27,572.50				
86				Fuels Grant Equipment	0.00		221.80				
87				Cardiac Monitors	3,065.45		15,327.25				
88				Total Unbudgeted Expense	20,896.77		88,979.21				
89				Net Unbudgeted Loss	(1,042.22)		(16,090.11)				
90											
91				Overall Net Income (Loss)	131,722.06		(1,389.02)		0.00		100.0%



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

December 2019

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

Reconciled by *Overhinter*

Dates of reconciliation January 13, 2020

Sonoita-Elgin FD
Reconciliation Detail
National Bank Money Market, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						56,415.15
Cleared Transactions						
Checks and Payments - 2 items						
Check	12/11/2019			X	-6,691.65	-6,691.65
Check	12/31/2019			X	-5.00	-6,696.65
Total Checks and Payments					-6,696.65	-6,696.65
Deposits and Credits - 8 items						
Deposit	12/02/2019			X	578.36	578.36
Deposit	12/02/2019			X	3,697.33	4,275.69
Deposit	12/11/2019			X	3,920.65	8,196.34
Deposit	12/11/2019			X	33,766.50	41,962.84
Deposit	12/23/2019			X	804.05	42,766.89
Deposit	12/23/2019			X	8,578.60	51,345.49
Deposit	12/31/2019			X	3.60	51,349.09
Deposit	12/31/2019			X	2,971.72	54,320.81
Total Deposits and Credits					54,320.81	54,320.81
Total Cleared Transactions					47,624.16	47,624.16
Cleared Balance					47,624.16	104,039.31
Register Balance as of 12/31/2019					47,624.16	104,039.31
Ending Balance					47,624.16	104,039.31

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Sonoita-Elgin FD
Reconciliation Detail
 Chase Savings, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						50,984.49
Cleared Transactions						
Deposits and Credits - 2 items						
Deposit	12/31/2019			X	24.33	24.33
Transfer	12/31/2019			X	197,000.00	197,024.33
Total Deposits and Credits					197,024.33	197,024.33
Total Cleared Transactions					197,024.33	197,024.33
Cleared Balance					197,024.33	248,008.82
Register Balance as of 12/31/2019					197,024.33	248,008.82
Ending Balance					197,024.33	248,008.82

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Sonoita-Elgin FD
Reconciliation Detail
Chase Checking, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,016.98
Cleared Transactions						
Checks and Payments - 25 items						
Check	11/15/2019	1972	AERO Med Claims	X	-2,216.83	-2,216.83
Check	11/15/2019	1973	Arizona Department of Public Safety	X	-80.00	-2,296.83
Check	12/02/2019		Nationwide	X	-376.67	-2,673.50
Check	12/02/2019		Nationwide	X	-323.73	-2,997.23
Check	12/16/2019	1982	Tubac Fire District	X	-10,821.43	-13,818.66
Check	12/16/2019	1991	Walker & Armstrong LLP	X	-6,000.00	-19,818.66
Check	12/16/2019	1979	Top Stitch Embroidery	X	-2,647.94	-22,466.60
Check	12/16/2019	1992	L.N. Curtis and Sons	X	-1,538.56	-24,005.16
Check	12/16/2019	1981	Arizona State Retirement System	X	-1,292.98	-25,298.14
Check	12/16/2019	1990	AERO Med Claims	X	-1,178.92	-26,477.06
Check	12/16/2019	1989	SSVEC	X	-963.27	-27,440.33
Check	12/16/2019	1999	Rita Ranch Automotive & Tire	X	-808.44	-28,248.77
Check	12/16/2019	1985	Barnett's Towing LLC	X	-750.00	-28,998.77
Check	12/16/2019		Nationwide	X	-491.59	-29,490.36
Check	12/16/2019		Nationwide	X	-424.93	-29,915.29
Check	12/16/2019	1995	Santa Cruz County Landfill	X	-300.89	-30,216.18
Check	12/16/2019	1986	Bound Tree Medical	X	-198.47	-30,414.65
Check	12/16/2019	2000	Quill Corporation	X	-194.73	-30,609.38
Check	12/16/2019	1998	MES	X	-183.25	-30,792.63
Check	12/16/2019	1988	DiracTV	X	-141.98	-30,934.61
Check	12/16/2019	1996	TransWorld Network	X	-80.69	-31,015.30
Transfer	12/31/2019			X	-197,000.00	-228,015.30
Check	12/31/2019		Nationwide	X	-308.46	-228,323.76
Check	12/31/2019		Nationwide	X	-274.12	-228,597.88
Check	12/31/2019			X	-31.81	-228,629.69
Total Checks and Payments					-228,629.69	-228,629.69
Deposits and Credits - 3 items						
Transfer	11/30/2019			X	7,436.91	7,436.91
Transfer	12/09/2019			X	226,625.31	234,062.22
Check	12/16/2019	1993	Fire Engineering	X	0.00	234,062.22
Total Deposits and Credits					234,062.22	234,062.22
Total Cleared Transactions					5,432.53	5,432.53
Cleared Balance					5,432.53	9,449.51
Uncleared Transactions						
Checks and Payments - 6 items						
Check	11/15/2019	1970	Socrates, Inc. Escrow Account		-116.76	-116.76
Check	12/16/2019	1997	Goering, Roberts, et al PC		-4,163.82	-4,280.58
Check	12/16/2019	1994	WellAmerica, Inc		-1,871.34	-6,151.92
Check	12/16/2019	1983	Professional Management Coaching		-1,250.00	-7,401.92
Check	12/16/2019	1987	NFPA		-175.00	-7,576.92
Check	12/16/2019	1984	Airgas USA, LLC		-52.77	-7,629.69
Total Checks and Payments					-7,629.69	-7,629.69
Total Uncleared Transactions					-7,629.69	-7,629.69
Register Balance as of 12/31/2019					-2,197.16	1,819.82
New Transactions						
Deposits and Credits - 1 item						
Transfer	01/03/2020				100,635.16	100,635.16
Total Deposits and Credits					100,635.16	100,635.16
Total New Transactions					100,635.16	100,635.16
Ending Balance					98,438.00	102,454.98

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01/13/20

Sonoita-Elgin FD
Reconciliation Summary
Hughes Main Share, Period Ending 12/31/2019

	<u>Dec 31, 19</u>	
Beginning Balance	57.60	
Cleared Balance	57.60	
Register Balance as of 12/31/2019	57.60	UL
Ending Balance	57.60	1/13/20

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01/13/20

Sonoita-Elgin FD
Reconciliation Detail
Hughes Checking, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Deposit	12/20/2019			X	297.69	52,493.43
Transfer	12/24/2019			X	40,000.00	92,493.43
Deposit	12/26/2019			X	1,333.18	93,826.61
Deposit	12/27/2019			X	184.02	94,010.63
Deposit	12/27/2019			X	287.81	94,298.44
Deposit	12/31/2019			X	1,461.83	95,760.27
Total Deposits and Credits					95,760.27	95,760.27
Total Cleared Transactions					-4,910.76	-4,910.76
Cleared Balance					-4,910.76	29,704.40
Uncleared Transactions						
Checks and Payments - 31 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...	Erick Ceron		-640.00	-1,338.52
General Journal	11/29/2019	10008...	Madeleine Pier		-99.90	-1,438.42
General Journal	12/31/2019	10009...	Timothy Garcia		-1,440.00	-2,878.42
General Journal	12/31/2019	10009...	Guy Rogers		-1,440.00	-4,318.42
Check	12/31/2019	2486	Arizona State Retirement System		-1,388.84	-5,707.26
General Journal	12/31/2019	10009...	Eric Ceron		-1,336.67	-7,043.93
Check	12/31/2019	2499	Vicki J Rutter, CPA		-1,250.00	-8,293.93
General Journal	12/31/2019	10009...	Jeremy Charles-Johnson		-1,146.81	-9,440.74
General Journal	12/31/2019	10009...	Jade Deforest		-640.00	-10,080.74
Check	12/31/2019	2488	Rita Ranch Automotive & Tire		-636.61	-10,717.35
Check	12/31/2019	2492	Principal Life Insurance Company		-576.23	-11,293.58
Check	12/31/2019	2497	Verizon Wireless		-571.85	-11,865.43
General Journal	12/31/2019	10009...	Bill Bruyn		-480.00	-12,345.43
Check	12/31/2019	2491	Nancy Calhoun		-440.77	-12,786.20
General Journal	12/31/2019	10009...	Jacob Rosson		-414.41	-13,200.61
Check	12/31/2019	2498	CenturyLink		-359.47	-13,560.08
General Journal	12/31/2019	10009...	Austin Dail		-320.00	-13,880.08
Check	12/31/2019	2496	Aflac		-238.82	-14,118.90
Check	12/31/2019	2489	Quill Corporation		-142.50	-14,261.40
Check	12/31/2019	2490	GreatAmerica Financial Services		-127.21	-14,388.61
Check	12/31/2019	2495	Sonoita Valley Water Co		-106.28	-14,494.89
Check	12/31/2019	2500	Airgas USA, LLC		-91.70	-14,586.59
Check	12/31/2019	2487	Colonial Life		-72.44	-14,659.03
Check	12/31/2019	2494	Arizona Department of Public Safety		-60.00	-14,719.03
Check	12/31/2019	2493	Fire Engineering		-39.00	-14,758.03
Total Checks and Payments					-14,758.03	-14,758.03
Deposits and Credits - 1 item						
Deposit	12/31/2019				1,602.18	1,602.18
Total Deposits and Credits					1,602.18	1,602.18
Total Uncleared Transactions					-13,155.85	-13,155.85
Register Balance as of 12/31/2019					-18,066.61	16,548.55
New Transactions						
Deposits and Credits - 2 items						
Deposit	01/03/2020				870.51	870.51
Deposit	01/06/2020				1,951.27	2,821.78
Total Deposits and Credits					2,821.78	2,821.78
Total New Transactions					2,821.78	2,821.78
Ending Balance					-15,244.83	19,370.33

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Sonoita-Elgin FD
Reconciliation Detail
Hughes High Yield, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,007.33
Cleared Balance						2,007.33
Register Balance as of 12/31/2019						2,007.33
Ending Balance						2,007.33

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Sonoita-Elgin FD
Reconciliation Detail
Hughes Premium, Period Ending 12/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						401,685.35
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	12/09/2019			X	-45,000.00	-45,000.00
Transfer	12/24/2019			X	-40,000.00	-85,000.00
Total Checks and Payments					-85,000.00	-85,000.00
Total Cleared Transactions					-85,000.00	-85,000.00
Cleared Balance					-85,000.00	316,685.35
Register Balance as of 12/31/2019					-85,000.00	316,685.35
Ending Balance					-85,000.00	316,685.35

U2 1-13-20

LIZ GUTFAHR
Treasurer
MARIA ACUÑA
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	December-19		\$ 226,625.31
State Pool Investment		94.33	109.30
		14.97	
Levied Revenue Earned			
	100196	1,897.55	100,525.86
	100217	4,692.21	
	100238	5,285.59	
	100256	3,866.69	
	100285	5,107.79	
	100296	6,797.55	
	100318	5,728.19	
	100339	2,655.53	
	100358	9,831.24	
	100373	4,551.22	
	100387	6,055.42	
	100410	8,170.96	
	100421	10,068.48	
	100439	4,846.51	
	100464	1,646.28	
	100492	4,546.74	
	100516	3,222.81	
	100523	2514.56	
	100535	4451.48	
	100548	4589.06	
Check#	46622	(226,625.31)	(226,625.31)
Journal Entries	JE-		
Ending Balance	December-19		<u>\$ 100,635.16</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: DEC-2019
As of January 15, 2020

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

\$ 6,246.25

<u>Real Estate Taxes</u>	<u>Amount</u>
Tax Year 2007	-
Tax Year 2019	4,350.86
Tax Year 2018	698.06
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	-
<u>Subtotal Real Estate Taxes</u>	<u>5,048.92</u>

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

<u>In-Lieu Taxes Collected</u>	<u>Amount</u>
Tax Year 2007	-

Sonoita-Elgin Fire District

ARMS # 507200, TCMS String: 500.50720.10.10000.10000
 Remittance of Revenue Collected for the Period: DEC-2019
 As of January 15, 2020

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

\$ 6,246.25

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		-

Fire District Assistance	Amount	
Tax Year 2007	-	
Tax Year 2019	1,111.70	
Tax Year 2018	32.95	
Tax Year 2017	(0.42)	
Tax Year 2016	0.05	
Tax Year 2015	(3.19)	
Tax Year 2014	(0.29)	
Tax Year 2013	0.04	
Tax Year 2012	0.01	
Tax Year 2011	0.01	
Tax Year 2010	-	
Tax Year 2009	-	
Tax Year 2008	-	
Subtotal Fire District Assistance		1,140.86

Investment Income	Amount	
Interest Allocation	56.47	
Subtotal Investment Income		56.47
Grand Total		6,246.25

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
			Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
			July	August	September	October	November	December	January	February	March	April	May	June	Total
			2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020
1	Sonoita-Elgin Fire District														
2	Cash Flow Forecast														
3	July 1, 2019 through June 30, 2020														
4		Budget													
5		2019-2020													
6															
7															
8	<u>Budgeted Revenues</u>														
9	Fire District Tax														
10	Santa Cruz County	905,170	8,554	3,762	2,342	200,469	226,575	100,526	37,421	21,807	30,473	174,053	50,628	48,559	905,170
11	Pima County	127,166	1,386	1,478	15,301	45,179	6,249	5,049	2,066	2,538	7,486	29,695	5,913	4,827	127,166
12	Fire District Assistance Tax														
13	Santa Cruz County	49,065						24,533	24,533						49,066
14	Pima County	25,433	122	35	2,213	9,895	1,143	1,141	425	845	1,203	7,181	977	370	25,550
15	Fire Suppression Income	35,000		1,210		7,433								26358	35,000
16	EMS Support	2,200				2,815									2,815
17	Ambulance Revenues	280,000	16,248	14,838	22,565	28,033	13,884	23,751	26,232	32,003	22,498	24,798	25,599	29,552	280,000
18	PPE Purchase	64,250												64,250	64,250
19	Interest Income	800	761	208	135	550	146	199						60	1,999
20	Rental Income	400			30	40		70	40			60	100	60	400
21	Prior Year Carryforward	34,351												34,351	34,351
22															
23	Total Budgeted Revenues	1,523,835	27,072	21,531	42,586	294,414	247,997	155,268	90,717	57,192	61,660	235,788	83,216	208,327	1,525,767
24															
25	<u>Budgeted Operating Expenses</u>														
26	Salaries	577,031	46,823	45,147	45,244	44,944	47,782	48,252	48,000	48,000	48,000	48,000	48,000	49,031	567,223
27	Sick Pay	9,400	602		368		444	93	220	769	949		230	5,724	9,400
28	Vacation/Holiday	45,000	1,074	2,150	2,258	4,573	4,267	6,670	3,750	3,750	3,750	3,750	3,750	5,259	45,000
29	Transport Stipend	78,400	6,576	6,282	6,661	7,210	5,056	5,875	6,533	6,533	6,533	6,533	6,533	8,074	78,400
30	Payroll Taxes	30,000	2,358	2,449	2,750	3,187	3,326	3,287	2,500	2,500	2,500	2,500	2,500	2,500	32,357
31	PSPRS	75,000	5,533	5,543	2,101	4,887	6,057	11,169	6,250	6,250	6,250	6,250	6,250	6,250	72,791
32	ASRS	15,500	1,402	1,308	1,330	1,448	1,287	1,341	1,290	1,290	1,290	1,290	1,290	1,290	15,856
33	Employee Health Insurance	71,400	4,815	5,053	4,803	3,840	4,544	(1,533)	9,000	5,950	5,950	5,950	5,950	5,950	60,272
34	Physicals	8,800						1,871						6,929	8,800
35	Workman's Compensation	39,373		9,161	160				8,093	10,019			9,149	2,791	39,373
36	Clothing Allowance	8,400		236	798	191		36	1,188	172	325		128	4,922	7,996
37	Training	30,589	15,613	1,779	4,644	162		3,708	690	900				3,094	30,589
38	EMS Consumables	15,000	1,647	341	697	167	1,382	1,111	1,250	1,250	1,250	1,250	1,250	3,404	15,000
39	Maintenance Plans	4,500												4,500	4,500
40	Oral Hydration Fluids	1,200												1,200	1,200
41	Fire Prevention Education	1,000												1,000	1,000
42	Office Expense & Postage	10,000	202	561	276	1,739	354	487	800	800	800	800	800	2,380	10,000
43	Recruitment & Retention	11,000	307	515	968	(146)	(34)	3,384	1,000	555		1,000	877	2,576	11,000
44	Payroll Preparation	4,500	136		225	361	371	308	821	224	216	237	260	1,341	4,500
45	Ambulance Billing	22,500	1,678	1,606	2,187	643	2,217	1,179	3,037	453	2,695	1,566	2,081	3,158	22,500

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Sonoita-Elgin Fire District															
2	Cash Flow Forecast															
3	July 1, 2019 through June 30, 2020															
4			Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
5		Budget	July	August	September	October	November	December	January	February	March	April	May	June	Forecast	Forecast
6		2019-2020	2019	2019	2019	2019	2019	2019	2020	2020	2020	2020	2020	2020	2020	Total
7																
84	Unbudgeted Revenue															
85	Palominas Fire District			14,625		16,250		14,625								45,500
86	Fire Suppression Excess			18,720			18,000									0
87	Safer Grant 2016			634	1,000	700	1,063	2,250								36,720
88	Fuels Grant Revenue			200		780	792	293								5,647
89	Donations															2,065
90	Total Unbudgeted Revenue		0	34,179	1,000	17,730	19,855	17,168								89,932
91																
92	Unbudgeted Expenses															
93	Palominas FD - Chief's Salary		4,333	4,333	4,333	4,333	4,333	4,333								26,000
94	PFD Other Expenses															0
95	Wildland Labor			191												191
96	Wildland Expenses															0
97	Safer 2016 Expenses		5,680	4,640	4,480	6,320	2,880	4,800								28,800
98	Fuels Grant - Labor		218	2,073	5,538	9,125	10,618	8,634								36,207
99	Fuels Grant - Equipment					222		734								955
100	Cardiac Monitors		3,065	3,065	3,065	3,065	3,065	650								15,977
101	Total Unbudgeted Expenses		13,297	14,303	17,417	23,066	20,897	19,151								108,130
102																
103	Net Unbudgeted Revenue & Expenses		(13,297)	19,876	(16,417)	(5,335)	(1,042)	(1,983)	0	0	0	0	0	0	0	(18,198)
104																
105	Net Overall Income (Loss)	0	(90,230)	(137,376)	(72,810)	168,782	131,720	35,267	(14,962)	(43,870)	(33,689)	146,409	(18,118)	(108,014)	(493)	
106																
107	Cash on Hand	759,285	669,073	531,697	457,410	626,192	757,914	793,181								720,937
108																
109																
110																
111																
112																
113																

The Cash on Hand at December 31, 2019 was \$793,181. The Net Overall Loss is projected to be \$-493 at fiscal year end. Since both balances are not positive so there is 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, 2019 is projected to be \$720,937.