

SEFD Board Packet

21 November 2016

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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) administrator (*SEFD is governed by an administrator pursuant to A.R.S. §48-803.B*) will hold a meeting on Monday, November 21, 2016. The meeting will be held at the SEFD fire station, located at 3173 N. Highway 83, Sonoita, AZ. The meeting is open to the general public and will begin at 6:00 p.m. local time.

AGENDA:

- A. Call to Order.
- B. Pledge of Allegiance.

The following agenda items are scheduled for consideration by the SEFD administrator 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. Review and approval of the governing board meeting minutes of October 24, 2016 (SEFD #16-041).
- 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 (SEFD #n/a):
 - a) Firefighter Oath of Office
 - b) Response and service report.
 - c) Status of grants.
 - d) Fire code and inspection items.
 - e) Current community events.
 - f) Rosemont mine.
 - g) Apparatus update.

Call to the Public.

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

- 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 October 2016 to include: reconciled balance sheet accounts; updated cash flow projections; month end fund statements; and month end reports of financial institutions in which the SEFD maintains an account (SEFD #16-042).

Sonoita-Elgin Fire District

4. Presentation of the annual audit of fire district finances by the auditor conducted pursuant to A.R.S. §48-253; review and receive the annual audit pursuant to A.R.S. §48-805.02.G (SEFD #16-043).
5. Review and adoption of the November 8 General Election Canvass for SEFD board members by Santa Cruz County and declaration of election to office pursuant to A.R.S. Title 16 (SEFD #16-044).
6. Review and consideration of an annual performance review of the SEFD Fire Chief (SEFD #16-045).
7. Adjourn.

NOTICE: The Sonoita-Elgin Fire District administrator 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: November 18, 2016.

At: 1300 p.m. Local Time

By: *Katie L. Goodwin* Katie 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, 24 October 2016
6 p.m.

Call to Order.

Pledge of Allegiance.

Review and approval of the governing board meeting minutes of September 26, 2016 –
Minutes approved with spelling corrections to names; John Flynn.

Report from the Fire Chief - Chief De Wolf reported on the statistics for the month of September, 2016 including; run report, ambulance transports, grant income and grant status. He also gave information on response times and zones and how it relates to the district. He described the zones and had a map for all to see to delineate the zones. Community Paramedicine Program currently has 7 clients. The recruitment and retention grant we were awarded in September begins in November and we'll receive our reimbursements quarterly. Status of fire income was updated. We completed the field portion of our audit last Friday; Jay Parke from Walker & Armstrong will be down for our November 21st board meeting.

Call to the Public. (public was not close enough to the mics to pick up clearly)

Peggie Wagoner – Wanted to express her appreciation for everything John has done for the community.

Suzanne Jenkins – Suzanne had a question about an updated version of the new capital infrastructure plan – updated from the original August-October documents that John and administrator had created for the district. Mr. Flynn advised that... we have made changes and improvements as we go. In Sept-Nov we've been executing those plans. When we transition to a new board I can change the information to reflect the current status.

Review and approval of monthly financial reports presented by Vicki Rutter - John had no questions as to the monthly finances. Ms Rutter advised that per the Auditor's recommendations, they would like us to modify our financial presentations to truly reflect the modified cash reporting and move the fixed assets and long-term debt from the balance sheets to the expense reporting of the profit and loss statement.

Review and consideration of an annual performance review of the SEFD Fire Chief - Mr. Flynn advised that he had sent a draft Review document to an HR Specialist for comment and that he would then present it to the new board as an example that was suitable for any fire chief in the state of Arizona.

Consideration of authorizing the transfer of SEFD capital funds to complete the acquisition of equipment for fire and EMS apparatus – John approved the transfer of \$23,000 to complete the acquisition of equipment for the new apparatus.

Note – the November meeting date is changed to November 21st, from the 28th due to the holiday. At that meeting, those of you who are elected to the board – the board takes seat the first day of the month that follows the general election, which is December 1st. I'd like to have an organizational meeting on the first, to elect a chair and a clerk. Then we'll have a meeting following that where we transition. Hopefully that date will work, if not we'll schedule something that works.

Along those lines – there was a problem with the ballots that went out, the Pima County ballots said vote for three only, it should have said vote for five only. Chief and staff have chased around with

**Minutes to the Regular Meeting of the Board of Directors of the Sonoita-Elgin Fire District
Monday, 24 October 2016
6 p.m.**

Pima County elections and they will be sending out a new ballot – only for the fire district – along with a letter explaining the situation. So at the polls SEFD voters will be given a paper ballot. All the original ballots that will be optically scanned will not include the fire district. Pima County is going to remedy that. Chief De Wolf – they have a polling place on Greaterville Road, it's still open.

Adjourned.

Minutes approved by _____ on 21 November 2016.


John Flynn

Monthly Call Load Oct

53	Runs
35	Day
18	Night
10	Simultaneous Runs
01	Motor Vehicle Crash
34	Medical
01	Wildland
12	Public Assist
02	Structure Fire
00	Vehicle Fire
03	Helicopter
09	District Transports
08	Out of District
09	Patient Refusal
03	Burn Permit

2016 YTM – 284 + 99 = 383
2015 Total Runs – 364 + 137 = 501
2014 Total Runs – 333 + 127 = 460
2013 Total Runs – 373 + 78 = 457
2012 Total Runs – 387 + 86 = 473
2011 Total Runs – 425 + 112 = 537
Simultaneous Runs
2016 – 071
2015 - 066
2014 - 079
2013 - 116
2012 – 118
Year to Month Ambulance / Helicopter Transports
Helicopter – 023
District Ambulance – 096
Out of District Ambulance - 057

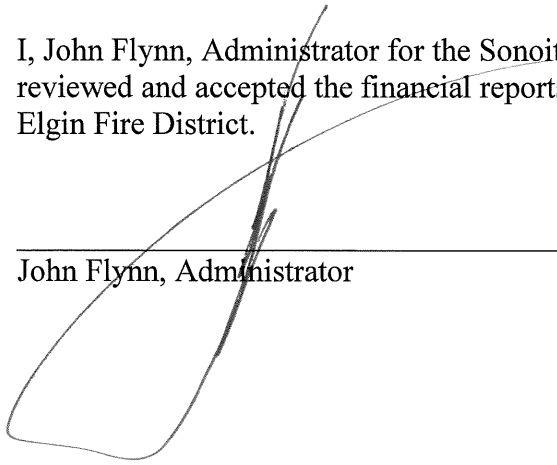
- A- 22 zone 1 – 21 MVC 01,M 11,WF 00, SF 01,VF 00,PA 06, and BP 02
- B – 18 zone 2 – 06 MVC 00, M 02, WF 00, SF 00, VF 00, PA 04, and BP 00
- C – 13 zone 3 - 05 MVC 00, M 03, WF 00, SF 01, VF 00, PA 00, and BP 01
- Zone 4- 04 MVC 00, M 01, WF 01, SF 00, VF 00, PA 02, and BP 00
- Zone 5 - 17 MVC 00, M 17, WF 00, SF 00, VF 00, PA 00, and BP 00



Administrative Review of October 2016 Financial Documents
Sonoita-Elgin Fire District Board of Directors Meeting
3173 Hwy 83, Sonoita, AZ
21 Nov 2016
6 p.m.

Approval of Financial Documents as presented to the Administrator of the Sonoita-Elgin Fire District for the month of October, 2016.

I, John Flynn, Administrator for the Sonoita-Elgin Fire District, hereby acknowledge that I have reviewed and accepted the financial reports as presented by the Management of the Sonoita-Elgin Fire District.



John Flynn, Administrator

SEFD
Balance Sheet
As of October 31, 2016

			Oct 31, 16
ASSETS			
Current Assets			
Checking/Savings			
		Chase - Checking	-2,566.69
		Chase - Savings	13,698.58
		National Bank Money Market	363,346.61
		Hughes Premium Yield	156,051.86
		Hughes High Yield	2,249.16
		1002 · Hughes Checking	11,506.32
		Hughes Main Share	57.25
		SCC Treasurer	170,449.79
		Pima Co. Treasurer	33,154.36
		Petty Cash	700.00
		Total Checking/Savings	748,647.24
		Total Current Assets	748,647.24
Fixed Assets			
		Engine 822	378,483.47
		Total Fixed Assets	378,483.47
TOTAL ASSETS			1,127,130.71
LIABILITIES & EQUITY			
Liabilities			
Long Term Liabilities			
		National Bank - Apparatus Loan	683,067.00
		Total Long Term Liabilities	683,067.00
		Total Liabilities	683,067.00
Equity			
		30000 · Fund Balance - Unrestricted	471,951.20
		Board Designated - PPE	48,250.00
		Board Designated-Def.Bldg.Maint	88,690.46
		Restricted - Life Pac Donation	5,000.00
		32000 · PY Balance	-140,244.51
		Net Income	-29,583.44
		Total Equity	444,063.71
TOTAL LIABILITIES & EQUITY			1,127,130.71

SEFD Profit & Loss Budget Performance October 2016

		Oct 16	Jul - Oct 16	YTD Budget	% of Budget
Income					
	Taxes				
	Santa Cruz County	170,449.20	227,919.69	779,154.00	29.25%
	Pima County	27,436.03	43,913.62	125,644.00	34.95%
	Total Taxes	197,885.23	271,833.31	904,798.00	30.04%
	Special Assessments				
	FDAT - Santa Cruz	0.00	0.00	41,123.00	0.0%
	FDAT - Pima County	5,715.81	7,964.52	22,577.00	35.28%
	Total Special Assessments	5,715.81	7,964.52	63,700.00	12.5%
	Charges for Services				
	Fire Suppression				
	apparatus	0.00	7,634.92		
	Labor	0.00	1,092.21		
	Fire Suppression - Other	0.00	0.00	30,000.00	0.0%
	Total Fire Suppression	0.00	8,727.13	30,000.00	29.09%
	EMS Support	832.00	2,208.00	2,200.00	100.36%
	Ambulance	28,670.50	87,365.76	225,000.00	38.83%
	Total Charges for Services	29,502.50	98,300.89	257,200.00	38.22%
	Fuels Grant 2016	25,790.23	49,797.21		
	Contributions				
	Donation				
	Restricted by Donor	0.00	-1,259.00		
	Donation - Other	200.00	1,097.04	5,200.00	21.1%
	Total Donation	200.00	-161.96	5,200.00	-3.12%
	Fundraising Events	209.00	209.00	3,600.00	5.81%
	Total Contributions	409.00	47.04	8,800.00	0.54%
	Interest Income				
	Money Market/CD's	327.40	570.55	700.00	81.51%
	Santa Cruz	0.59	1.23		
	Pima County	2.52	9.23		
	Interest Income - Other	0.00	66.20		
	Total Interest Income	330.51	647.21	700.00	92.46%
	Rental Income	0.00	190.00	400.00	47.5%
	Misc. Income	0.00	3.00		
	Prior Year Carryforward	0.00	0.00	34,159.00	0.0%
Total Income		259,633.28	428,783.18	1,269,757.00	33.77%
		259,633.28	428,783.18	1,269,757.00	33.77%
Expense					
	Payroll Expenses				
	5101 · Salaries				
	5102 Community Paramedics	7,336.40	25,856.39		
	5102 Community Paramedic	0.00	0.00		
	Other Services	1,000.00	4,000.00	12,000.00	33.33%
	5101 · Salaries - Other	37,506.82	168,875.54	538,217.00	31.38%
	Total 5101 · Salaries	45,843.22	198,731.93	550,217.00	36.12%
	5105 · Vacation/Holiday W-2	1,904.44	10,295.42	45,951.00	22.41%
	5107 · Coverage 1099	0.00	0.00	3,500.00	0.0%
	5109 · Stipend Transport 1099	6,720.00	26,310.00	58,400.00	45.05%

SEFD
Profit & Loss Budget Performance
October 2016

		Oct 16	Jul - Oct 16	YTD Budget	% of Budget
	5110 · Weekend Stipend	1,120.00	3,680.00	20,000.00	18.4%
	Total Payroll Expenses	55,587.66	239,017.35	678,068.00	35.25%
	Employee Benefits				
	5121 · Payroll Taxes	2,260.49	10,251.28	22,000.00	46.6%
	5122 · CopperPoint	0.00	2,718.89	35,000.00	7.77%
	5123 · PSPRS	3,803.84	18,101.05	70,000.00	25.86%
	5124 · ASRS	456.83	1,918.43	5,500.00	34.88%
	5125 · Employee Health Insurance	4,414.14	17,920.35	43,200.00	41.48%
	5127 · AFLAC	-82.94	-41.47		
	Physicals/Exams	0.00	1,120.00	8,800.00	12.73%
	Clothing Allowance	837.25	1,765.51	8,400.00	21.02%
	Total Employee Benefits	11,689.61	53,754.04	192,900.00	27.87%
	Training & Prevention				
	Training	15.02	9,131.92	20,000.00	45.66%
	Chief Education	226.81	907.24	3,400.00	26.68%
	EMS Consumables	521.27	4,750.86	15,000.00	31.67%
	Maintenance Plans	0.00	3,650.88	4,500.00	81.13%
	Oral Hydration Fluids	0.00	0.00	1,200.00	0.0%
	Fire Prevention Education	0.00	0.00	1,500.00	0.0%
	Total Training & Prevention	763.10	18,440.90	45,600.00	40.44%
	Administration				
	Office Expense & Postage	1,944.03	5,320.86	10,000.00	53.21%
	5115 · Recruitment & Retention	1,407.57	3,911.95	11,000.00	35.56%
	Payroll Preparation	298.99	1,188.37	4,500.00	26.41%
	Aero Med Billing	1,947.66	5,575.25	18,000.00	30.97%
	Equipment Rental	127.21	578.34	2,300.00	25.15%
	Internet Provider	117.47	544.34	2,000.00	27.22%
	Bank Charges	86.24	243.72	800.00	30.47%
	Background checks	0.00	300.00	1,200.00	25.0%
	Total Administration	5,929.17	17,662.83	49,800.00	35.47%
	Professional Services				
	Administrator	0.00	0.00	9,000.00	0.0%
	Legal Fees	48.75	521.75	2,500.00	20.87%
	Accounting	0.00	0.00	8,000.00	0.0%
	Special Election	0.00	0.00	10,000.00	0.0%
	Total Professional Services	48.75	521.75	29,500.00	1.77%
	Utilities & Communications				
	Telephone	668.87	2,798.77	9,000.00	31.1%
	Batteries & Repair	6.80	553.92	3,000.00	18.46%
	Computer/IT Support	0.00	1,144.01	2,000.00	57.2%
	Dispatch Service	0.00	3,414.00	5,500.00	62.07%
	Utilities	1,265.21	5,348.49	17,000.00	31.46%
	Total Utilities & Communications	1,940.88	13,259.19	36,500.00	36.33%
	Insurance				
	Liability	0.00	7,085.00	30,000.00	23.62%
	Total Insurance	0.00	7,085.00	30,000.00	23.62%
	WFHF-317				
	5155 Labor	10,927.97	53,741.99		

SEFD Profit & Loss Budget Performance October 2016

		Oct 16	Jul - Oct 16	YTD Budget	% of Budget
	Equipment	54.00	4,885.22		
	5155 - Labor	0.00	0.00		
	Total WFHF-317	10,981.97	58,627.21		
	Repairs & Maintenance				
	Fuel	5,847.51	7,282.97	27,000.00	26.97%
	Buildings & Grounds & Pests	488.76	4,111.54	9,000.00	45.68%
	Vehicle Maintenance	16,113.56	32,170.23	40,000.00	80.43%
	Equipment Replacement	0.00	1,138.22	6,000.00	18.97%
	Station/Fire Supplies	66.78	962.95	6,000.00	16.05%
	Suppression Foam	1,086.00	2,172.00	2,600.00	83.54%
	Total Repairs & Maintenance	23,602.61	47,837.91	90,600.00	52.8%
	Interest Expense	0.00	0.00	500.00	0.0%
	Capital Outlay				
	Apparatus Restricted	0.00	0.00	50,000.00	0.0%
	Capital Reserve	0.00	0.00	54,289.00	0.0%
	PPE Restricted	0.00	0.00	3,500.00	0.0%
	Computers	0.00	0.00	4,000.00	0.0%
	Total Capital Outlay	0.00	0.00	111,789.00	0.0%
	Vehicle - Medic 833	1,035.22	1,035.22		
	Other Expenditures				
	Communication to Residents	235.18	235.18	500.00	47.04%
	Fundraising Expenses	68.67	68.67		
	Membership Dues & Subscriptions	220.00	821.37	4,000.00	20.53%
	Total Other Expenditures	523.85	1,125.22	4,500.00	25.01%
	Miscellaneous - allocate	0.00	0.00		
	Total Expense	112,102.82	458,366.62	1,269,757.00	36.1%
		147,530.46	-29,583.44	0.00	100.0%



SONOITA-ELGIN FIRE DISTRICT

Proud Past, Strong Future

SONOITA-ELGIN FIRE DISTRICT

RECONCILIATION & REVIEW

October 2016

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

Reconciled by Vicki Butler.

Date of reconciliation 11-10-16.

11:55 AM

11/10/16

SEFD
Reconciliation Detail
National Bank Money Market, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						152,454.30
Cleared Transactions						
Checks and Payments - 1 item						
Check	10/31/2016		National Bank of Arizona	X	-11.00	-11.00
Total Checks and Payments					-11.00	-11.00
Deposits and Credits - 6 items						
Deposit	10/12/2016			X	1,447.88	1,447.88
Deposit	10/12/2016			X	9,723.40	11,171.28
Deposit	10/26/2016			X	8,933.43	20,104.71
Deposit	10/26/2016			X	25,790.23	45,894.94
Transfer	10/26/2016			X	165,000.00	210,894.94
Deposit	10/31/2016			X	8.37	210,903.31
Total Deposits and Credits					210,903.31	210,903.31
Total Cleared Transactions					210,892.31	210,892.31
Cleared Balance					210,892.31	363,346.61
Register Balance as of 10/31/2016					210,892.31	363,346.61
New Transactions						
Deposits and Credits - 2 items						
Deposit	11/1/2016				1,459.20	1,459.20
Deposit	11/1/2016				1,870.00	3,329.20
Total Deposits and Credits					3,329.20	3,329.20
Total New Transactions					3,329.20	3,329.20
Ending Balance					<u>214,221.51</u>	<u>366,675.81</u>

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11-10-16

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11/10/16

SEFD
Reconciliation Detail
Chase - Savings, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						13,875.82
Cleared Transactions						
Checks and Payments - 2 items						
Transfer	10/3/2016			X	-11,000.00	-11,000.00
Check	10/25/2016		Chase Card Services	X	-4,177.78	-15,177.78
Total Checks and Payments					-15,177.78	-15,177.78
Deposits and Credits - 2 items						
Transfer	10/21/2016			X	15,000.00	15,000.00
Deposit	10/31/2016			X	0.54	15,000.54
Total Deposits and Credits					15,000.54	15,000.54
Total Cleared Transactions					-177.24	-177.24
Cleared Balance					-177.24	13,698.58
Register Balance as of 10/31/2016					-177.24	13,698.58
New Transactions						
Deposits and Credits - 1 item						
Transfer	11/7/2016				117,000.00	117,000.00
Total Deposits and Credits					117,000.00	117,000.00
Total New Transactions					117,000.00	117,000.00
Ending Balance					116,822.76	130,698.58

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11-10-16

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11/10/16

SEFD Reconciliation Detail Chase - Checking, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
						1,837.23
Beginning Balance						
Cleared Transactions						
Checks and Payments - 37 items						
Check	9/30/2016	1243	PSPRS	X	-4,101.54	-4,101.54
Check	9/30/2016	1242	Vera Earl Ranch, Inc.	X	-3,414.00	-7,515.54
Check	9/30/2016	1250	L.N. Curtis & Sons	X	-1,086.00	-8,601.54
Check	9/30/2016	1252	Vicki J. Rutter, CPA	X	-1,000.00	-9,601.54
Check	9/30/2016	1244	Arizona State Retirement System	X	-490.34	-10,091.88
Check	9/30/2016	1246	Stryker	X	-429.02	-10,520.90
Check	9/30/2016	1254	John Bechman	X	-389.89	-10,910.79
Check	9/30/2016	1253	Southern Arizona Rain Gutters, Inc.	X	-340.08	-11,250.87
Check	9/30/2016	1251	SecureCare Dental	X	-296.72	-11,547.59
Check	9/30/2016	1249	Valley Imaging Solutions	X	-268.00	-11,815.59
Check	9/30/2016	1245	United Fire	X	-112.00	-11,927.59
Check	9/30/2016	1248	Dennis Connors	X	-17.29	-11,944.88
Check	10/14/2016	1258	Brake Max Corporate LLC	X	-12,349.08	-24,293.96
Check	10/14/2016	1259	L.N. Curtis & Sons	X	-6,059.88	-30,353.84
Check	10/14/2016	1257	Senergy Petroleum	X	-4,597.70	-34,951.54
Check	10/14/2016	1256	PSPRS	X	-3,782.29	-38,733.83
Check	10/14/2016	1267	AERO Med Claims	X	-1,947.66	-40,681.49
Check	10/14/2016	1270	WL Construction Supply Inc	X	-1,339.98	-42,021.47
Check	10/14/2016	1262	Sulpher Springs Valley Electric Co-op	X	-1,053.68	-43,075.15
Check	10/14/2016	1278	Voyager Fleet Systems Inc.	X	-745.93	-43,821.08
Check	10/14/2016	1266	Brush Enterprises, Inc.	X	-627.01	-44,448.09
Check	10/14/2016	1273	Heiman Fire Equipment	X	-548.80	-44,996.89
Check	10/14/2016	1269	Merles Automotive Supply	X	-478.71	-45,475.60
Check	10/14/2016	1255	Arizona State Retirement System	X	-442.32	-45,917.92
Check	10/14/2016	1274	Boundtree Medical	X	-398.85	-46,316.77
Check	10/14/2016	1263	U.S. Department of Education	X	-226.81	-46,543.58
Check	10/14/2016	1261	Direct TV	X	-135.98	-46,679.56
Check	10/14/2016	1265	Jeri's Uniforms	X	-128.43	-46,807.99
Check	10/14/2016	1271	Quill Corporation	X	-123.96	-46,931.95
Check	10/14/2016	1276	Arizona Ambulance Association	X	-120.00	-47,051.95
Check	10/14/2016	1277	Nogales International	X	-81.60	-47,133.55
Check	10/14/2016	1268	Trans World Network Corp.	X	-80.33	-47,213.88
Check	10/14/2016	1272	SCC Board of Supervisors	X	-56.00	-47,269.88
Check	10/14/2016	1275	Ace Hardware	X	-54.00	-47,323.88
Check	10/14/2016	1264	Sidney Lex Felker PC	X	-48.75	-47,372.63
Transfer	10/21/2016			X	-15,000.00	-62,372.63
Check	10/31/2016			X	-75.24	-62,447.87
Total Checks and Payments					-62,447.87	-62,447.87
Deposits and Credits - 3 items						
Transfer	10/3/2016			X	11,000.00	11,000.00
Transfer	10/6/2016			X	52,482.12	63,482.12
Transfer	10/19/2016			X	14,040.64	77,522.76
Total Deposits and Credits					77,522.76	77,522.76
Total Cleared Transactions					15,074.89	15,074.89
Cleared Balance					15,074.89	16,912.12
Uncleared Transactions						
Checks and Payments - 26 items						
Check	4/15/2016	1049	Peggie Wagoner		-36.00	-36.00
Check	4/29/2016	1066	George Wagoner		-260.00	-296.00
Check	5/31/2016	1102	Sonoita Elgin Fire Fighter's Association		-25.00	-321.00
Check	9/30/2016	1247	Matthew Ogle		-42.92	-363.92
Check	10/14/2016	1260	Sonoita Auto Service Center		-28.00	-391.92
Check	10/31/2016	1286	Health Net of Arizona		-5,341.42	-5,733.34
Check	10/31/2016	1295	PSPRS		-3,720.83	-9,454.17
Check	10/31/2016	1293	Brake Max Corporate LLC		-2,378.65	-11,832.82
Check	10/31/2016	1280	L.N. Curtis & Sons		-1,086.00	-12,918.82
Check	10/31/2016	1299	HME, Inc.		-1,079.79	-13,998.61
Check	10/31/2016	1292	Vicki J. Rutter, CPA		-1,000.00	-14,998.61
Check	10/31/2016	1279	Arrow International, Inc		-715.26	-15,713.87
Check	10/31/2016	1297	Voyager Fleet Systems Inc.		-503.88	-16,217.75
Check	10/31/2016	1298	Quill Corporation		-472.69	-16,690.44

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SEFD
Reconciliation Detail
Chase - Checking, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Check	10/31/2016	1296	Arizona State Retirement System		-471.34	-17,161.78
Check	10/31/2016	1284	Aflac		-378.70	-17,540.48
Check	10/31/2016	1288	SecureCare Dental		-337.36	-17,877.84
Check	10/31/2016	1287	Verizon Wireless		-321.88	-18,199.72
Check	10/31/2016	1285	CenturyLink		-319.64	-18,519.36
Check	10/31/2016	1283	Vetter Innovations LLC		-290.25	-18,809.61
Check	10/31/2016	1289	Valley Imaging Solutions		-226.75	-19,036.36
Check	10/31/2016	1290	Sonoita Valley Water Co., Inc.		-211.53	-19,247.89
Check	10/31/2016	1294	GreatAmerica Financial Svcs.		-127.21	-19,375.10
Check	10/31/2016	1291	Truly Nolen of America, Inc.		-42.00	-19,417.10
Check	10/31/2016	1282	Priscilla Perez		-32.00	-19,449.10
Check	10/31/2016	1281	Katherine Prentice		-29.71	-19,478.81
Total Checks and Payments					-19,478.81	-19,478.81
Total Uncleared Transactions					-19,478.81	-19,478.81
Register Balance as of 10/31/2016					-4,403.92	-2,566.69
New Transactions						
Checks and Payments - 2 items						
Check	11/1/2016	1300	Monument Steel Builders LLC		-44,459.00	-44,459.00
Transfer	11/7/2016				-117,000.00	-161,459.00
Total Checks and Payments					-161,459.00	-161,459.00
Deposits and Credits - 1 item						
Transfer	11/3/2016				170,449.79	170,449.79
Total Deposits and Credits					170,449.79	170,449.79
Total New Transactions					8,990.79	8,990.79
Ending Balance					4,586.87	6,424.10

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SEFD
Reconciliation Detail
Hughes Main Share, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						57.23
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	10/1/2016			X	0.02	0.02
Total Deposits and Credits					0.02	0.02
Total Cleared Transactions					0.02	0.02
Cleared Balance					0.02	57.25
Register Balance as of 10/31/2016					0.02	57.25
Ending Balance					0.02	57.25

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SEFD
Reconciliation Detail
1002 · Hughes Checking, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
						23,610.42
Beginning Balance						
Cleared Transactions						
Checks and Payments - 50 items						
Check	9/15/2016	10518	Ogle Matthew	X	-84.15	-84.15
Check	9/29/2016	1549	GB Glass and Mirror LLC	X	-3,253.54	-3,337.69
Check	9/30/2016	1553	Health Net of Arizona	X	-5,045.86	-8,383.55
Check	9/30/2016	10539	Mark Allen Bennett	X	-2,147.76	-10,531.31
Check	9/30/2016	10527	Ogle Matthew	X	-1,423.12	-11,954.43
Check	9/30/2016	10534	Newham Chase	X	-1,120.00	-13,074.43
Check	9/30/2016	10540	Burns Alexander	X	-995.22	-14,069.65
Check	9/30/2016	10541	Deforest Jade	X	-955.70	-15,025.35
Check	9/30/2016	10529	Baron John	X	-800.00	-15,825.35
Check	9/30/2016	10525	McFarland Justin	X	-730.85	-16,556.20
Check	9/30/2016	10538	Windsor Brian	X	-708.00	-17,264.20
Check	9/30/2016	10533	McGonigle Michael	X	-640.00	-17,904.20
Check	9/30/2016	10536	Silverwind Kenneth	X	-640.00	-18,544.20
Check	9/30/2016	10532	Jensen Michael	X	-562.01	-19,106.21
Check	9/30/2016	10523	Sink Laura	X	-515.63	-19,621.84
Check	9/30/2016	10537	Williams Dale	X	-480.00	-20,101.84
Check	9/30/2016	10528	Putnam Cody	X	-453.58	-20,555.42
Check	9/30/2016	10526	Messmer Ethan	X	-414.21	-20,969.63
Check	9/30/2016	1559	Aflac	X	-378.70	-21,348.33
Check	9/30/2016	1552	Verizon Wireless	X	-322.01	-21,670.34
Check	9/30/2016	1555	CenturyLink	X	-320.17	-21,990.51
Check	9/30/2016	10524	Finch Justin	X	-249.17	-22,239.68
Check	9/30/2016	10535	Sapienza Aaron	X	-160.00	-22,399.68
Check	9/30/2016	1557	CopperPoint	X	-160.00	-22,559.68
Check	9/30/2016	1556	GreatAmerica Financial Svcs.	X	-127.21	-22,686.89
Check	9/30/2016	10531	Hirales Rafael	X	-80.00	-22,766.89
Check	9/30/2016	1558	Quill Corporation	X	-78.29	-22,845.18
Check	9/30/2016	10530	Burkett Rachelle	X	-72.44	-22,917.62
Check	9/30/2016	1551	Brian Jackson	X	-70.44	-22,988.06
Check	10/3/2016	1560	Pima County Fire Chief's Assn.	X	-100.00	-23,088.06
Check	10/5/2016	1561	Sonoita-Elgin Fire District	X	-572.84	-23,660.90
General Journal	10/14/2016			X	-14,320.35	-37,981.25
General Journal	10/14/2016			X	-4,926.95	-42,908.20
Check	10/14/2016	10549	Mark Allen Bennett	X	-2,147.76	-45,055.96
Check	10/14/2016	1562	Berg's Heating & Air Conditioning Co.	X	-1,821.00	-46,876.96
Check	10/14/2016	10548	Atencio Zane	X	-1,281.51	-48,158.47
Check	10/14/2016	10551	Carranza Aaron	X	-1,058.38	-49,216.85
Check	10/14/2016	10550	Burns Alexander	X	-995.22	-50,212.07
Check	10/14/2016	10544	McFarland Justin	X	-551.04	-50,763.11
Check	10/14/2016	10542	Sink Laura	X	-462.04	-51,225.15
Check	10/14/2016	10552	Deforest Jade	X	-348.26	-51,573.41
Check	10/14/2016	10547	Putnam Cody	X	-301.46	-51,874.87
Check	10/14/2016	10543	Finch Justin	X	-249.16	-52,124.03
Check	10/14/2016	10545	Messmer Ethan	X	-249.05	-52,373.08
Check	10/14/2016	10546	Ogle Matthew	X	-235.15	-52,608.23
General Journal	10/14/2016			X	-136.74	-52,744.97
General Journal	10/31/2016			X	-16,395.85	-69,140.82
General Journal	10/31/2016			X	-5,658.68	-74,799.50
General Journal	10/31/2016			X	-162.25	-74,961.75
General Journal	10/31/2016			X	-160.00	-75,121.75
Total Checks and Payments						-75,121.75

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SEFD Reconciliation Detail 1002 · Hughes Checking, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 16 items						
Deposit	10/1/2016			X	1.84	1.84
Deposit	10/1/2016			X	191.24	193.08
Deposit	10/5/2016			X	940.78	1,133.86
Transfer	10/5/2016			X	2,500.00	3,633.86
Deposit	10/6/2016			X	691.77	4,325.63
Deposit	10/12/2016			X	1,303.82	5,629.45
Deposit	10/12/2016			X	1,314.74	6,944.19
Deposit	10/12/2016			X	1,450.04	8,394.23
Transfer	10/12/2016			X	35,000.00	43,394.23
Deposit	10/13/2016			X	1,454.76	44,848.99
Deposit	10/18/2016			X	966.54	45,815.53
Deposit	10/18/2016			X	1,220.80	47,036.33
Deposit	10/24/2016			X	168.68	47,205.01
Deposit	10/25/2016			X	310.50	47,515.51
Transfer	10/28/2016			X	28,000.00	75,515.51
Deposit	10/31/2016			X	140.00	75,655.51
Total Deposits and Credits						
					75,655.51	75,655.51
Total Cleared Transactions						
					533.76	533.76
Cleared Balance						
					533.76	24,144.18
Uncleared Transactions						
Checks and Payments - 27 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	8/31/2016	10509	Trumpinski Benjamin		-640.00	-1,131.05
Check	9/30/2016	1550	Cody Ayon		-35.16	-1,166.21
Check	9/30/2016	1554	Darlene Beerman		-27.96	-1,194.17
Check	10/28/2016	1563	Chuckwagon Grill		-68.67	-1,262.84
Check	10/31/2016	10569	Mark Allen Bennett		-2,147.76	-3,410.60
Check	10/31/2016	10568	Atencio Zane		-1,143.44	-4,554.04
Check	10/31/2016	10570	Burns Alexander		-995.22	-5,549.26
Check	10/31/2016	10562	Newham Chase		-960.00	-6,509.26
Check	10/31/2016	10571	Deforest Jade		-916.70	-7,425.96
Check	10/31/2016	10558	Putnam Cody		-784.92	-8,210.88
Check	10/31/2016	10561	Madden Jamie		-720.00	-8,930.88
Check	10/31/2016	10555	McFarland Justin		-590.34	-9,521.22
Check	10/31/2016	10556	Messmer Ethan		-569.29	-10,090.51
Check	10/31/2016	10557	Ogle Matthew		-496.96	-10,587.47
Check	10/31/2016	10567	Windsor Brian		-480.00	-11,067.47
Check	10/31/2016	10565	Wiersma Eleanor		-480.00	-11,547.47
Check	10/31/2016	10553	Sink Laura		-462.05	-12,009.52
Check	10/31/2016	10563	Sapienza Aaron		-441.00	-12,450.52
Check	10/31/2016	10554	Finch Justin		-407.07	-12,857.59
Check	10/31/2016	10566	Williams Dale		-320.00	-13,177.59
Check	10/31/2016	10564	Silverwind Kenneth		-238.00	-13,415.59
Check	10/31/2016	10559	Jensen Michael		-160.00	-13,575.59
Check	10/31/2016	10560	LaGosh Nicole		-80.00	-13,655.59
Total Checks and Payments						
					-13,655.59	-13,655.59
Deposits and Credits - 2 items						
Deposit	9/29/2016				1,017.73	1,017.73
Check	10/25/2016					1,017.73
Total Deposits and Credits						
					1,017.73	1,017.73
Total Uncleared Transactions						
					-12,637.86	-12,637.86
Register Balance as of 10/31/2016						
					-12,104.10	11,506.32

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SEFD
Reconciliation Detail
1002 - Hughes Checking, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 17 items						
Check	11/2/2016	1564	Alternative Septics of Arizona		-425.00	-425.00
Check	11/7/2016	1565	Costco		-287.04	-712.04
Check	11/10/2016	1566	Petty Cash		-542.28	-1,254.32
General Journal	11/15/2016	Loan			-14,963.57	-16,217.89
General Journal	11/15/2016	Loan			-5,199.01	-21,416.90
Check	11/15/2016	10580	Mark Allen Bennett		-2,147.76	-23,564.66
Check	11/15/2016	10579	Atencio Zane		-1,225.42	-24,790.08
Check	11/15/2016	10581	Burns Alexander		-995.22	-25,785.30
Check	11/15/2016	10575	McFarland Justin		-755.92	-26,541.22
Check	11/15/2016	10582	Deforest Jade		-662.71	-27,203.93
Check	11/15/2016	10576	Messmer Ethan		-532.37	-27,736.30
Check	11/15/2016	10572	Sink Laura		-515.64	-28,251.94
Check	11/15/2016	10577	Putnam Cody		-486.79	-28,738.73
Check	11/15/2016	10574	Finch Justin		-166.95	-28,905.68
Check	11/15/2016	10573	Crain Trevor		-159.98	-29,065.66
Check	11/15/2016	10578	Ruppel Jessica		-136.81	-29,202.47
General Journal	11/15/2016	Loan			-136.12	-29,338.59
Total Checks and Payments					-29,338.59	-29,338.59
Deposits and Credits - 1 item						
Transfer	11/9/2016				22,000.00	22,000.00
Total Deposits and Credits					22,000.00	22,000.00
Total New Transactions					-7,338.59	-7,338.59
Ending Balance					-19,442.69	4,167.73

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SEFD
Reconciliation Detail
Hughes High Yield, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						2,247.46
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	10/1/2016			X	1.70	1.70
Total Deposits and Credits					1.70	1.70
Total Cleared Transactions					1.70	1.70
Cleared Balance					1.70	2,249.16
Register Balance as of 10/31/2016					1.70	2,249.16
Ending Balance					1.70	2,249.16

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SEFD
Reconciliation Detail
Hughes Premium Yield, Period Ending 10/31/2016

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						221,236.93
Cleared Transactions						
Checks and Payments - 3 items						
Transfer	10/5/2016			X	-2,500.00	-2,500.00
Transfer	10/12/2016			X	-35,000.00	-37,500.00
Transfer	10/28/2016			X	-28,000.00	-65,500.00
Total Checks and Payments					-65,500.00	-65,500.00
Deposits and Credits - 1 item						
Deposit	10/1/2016			X	314.93	314.93
Total Deposits and Credits					314.93	314.93
Total Cleared Transactions					-65,185.07	-65,185.07
Cleared Balance					-65,185.07	156,051.86
Register Balance as of 10/31/2016					-65,185.07	156,051.86
New Transactions						
Checks and Payments - 1 item						
Transfer	11/9/2016				-22,000.00	-22,000.00
Total Checks and Payments					-22,000.00	-22,000.00
Total New Transactions					-22,000.00	-22,000.00
Ending Balance					-87,185.07	134,051.86

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11-10-16

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	October-16		\$ 52,482.12
State Pool Investment		0.33 0.26	0.59
Levied Revenue Earned			
	86719	3,702.21	170,449.20
	86744	13,757.09	
	86765	6,815.98	
	86781	7,652.71	
	86805	8,819.10	
	86820	24,449.24	
	86832	2,148.18	
	86839	8,079.91	
	86856	7,626.53	
	86872	7,799.75	
	86896	9,319.21	
	86910	6,118.07	
	86921	1,251.54	
	86935	10,900.20	
	86943	3,874.57	
	86954	11,219.11	
	86971	6,138.66	
	86987	6,703.28	
	87007	10,724.77	
	87029	13,349.09	
Check#	42934	(52,482.12)	(52,482.12)
Journal Entries	JE-000		
Ending Balance	October-16		<u>\$ 170,449.79</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: OCT-2016
As of November 10, 2016

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

\$ 33,154.36

Real Estate Taxes	Amount
Tax Year 2016	26,805.97
Tax Year 2015	220.65
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Subtotal Real Estate Taxes	<u>27,026.62</u>
Personal Property Taxes Collected	Amount
Tax Year 2016	409.41
Tax Year 2015	-
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Subtotal Personal Property Taxes Collected	<u>409.41</u>
In-Lieu Taxes Collected	Amount
Tax Year 2014	-
Tax Year 2013	-
Tax Year 2012	-
Tax Year 2011	-
Subtotal In-Lieu Taxes Collected	<u>-</u>
Fire District Assistance	Amount
Tax Year 2016	5,682.95
Tax Year 2015	32.58
Tax Year 2014	0.09
Tax Year 2013	0.03

Tax Year 2012	0.06	
Tax Year 2011	0.10	
Subtotal Fire District Assistance		<u>5,715.81</u>
Investment Income	Amount	
<u>Interest Allocation</u>	<u>2.52</u>	
Subtotal Investment Income		<u>2.52</u>
Grand Total		<u><u>33,154.36</u></u>

SEFD		Cash Flow Forecast												Forecast		
July 1, 2016 through June 30, 2017														2017/2018		
Revenues		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast
2016-2017		July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	Total	Total	
Fire District Tax																
Santa Cruz County	779,154	2,358	2,631	52,482	170,449	137,609	62,119	36,284	27,423	29,824	78,786	101,462	77,727	779,154	779,154	
Pima County	125,644	3,141	1,158	12,178	27,436	21,105	7,878	1,521	3,038	8,554	15,301	13,012	10,693	125,015	125,644	
Fire District Assistance Tax																
Santa Cruz County	41,123							20,562							20,561	41,123
Pima County	22,577	215	172	1,861	5,716	4,706	1,030	335	819	1,146	4,131	2,358	88	22,577	22,577	
Fire Suppression	30,000	2,588	1,168	8,370			24,500						22,488	59,114		30,000
EMS Support	2,200			1,376	832									2,208		2,200
Ambulance Revenues	225,000	14,028	19,111	25,557	28,670	22,262	25,222	14,362	17,556	24,016	14,560	4,854	7,067	217,265	225,000	
Fundraising Events	3,600				140	363	836	480	590	440			456	3,305	3,600	
Donations	5,200	250		-612	200					500		350	4,090	4,778	5,200	
Restricted Grants	0													0		
Fuels Grant 2016		18,097	2,295	3,615	25,790									75,970	125,767	
Interest Income	700	222	18	76	331	13	28	177	22	22	226	23		1,158	700	
Rental Income	400	120	70	70		20	45	120		40	20	15		450	400	
Miscellaneous Income																
Prior Year Carryforward	34,159														34,159	34,159
Total Revenues	1,269,757	41,022	26,553	104,973	259,564	186,078	121,658	73,841	49,448	64,542	113,024	122,074	219,140	1,416,076	1,269,757	
Operating Expenses																
Salaries	550,217	47,523	55,185	51,354	45,843	43,797	42,952	46,236	46,504	44,395	50,628	51,012	48,840	574,269	550,217	
Wildland Labor																
Vacation/Holiday	45,951	5,474	1,613	1,304	1,905	3,008	4,665	2,707	3,269	697	729	1,498	15,935	42,804	45,951	
Coverage	3,500					150				300			2,713	3,163	3,500	
Stipend Transport	58,400	5,520	5,830	8,240	6,720	4,500	4,425	4,812	4,725	5,887	2,475	6,675	6,675	59,809	58,400	
Weekend Stipend	20,000	720	800	1,040	1,120	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	17,013	20,000	
Payroll Taxes	22,000	2,439	2,954	2,598	2,260	1,000	1,497	2,621	3,186	3,003	2,234	2,152	1,159	27,103	22,000	
Workman's Compensation	35,000		2,559	160					7,328		11,368	6,987	1,110	29,512	35,000	
PSPRS	70,000	4,392	194	9,711	3,804	602	9,878	10,163	5,069	4,409	5,499	6,303	9,723	69,747	70,000	
ASRS	5,500	491	-38	1,009	457	-16	987	545	465	971	332			5,203	5,500	
Health Insurance	43,200	4,469	4,959	4,119	4,331	-250	7,843	4,706	3,608	3,308	3,732	3,564		44,389	55,000	
Physicals	8,800	1,120						102		1,069	4,274	54	2,181	8,800	8,800	
Clothing Allowance	8,400		540	388	837	992	2,027	1,021	210	683	330	1,610		8,638	8,400	
Training	20,000	6,920	-140	2,337	15	900	6,587		3,980					20,599	20,000	
Chief Education	3,400	227	227	227	227	222	222	222	222	222	222	443	737	3,420	3,400	
EMS Consumables	15,000	880	1,207	2,143	521	994	896	765	120	155	1,450	1,021	3,876	14,028	15,000	
Maintenance Plans	4,500	3,651						775					74	4,500	4,500	
Oral Hydration Fluids	1,200								316				884	1,200	1,200	
Fire Prevention Education	1,500													1,291	1,500	
Office Expense & Postage	10,000	667	1,699	1,012	1,944	353	569	803	948	3,466	64	500		12,025	10,000	
Recruitment & Retention	11,000	-364	990	1,879	1,408	926	1,482	1,492	65	-2,369	-92	450	6,142	12,009	11,000	

