

## NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the **Central Arizona Fire and Medical Authority** Board of Directors and the general public that the Central Arizona Fire and Medical Authority will hold a meeting open to the public on **Tuesday, December 20, 2016 at 6:00 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Station 61, 1133 W. Road 3 North, Chino Valley, Arizona.** The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for discussion and consultation for legal advice with Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

### AGENDA

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

- A. Prescott Valley Town Council Report
- B. Exiting Board Member Appreciation - Steve Rutherford, Bob Page

4. SWEAR IN AND SEAT BOARD MEMBERS

5. NEW BUSINESS

- A. Discuss Appointment and Approve Fifth Board Member
- B. Swear In and Seat Fifth Board Member
- C. Appoint Fire Board Chairperson and Clerk

6. CALL TO THE PUBLIC

Those wishing to address the Central Arizona Fire and Medical Authority Board need not request permission in advance. However, we ask that you complete a Call To Public Form for the record. The Board is not permitted to discuss or take action on any item raised in the Call to the Public due to restrictions of the Open Meeting Law; however, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct the staff to review the matter or the matter may be placed on a future agenda. Individuals may be limited to speak for three (3) minutes with a total of 30 minutes allotted for Call to the Public per meeting.

7. CONSENT AGENDA

All matters listed under consent agenda are considered to be routine by the Central Arizona Fire and Medical Authority Board and will be enacted by one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately for discussion and possible action.

- A. Approve Regular Session Minutes - November 15, 2016
- B. Approve Executive Session Minutes - November 15, 2016
- C. Approve General Fund Financial Statements
- D. Approve Fire Protection Agreement - Hanby
- E. Approve Amendment to Fire Board Policy 3.5 Board Officer Duties

8. CORRESPONDENCE

- A. Letters from the Public
- B. Monthly Division Reports from the Fire Chief and staff in regard to current activities of the Fire Authority and the status and progress relating thereto

9. NEW BUSINESS CONTINUED

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Disabled persons needing reasonable accommodations should call Central Arizona Fire and Medical Authority at (928) 772-7711 prior to the scheduled meeting.



- A. Discussion and Approval of YRMC Client Services Agreement with Associated Fee Schedule
- B. Discus and Approve Purchase of Turn Outs
- C. Approve Policy Amendments 203 Drug Policy, 401 Work Schedule, 402 Compensation, 403 Leave Benefits
- D. Update and Discussion Regarding Interior Design of New Administration Building
- E. Discussion Regarding Public Records Requests

#### 10. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Discussion and Instruction to Representatives Regarding Negotiations for the Sale of Real Property Pursuant to A.R.S. §38-431.03(A)(7) Re: Real Property Located at 238 N. Highway 89, Chino Valley, Arizona (Parcel 306-23-058)

#### 11. NEW BUSINESS CONTINUED

- A. Discussion and Possible Acceptance of a Sales Contract for Station 64 Located at 238 N. Highway 89, Chino Valley, Arizona (Parcel 306-23-058)

#### 12. ADJOURNMENT

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 Disabled persons needing reasonable accommodations should call Central Arizona Fire and Medical Authority at (928) 772-7711 prior to the scheduled meeting.

Page 2 of 2



TO: Fire Board  
FROM: Chief Freitag  
DATE: December 12, 2016

SUBJECT: APPOINT FIRE BOARD CHAIRPERSON AND CLERK

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*The Fire Board needs to appoint a Chairperson and Clerk for a one-year term. The updated Fire Board Policy 3.5 Board Officer Duties is included under the consent agenda.*

***Suggested Motions:***

*Appoint \_\_\_\_\_ as Chairperson of the Board*

*Appoint \_\_\_\_\_ as Clerk of the Board*

*If you have any questions, please call Assistant Chief of Administration Tharp or myself at 772-7711.*

CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS  
REGULAR SESSION

November 15, 2016

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Chairman Rutherford called the Central Arizona Fire and Medical Authority (CAFMA) Board of Directors' meeting to order on Tuesday, November 15, 2016, at 4:51 p.m. at the Town of Prescott Valley, Library Auditorium, 7401 E. Civic Circle, Prescott Valley, Arizona.

Members Present: Board Chairman Steve Rutherford, Board Clerk Julie Pettit, Board Members Darlene Packard and Bob Page

Members Absent: Board Member Dave Dobbs

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave Tharp, Administrative Manager Susanne Dixon, Administrative Assistant III Laura Mowrer

Others in Attendance: Attorney Nick Cornelius

2. PLEDGE OF ALLEGIANCE

Chairman Rutherford led the recitation of the Pledge of Allegiance.

3. PRESENTATIONS

A. Prescott Valley Town Council Report

No report was given.

4. CALL TO THE PUBLIC

Chairman Rutherford opened the meeting for public comments.

There were no public comments.

5. CONSENT AGENDA

All matters listed under Consent Agenda are considered to be routine by the Central Arizona Fire and Medical Authority Board and will be enacted by one motion. There

will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately for discussion and possible action.

- A. Approve Regular Session Minutes - October 18, 2016
- B. Approve Executive Session Minutes - October 18, 2016
- C. Approve General Fund Financial Statements
- D. Approve Fire Protection Agreements: Irwin, Gray Wolf Regional Facility Waste Management of N. AZ

Board Clerk Pettit made a motion to accept the Consent Agenda items 5A through D. Board Member Page seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford  
NAYS: None

## 6. CORRESPONDENCE

### A. Letters from the Public

Chairman Rutherford mentioned the internal appreciation letter to the Fleet Maintenance members for getting their engine running again. Chief Freitag also explained that The Chino Valley Machine Shop came in on a Sunday to rebuild the driveshaft for the engine.

Board Member Packard mentioned a letter from the school for the Training Division. Chief Freitag described how the Agency is working with local schools to encourage students in anatomy and physiology, chemistry, and vehicle maintenance.

### B. Monthly Division Reports from the Fire Chief and staff in regard to current activities of the Fire Authority and the status and progress relating thereto

Chief Freitag mentioned that there was a meeting with the State Fire Marshal's Office. Arizona does not report call statistics to the federal government; therefore, missing some opportunities for funding. The Federal Government flew a member to Arizona to discuss the process of implementing online reporting. He also mentioned that there are a number of small agencies that can report their data for free.

Chief Freitag shared some financial challenges the Agency is facing due to on and off-duty personnel injuries. These injuries create issues with staffing and the overtime budget. Chairman Rutherford confirmed that we will probably max out the personnel budget line item. Chief Freitag stated that staff has already been reviewing the budget and making adjustments. He mentioned that due to the

costs associated with numerous personnel off, we will apply for the SAFER Grant next year. A member is going on active military duty for six months and we have a retirement in the near future. We will utilize funds from the active duty member and the upcoming retirement to hire a replacement.

Chief Tharp explained that the Hall Case has been decided relative to elected officials, and this also affects PSPRS. There will be additional legal matters that need to be resolved prior to a proposal of how overpaid funds will be paid back to employees. There has not been a determination yet as to whether PSPRS refunds money to the employer or if the employer is responsible for the funds. Chief Tharp stated that he will keep the Board apprised of the status and share the complete documents if the Board would like. This will have a profound impact on organizations across the State.

Chief Freitag stated that we do not know the long-term effect of this decision as we do not know all the implications of this decision. We are working on figuring what is due to employees; however, the long-term liabilities have not been determined yet.

Chairman Rutherford mentioned that this was not unexpected; the lawsuit has been going on for several years. The implications of this decision are unknown; PSPRS has to decide how it is going to be handled.

Board Clerk Pettit mentioned that the audit is complete, and she commended Chief Tharp and his staff for their hard work. Chief Tharp shared his appreciation of his staff for their compliance with standards, professionalism, and hard work.

Fire Marshal Chase shared the upcoming community events:

- The Flying High Turkey Drive (food drive) is Monday, November 21st from 12:00 p.m. to 6:00 p.m. at the Prescott Valley Fry's parking lot.
- Prescott Valley Light Parade is December 2nd, and Board Members are welcome to participate.
- Prescott Christmas Parade is December 3rd at 1:00 p.m. We will have two engines in the parade; one supporting the Prescott Wildland Urban Interface Commission and the other will be for the Firefighter Angel Program.
- Early Bird Lions will start selling Christmas trees in the Prescott Valley Event Center parking lot soon.

Board Clerk Pettit mentioned her appreciation of our community partnerships and mentioned the outreach event held at Mountain Valley Park in conjunction with Prescott Valley Police Department.

Board Member Packard shared that our partnerships have substantially increased over the past four years.

## 7. NEW BUSINESS

### A. Approve Resolution 2016-15 Accepting the Amendment to the 2012 International Fire Code as Adopted by the Central Yavapai Fire District and the Chino Valley Fire District

Chief Freitag mentioned that CAFMA had adopted previous amendments, and this is presented for consistency. We will be presenting another resolution so that future amendments will be automatically adopted after the other Boards approve.

Chairman Rutherford explained that this is changing the 96' diameter cul-de-sac requirement to 82' drivable diameter with No Parking signs posted.

Board Member Page made a motion to accept 2012 International Fire Code amendment and Resolution 2016-15. Board Member Packard seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford

NAYS: None

### B. Approve Amendments: Policy 800 Vehicle and Equipment Inspection, Policy for Public Records Request

Chief Freitag mentioned that the Public Records Request Form was not presented to the Policy Committee; however, it will be. The form was amended to reflect State Statute.

Attorney Cornelius mentioned that we have received numerous freedom of information requests and explained that we are only allowed to bill for time and materials for copying; no other fees are allowed for research time for non-commercial requests.

Chief Freitag explained that the most recent request may include 1,500 emails in addition to the time required to review and redact emails prior to release. This is a very expensive process, and we will only be able to recover the time spent at the copy machine and the cost of the copies.

Board Clerk Pettit made a motion to approve Policy 800 Vehicle and Equipment Inspection and Policy for Public Records Request. Board member Packard seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford  
NAYS: None

C. Discussion and Approval to Purchase a Truck Company and an Engine

Chief Bliss asked for the Board's approval to purchase two apparatus to replace the 2000 Ladder Truck and a 1994 Engine. This is part of the regular capital replacement program that is reviewed annually. The 1994 Engine is currently assigned to training. We initially projected the Ladder Truck to have a ten-year life cycle prior to being placed into reserve status. However, with routine maintenance and use we have been able to keep it longer. Additionally, we determined that we only need one ladder truck; therefore, it is not required to be kept in reserve and will be sold as surplus. We have been reviewing this replacement annually. The cycle for a new engine is about 18 months for delivery; these apparatus are in this year's budget. The bid for the ladder truck is \$930,527.00.

Chief Bliss explained that the Reserve Fund was eventually to be reduced to about \$4.5 mil, and we are projecting an increase to \$8 mil with revising the replacement schedule. The replacement schedule will be presented to the Board at a future meeting for approval. He explained that we have two water tenders that were purchased in 1980. He mentioned we have significantly decreased the purchases of Water Tenders and Type 6 Engines. We have been able to extend the life of the water tenders.

We budgeted \$562,247 for the engine and the bid is more than \$100,000 less at about \$447,915. There are other expenses for outfitting the engine, but we are still well under budget.

Chief Bliss explained that we originally anticipated a replacement Ladder Truck at \$1.5 mil. We have \$1.25 mil budgeted; the bid is under a million dollars at about \$930,527. He mentioned these are very good prices and includes discounts of about \$25,000 for a multi-unit purchase and prepaid chassis.

Fleet Services Manager Scaife explained that the Ladder Truck is about 17 years old and is still in front-line service. He gave a detailed explanation of how Diversified Ladders performs annual Ladder Truck inspections and notifies him of items that need to be repaired. The repairs are made and Diversified Ladders then certifies the Ladder Truck. The needed repairs are increasing which increases safety concerns. This ladder truck would not go into reserve status, but could be sold to a company in Colorado. Current similar engines have a value of about \$100,000 to \$150,000. Sometimes the engines are refurbished and sold to a smaller agency.



Chairman Rutherford voiced concerns regarding issues outside the Agency's control such as the Hall Case. He mentioned that we have an apparatus that is wearing out, and we should not put people at risk. He is concerned about spending the money today with the uncertainty of PSPRS. He recommended waiting three or four months and stated that the purchases could be split; however, we would lose the multi-vehicle discount.

Attorney Cornelius confirmed the initial price of the chassis and that the balance would be due in 18 months.

Chief Bliss acknowledged that the Hall Case will have a significant impact on the budget. However, there are usually apparatus price increases in January and added that the capital expense items are purchased from the capital expense account, not the account that will be impacted by the Hall case.

Chief Freitag explained that some of the cost variances with holding off on the purchase along with the plan for improving the Reserve Fund. He also mentioned that there is only one engine on the plan for next fiscal year. He believes it would be better to purchase the apparatus this year and delay next year's single purchase.

Board Clerk Pettit mentioned that there is a trend of needing more repairs, and the resolution of the Hall Case may take 18 months. Chief Bliss confirmed if the ladder is deemed unsafe, it will be pulled from service, and we will operate without a ladder company until it can be replaced rather than placing the employees or public in harm.

Chairman Rutherford confirmed the bid of \$447,915 for the engine and \$947,517 for the Ladder Truck; there are also options.

Chief Bliss recommended that the Board approve the proposals "as submitted" rather than an exact dollar amount so that the options may be selected.

Board Member Packard made a motion to approve the proposals as submitted. Board Member Page seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit  
NAYS: Rutherford

D. Discussion and Possible Approval of Headwaters Architectural Contract for 8603 E. Eastridge Building

Chief Freitag stated the architectural contract has been reviewed by legal counsel and our addendum has been attached.

Board Member Page made a motion to approve Headwaters Architecture contract for 8603 E. Eastridge Drive building. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford  
NAYS: None

8. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Serial Meeting Communications
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Personnel Issues Pursuant to A.R.S. §38-431.03(A)(1) Regarding Chief Freitag Personnel Issues

Board Member Packard made a motion to go into Executive Session. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford  
NAYS: None

Chairman Rutherford recessed to go into Executive Session at 5:59 p.m.

Board Member Packard made a motion to reconvene into Open Session. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford  
NAYS: None

Chairman Rutherford reconvened into Public Session at 6:20 p.m.

9. NEW BUSINESS CONTINUED

- A. Discussion and Any Necessary Action Regarding Serial Meeting Communications

Attorney Cornelius admonished the Board and directed them to be aware of issues related to messages between Board Members. Members must be careful when communicating regarding Board matters with any other elected or appointed Board Member. He stated that if a Board Member has a question or concern regarding a matter related to the Agency, they should direct comment to senior staff or legal counsel rather than creating an inadvertent quorum by sending directly or by sending to one member and they forward to another member. Many times the messages are sent with blind copy and include a message that states "do not respond to all or forward to other Board members".

B. Discussion and Any Necessary Action Regarding Chief Freitag Personnel Issues

Attorney Cornelius explained that Chief Freitag is this Board's only employee. This issue arose due to comments he received from Central Yavapai Fire District Board Member Jacobs. Attorney Cornelius will provide correspondence that he received to this Board.

Chair Rutherford provided positive comments regarding Chief Freitag's and his staff's performance.

Board Clerk Pettit asked that the freedom of information requests along with the cost estimates and the amount that the Agency can recoup be placed on future agendas.

10. ADJOURNMENT

Board Member Packard made a motion to adjourn. Board Clerk Pettit seconded the motion. MOTION CARRIED

AYES: Packard, Page, Pettit, Rutherford

NAYS: None

Chairman Rutherford adjourned the meeting at 6:23 p.m.

\_\_\_\_\_  
Clerk Date

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>									
CVFD Funding Requirement	10310000000	\$921,033.94	\$0.00	\$921,033.94	0.0 %	\$1,173,166.15	\$3,850,599.00	\$(2,677,432.85)	(69.5)%
CYFD Funding Requirement	10320000000	3,676,329.37	0.00	3,676,329.37	0.0	4,646,063.75	14,449,633.00	(9,803,569.25)	(67.8)
Fire Protection Contracts	10400100000	4,307.45	0.00	4,307.45	0.0	102,475.31	124,000.00	(21,524.69)	(17.4)
Walker VFD Maintenance	10431500000	3,682.88	0.00	3,682.88	0.0	3,682.88	8,000.00	(4,317.12)	(54.0)
Mayer Maintenance	10432500000	0.00	0.00	0.00	0.0	14,665.27	5,000.00	9,665.27	193.3
Clarkdale Maintenance	10435200000	0.00	0.00	0.00	0.0	0.00	3,000.00	(3,000.00)	(100.0)
Camp Verde Maintenance	10436000000	0.00	0.00	0.00	0.0	3,255.88	1,000.00	2,255.88	225.6
Montezuma Rimrock Maintenance	10436500000	0.00	0.00	0.00	0.0	0.00	1,000.00	(1,000.00)	(100.0)
US Forest Service Maintenance	10437500000	0.00	0.00	0.00	0.0	213.50	1,000.00	(786.50)	(78.7)
Rosenbauer/Central States Maintenance	10438500000	0.00	0.00	0.00	0.0	3,907.04	3,000.00	907.04	30.2
Crown King Maintenance	10439500000	0.00	0.00	0.00	0.0	0.00	500.00	(500.00)	(100.0)
Plan Review Fees	10440000000	800.00	0.00	800.00	0.0	4,330.00	4,500.00	(170.00)	(3.8)
Care Home Inspection Fees	10441500000	0.00	0.00	0.00	0.0	0.00	500.00	(500.00)	(100.0)
Special Events Fees	10442000000	0.00	0.00	0.00	0.0	600.00	17,500.00	(16,900.00)	(96.6)
Prevention Permits	10442500000	0.00	0.00	0.00	0.0	0.00	200.00	(200.00)	(100.0)
Inspection Fees	10443000000	0.00	0.00	0.00	0.0	0.00	1,000.00	(1,000.00)	(100.0)
Groom Creek Maintenance	10460000000	0.00	0.00	0.00	0.0	0.00	500.00	(500.00)	(100.0)
Williamson Valley Maintenance	10464000000	0.00	0.00	0.00	0.0	0.00	750.00	(750.00)	(100.0)
Other Warranty Work	10470000000	0.00	0.00	0.00	0.0	2,882.26	1,000.00	1,882.26	188.2
Cell Tower Lease Revenue	10477500000	0.00	0.00	0.00	0.0	9,457.54	0.00	9,457.54	0.0
State of AZ/Off-District Fires	10480000000	301,780.31	0.00	301,780.31	0.0	472,542.33	50,000.00	422,542.33	845.1
Interest Income-General Fund	10490000000	216.83	0.00	216.83	0.0	1,472.44	21,000.00	(19,527.56)	(93.0)
Misc. Revenues	10510000000	2,468.87	0.00	2,468.87	0.0	57,784.50	10,900.00	46,884.50	430.1
CPR/EMS Class Income	10510500000	0.00	0.00	0.00	0.0	300.00	0.00	300.00	0.0
PAWUIC/ Defensible Space Reimbursements	10512531000	5,039.15	0.00	5,039.15	0.0	5,039.15	24,000.00	(18,960.85)	(79.0)
Tech Services Contracting Revenue	10514041000	2,889.06	0.00	2,889.06	0.0	28,782.87	125,000.00	(96,217.13)	(77.0)
Supplies for Outside Agency Work	10514141000	0.00	0.00	0.00	0.0	0.00	10,000.00	(10,000.00)	(100.0)
Rebates/Refunds	10535000000	0.00	0.00	0.00	0.0	2,803.20	0.00	2,803.20	0.0
Donations	10540000000	5.00	0.00	5.00	0.0	1,509.75	500.00	1,009.75	202.0
Babysitting Classes	10560000000	0.00	0.00	0.00	0.0	0.00	600.00	(600.00)	(100.0)
Warehouse Purchasing Group	10570000000	44,491.35	0.00	44,491.35	0.0	137,256.88	50,000.00	87,256.88	174.5
Station 64 and 61 Lease Revenue	10585500000	612.00	0.00	612.00	0.0	34,509.84	31,200.00	3,309.84	10.6
CARTA Classes	10590000000	0.00	0.00	0.00	0.0	1,355.00	15,000.00	(13,645.00)	(91.0)
CPR/EMS classes	10590500000	1,420.00	0.00	1,420.00	0.0	6,300.00	24,000.00	(17,700.00)	(73.8)
<b>Net Revenues</b>		<b>\$4,965,076.21</b>	<b>\$0.00</b>	<b>\$4,965,076.21</b>	<b>0.0 %</b>	<b>\$6,714,355.54</b>	<b>\$18,834,882.00</b>	<b>\$(12,120,526.46)</b>	<b>(64.4)%</b>
<b><u>Personnel Expenses</u></b>									
Salaries/Admin	10610010000	\$62,628.74	\$0.00	\$(62,628.74)	0.0 %	\$336,069.10	\$808,867.00	\$472,797.90	58.5 %

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Salaries/Prevention	10610020000	21,509.64	0.00	(21,509.64)	0.0	117,584.22	279,600.00	162,015.78	57.9
Salaries/Operations	10610030000	552,091.34	0.00	(552,091.34)	0.0	2,943,882.65	6,977,333.00	4,033,450.35	57.8
Salaries/Training	10610035000	16,157.48	0.00	(16,157.48)	0.0	88,238.04	211,269.00	123,030.96	58.2
Salaries/Communications	10610041000	22,694.40	0.00	(22,694.40)	0.0	125,626.88	296,549.00	170,922.12	57.6
Salaries/Facilities Maintenance	10610043000	5,793.60	0.00	(5,793.60)	0.0	31,722.40	75,386.00	43,663.60	57.9
Salaries/Fleet Maint	10610048000	25,382.40	0.00	(25,382.40)	0.0	137,145.60	323,869.00	186,723.40	57.7
Salaries/Warehouse	10610049000	5,000.00	0.00	(5,000.00)	0.0	27,500.00	76,371.00	48,871.00	64.0
CEO/ Fire Chief	10610110000	11,301.16	0.00	(11,301.16)	0.0	62,156.38	148,915.00	86,758.62	58.3
Salaries/Reserve	10610132000	0.00	0.00	0.00	0.0	0.00	5,000.00	5,000.00	100.0
Special Detail/Fire Pals	10610320400	916.75	0.00	(916.75)	0.0	2,654.25	12,600.00	9,945.75	78.9
Special Detail/ Babysitting Classes	10610320402	0.00	0.00	0.00	0.0	0.00	250.00	250.00	100.0
Special Detail/CRMD/Spec Ev Assign Pay	10610320403	162.50	0.00	(162.50)	0.0	3,087.50	6,500.00	3,412.50	52.5
Special Detail/ Fire Investigator Trainee	10610320404	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Spec Det/Ops CPR Prgm Int/Ext	10610330425	200.00	0.00	(200.00)	0.0	3,718.36	5,000.00	1,281.64	25.6
Telestaff Maintenance	10610330426	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Spec Det/Ops Employee Hlth Immuniz Prgm	10610330431	300.00	0.00	(300.00)	0.0	300.00	1,400.00	1,100.00	78.6
Spec Det/Ops CISD Program Shift Peers	10610330435	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Spec Det/Ops/Tower Work	10610330439	0.00	0.00	0.00	0.0	0.00	6,500.00	6,500.00	100.0
Spec Det/Ops Haz Mat Program	10610330440	0.00	0.00	0.00	0.0	0.00	625.00	625.00	100.0
Spec Det/Ops Hose Program	10610330441	0.00	0.00	0.00	0.0	150.00	500.00	350.00	70.0
Spec Det/Ops SCBA Program	10610330442	468.75	0.00	(468.75)	0.0	468.75	6,500.00	6,031.25	92.8
Spec Det/Ops Recruit Academy	10610330447	0.00	0.00	0.00	0.0	5,918.75	8,700.00	2,781.25	32.0
Spec Det/Ops Promo Testing	10610330449	624.68	0.00	(624.68)	0.0	4,593.43	8,250.00	3,656.57	44.3
Spec Det/ Ops Misc.	10610330452	2,931.25	0.00	(2,931.25)	0.0	3,168.75	8,000.00	4,831.25	60.4
Spec Duty Training	10610335476	0.00	0.00	0.00	0.0	350.00	2,600.00	2,250.00	86.5
Spec Det/Tmg Instr CARTA	10610335479	237.50	0.00	(237.50)	0.0	3,294.42	5,000.00	1,705.58	34.1
Spec Det/ In House EMS Training	10610335482	3,687.50	0.00	(3,687.50)	0.0	4,962.50	30,400.00	25,437.50	83.7
Spec Det/Tower Rescue/Instructor	10610335483	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Spec Det/ Warehouse	10610349451	0.00	0.00	0.00	0.0	512.50	11,500.00	10,987.50	95.5
Acting Pay - Prevention	10610420000	0.00	0.00	0.00	0.0	57.00	500.00	443.00	88.6
Acting Pay - Ops	10610430000	3,046.38	0.00	(3,046.38)	0.0	16,919.63	26,000.00	9,080.37	34.9
Acting Pay - Fleet Maintenance	10610448000	0.00	0.00	0.00	0.0	0.00	400.00	400.00	100.0
Vacation/ Sick Leave Buy Back	10610530000	0.00	0.00	0.00	0.0	0.00	300,000.00	300,000.00	100.0
O.T. Salaries/Admin	10611010000	624.22	0.00	(624.22)	0.0	6,814.21	6,500.00	(314.21)	(4.8)
O.T. Salaries/ Prevention	10611020000	374.91	0.00	(374.91)	0.0	3,839.99	15,000.00	11,160.01	74.4
Recall O.T./Operations	10611030000	1,743.20	0.00	(1,743.20)	0.0	18,821.40	45,000.00	26,178.60	58.2
SWAT Response / Coverage	10611030250	(979.88)	0.00	979.88	0.0	(359.80)	9,000.00	9,359.80	104.0
O.T. Salaries/CARTA	10611035000	460.29	0.00	(460.29)	0.0	1,248.94	2,828.00	1,579.06	55.8
O.T. Salaries/Tech Seives	10611041000	4,713.95	0.00	(4,713.95)	0.0	27,610.62	15,000.00	(12,610.62)	(84.1)

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

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O.T. Salaries/Communications-YCSO	10611041561	0.00	0.00	0.00	0.0	(1,219.40)	0.00	1,219.40	0.0
O.T. Salaries/Facilities Maintenance	10611043000	0.00	0.00	0.00	0.0	217.26	3,240.00	3,022.74	93.3
O.T. Salaries/ Fleet Maintenance	10611048000	1,179.34	0.00	(1,179.34)	0.0	2,011.71	0.00	(2,011.71)	0.0
O.T. Salaries/Warehouse	10611049000	1,394.54	0.00	(1,394.54)	0.0	3,390.81	15,000.00	11,609.19	77.4
FLSA Pay	10611130000	37,947.33	0.00	(37,947.33)	0.0	205,693.34	521,650.00	315,956.66	60.6
Shift OT Sal/Ops/Rte Shft Cov(AD,SL,FMLA	10611230200	54,245.34	0.00	(54,245.34)	0.0	261,770.60	371,000.00	109,229.40	29.4
Off District Wildland Fires	10611431000	243.60	0.00	(243.60)	0.0	432,695.49	20,000.00	(412,695.49)	(2063.5)
Training Captain OT	10611535300	2,711.72	0.00	(2,711.72)	0.0	10,449.71	29,200.00	18,750.29	64.2
Trng Cov/Special Duty Pay	10611535304	212.50	0.00	(212.50)	0.0	857.26	4,950.00	4,092.74	82.7
Trng Cov/EVOC Driver Training Inst Pay	10611535307	0.00	0.00	0.00	0.0	150.00	2,500.00	2,350.00	94.0
Trng Cov/Swift Water Training Officers	10611535380	0.00	0.00	0.00	0.0	0.00	2,500.00	2,500.00	100.0
Trng Cov/Engine Co Training Coverage	10611835326	0.00	0.00	0.00	0.0	0.00	12,600.00	12,600.00	100.0
Trng Cov/OT Eng Co Trng Coverage	10611835330	0.00	0.00	0.00	0.0	0.00	26,500.00	26,500.00	100.0
Trng Cov/ OT Special Ops Training	10611835336	0.00	0.00	0.00	0.0	82.74	3,000.00	2,917.26	97.2
Trng Cov/Paramedic Upgrade Training	10611835337	0.00	0.00	0.00	0.0	0.00	10,000.00	10,000.00	100.0
Trng Cov/ OT TRT/ HAZ MAT Training	10611835338	0.00	0.00	0.00	0.0	0.00	12,000.00	12,000.00	100.0
ASRS Retirement/Admin	10612910000	5,049.25	0.00	(5,049.25)	0.0	25,042.40	64,405.00	39,362.60	61.1
ASRS Retirement/Prevention	10612920000	1,546.76	0.00	(1,546.76)	0.0	7,851.08	20,602.00	12,750.92	61.9
ASRS Retirement/Training	10612935000	305.19	0.00	(305.19)	0.0	1,792.10	3,777.00	1,984.90	52.6
ASRS Retirement/Tech Services	10612941000	3,146.49	0.00	(3,146.49)	0.0	16,833.76	35,735.00	18,901.24	52.9
ASRS Retirement/Facilities Maintenance	10612943000	665.12	0.00	(665.12)	0.0	2,497.96	9,018.00	6,520.04	72.3
ASRS Retirement/Fleet Maint	10612948000	1,454.54	0.00	(1,454.54)	0.0	7,779.57	18,656.00	10,876.43	58.3
ASRS Retirement/Warehouse	10612949000	741.27	0.00	(741.27)	0.0	3,289.41	10,480.00	7,190.59	68.6
PSPRS/Admin	10613010000	2,693.67	0.00	(2,693.67)	0.0	14,782.65	36,820.00	22,037.35	59.9
PSPRS/Prevention	10613020000	2,669.62	0.00	(2,669.62)	0.0	14,872.63	36,089.00	21,216.37	58.8
PSPRS Operations	10613030000	184,433.04	0.00	(184,433.04)	0.0	1,095,550.38	2,438,281.00	1,342,730.62	55.1
PSPRS/ CARTA	10613035000	2,053.85	0.00	(2,053.85)	0.0	11,110.69	27,577.00	16,466.31	59.7
PSPRS/ Fleet Maint	10613048000	2,361.01	0.00	(2,361.01)	0.0	12,018.02	38,137.00	26,118.98	68.5
401A/Admin	10613210000	1,078.34	0.00	(1,078.34)	0.0	8,581.61	14,134.00	5,552.39	39.3
401A Retirement / Ops	10613230000	11,019.10	0.00	(11,019.10)	0.0	62,545.81	116,041.00	53,495.19	46.1
401A / Training	10613235000	1,237.52	0.00	(1,237.52)	0.0	7,007.00	24,328.00	17,321.00	71.2
401A/ Fire Chief	10613310000	2,039.86	0.00	(2,039.86)	0.0	11,219.23	26,879.00	15,659.77	58.3
Reserve Pension	10614032000	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Worker's Comp Insurance/Admin	10615010000	0.00	0.00	0.00	0.0	17,486.57	21,044.00	3,557.43	16.9
Worker's Comp/Prevention	10615020000	0.00	0.00	0.00	0.0	5,128.30	15,426.00	10,297.70	66.8
Worker's Comp / Ops	10615030000	0.00	0.00	0.00	0.0	255,414.08	397,812.00	142,397.92	35.8
Worker's Comp/Reserves	10615032000	0.00	0.00	0.00	0.0	0.00	1,223.00	1,223.00	100.0
Worker's Comp/Training	10615035000	0.00	0.00	0.00	0.0	8,075.96	10,469.00	2,393.04	22.9
Worker's Comp/Comm	10615041000	0.00	0.00	0.00	0.0	7,798.59	15,235.00	7,436.41	48.8

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Worker's Comp/Facilities	10615043000	0.00	0.00	0.00	0.0	1,717.52	3,845.00	2,127.48	55.3
Worker's Comp/Maint	10615048000	0.00	0.00	0.00	0.0	4,935.32	16,138.00	11,202.68	69.4
Worker's Comp/Warehouse	10615049000	0.00	0.00	0.00	0.0	1,540.60	4,468.00	2,927.40	65.5
Worker's Comp/Volunteers	10615110000	0.00	0.00	0.00	0.0	102.65	101.00	(1.65)	(1.6)
Unemployment Insurance/Admin	10617010000	(1,351.98)	0.00	1,351.98	0.0	847.00	972.00	125.00	12.9
Unemployment/Prevention	10617020000	(375.20)	0.00	375.20	0.0	184.80	374.00	189.20	50.6
Unemployment Insurance/Ops	10617030000	(8,394.01)	0.00	8,394.01	0.0	7,624.43	7,774.00	149.57	1.9
Unemployment/Reserves	10617032000	0.00	0.00	0.00	0.0	0.00	827.00	827.00	100.0
Unemployment / Training	10617035000	(281.40)	0.00	281.40	0.0	138.61	224.00	85.39	38.1
Unemployment/Communications	10617041000	(375.20)	0.00	375.20	0.0	184.81	299.00	114.19	38.2
Unemployment/Facilities	10617043000	(93.80)	0.00	93.80	0.0	46.20	75.00	28.80	38.4
Unemployment/Maint	10617048000	(469.00)	0.00	469.00	0.0	91.05	449.00	357.95	79.7
Unemployment/Warehouse	10617049000	(93.80)	0.00	93.80	0.0	46.20	75.00	28.80	38.4
401A-ASRS/Admin	10618010000	3,086.13	0.00	(3,086.13)	0.0	16,718.25	44,046.00	27,327.75	62.0
401A-ASRS/Prevention	10618020000	835.35	0.00	(835.35)	0.0	4,657.95	10,516.00	5,858.05	55.7
401A-ASRS/Training	10618035000	164.82	0.00	(164.82)	0.0	1,044.23	2,217.00	1,172.77	52.9
401A-ASRS/Communication	10618041000	1,699.31	0.00	(1,699.31)	0.0	9,970.05	19,616.00	9,645.95	49.2
401A-ASRS/Facilities Maint	10618043000	0.00	0.00	0.00	0.0	0.00	4,875.00	4,875.00	100.0
401A-ASRS/ Maint	10618048000	785.56	0.00	(785.56)	0.0	4,201.58	10,217.00	6,015.42	58.9
401A-ASRS/ Warehouse	10618049000	400.34	0.00	(400.34)	0.0	1,931.51	5,665.00	3,733.49	65.9
Medicare / Admin	10618110000	1,049.74	0.00	(1,049.74)	0.0	6,087.01	13,982.00	7,894.99	56.5
Medicare Exp/Prevention	10618120000	307.15	0.00	(307.15)	0.0	1,684.17	4,574.00	2,889.83	63.2
Medicare / OPS	10618130000	9,244.42	0.00	(9,244.42)	0.0	54,177.63	122,673.00	68,495.37	55.8
Medicare Exp/CARTA	10618135000	233.21	0.00	(233.21)	0.0	1,461.01	3,104.00	1,642.99	52.9
Medicare Exp/Communications	10618141000	373.68	0.00	(373.68)	0.0	2,241.19	4,617.00	2,375.81	51.5
Medicare Exp/Facilities Maintenance	10618143000	84.00	0.00	(84.00)	0.0	463.10	1,140.00	676.90	59.4
Medicare Exp/Maint	10618148000	366.48	0.00	(366.48)	0.0	2,016.66	4,785.00	2,768.34	57.9
Medicare Exp/Warehouse	10618149000	93.62	0.00	(93.62)	0.0	451.73	1,325.00	873.27	65.9
Post Employment Health Plan	10618530000	8,423.23	0.00	(8,423.23)	0.0	48,942.36	90,942.00	41,999.64	46.2
Medical Insurance /Admin	10619010000	(1,168.66)	0.00	1,168.66	0.0	(9,226.68)	102,648.00	111,874.68	109.0
Medical Insurance/Prevention	10619020000	2,452.52	0.00	(2,452.52)	0.0	12,334.10	39,480.00	27,145.90	68.8
Medical Insurance/OPS	10619030000	66,694.66	0.00	(66,694.66)	0.0	325,176.33	821,184.00	496,007.67	60.4
Medical Insurance/Training	10619035000	1,832.68	0.00	(1,832.68)	0.0	9,143.97	23,688.00	14,544.03	61.4
Medical Insurance/Comm	10619041000	2,436.54	0.00	(2,436.54)	0.0	12,408.18	31,584.00	19,175.82	60.7
Medical Insurance/Facilities	10619043000	627.38	0.00	(627.38)	0.0	3,079.02	7,896.00	4,816.98	61.0
Medical Insurance/Maint	10619048000	3,038.12	0.00	(3,038.12)	0.0	15,904.92	47,376.00	31,471.08	66.4
Medical Insurance/Warehouse	10619049000	612.30	0.00	(612.30)	0.0	3,098.08	7,896.00	4,797.92	60.8
Medical Insurance Assistance/OPS	10619130000	7,518.18	0.00	(7,518.18)	0.0	40,449.96	117,821.00	77,371.04	65.7
<b>Total Personnel Expenses</b>		<b>\$1,162,256.13</b>	<b>\$0.00</b>	<b>\$(1,162,256.13)</b>	<b>0.0 %</b>	<b>\$7,076,709.29</b>	<b>\$15,738,508.00</b>	<b>\$8,661,798.71</b>	<b>55.0 %</b>

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Supply Expenses</u></b>									
Office Supplies / Admin	10620010000	\$0.00	\$0.00	\$0.00	0.0 %	\$(20.00)	\$500.00	\$520.00	104.0 %
Office Supplies / Tech Services	10620041000	0.00	0.00	0.00	0.0	71.49	500.00	428.51	85.7
Office Supplies	10620049000	347.71	0.00	(347.71)	0.0	2,377.08	12,500.00	10,122.92	81.0
Computer Supplies & Software / Training	10620135000	0.00	0.00	0.00	0.0	11,475.00	17,200.00	5,725.00	33.3
Computer Supplies & Equipment / Communic	10620141000	20,809.23	0.00	(20,809.23)	0.0	70,180.06	160,769.00	90,588.94	56.3
In House Dupl & Prtg	10620510000	680.40	0.00	(680.40)	0.0	3,268.05	17,500.00	14,231.95	81.3
In-House Dupl & Prtg/ CRMD	10620520000	725.10	0.00	(725.10)	0.0	1,579.07	2,300.00	720.93	31.3
In House Dupl & Prtg/ Warehouse	10620549000	1,377.30	0.00	(1,377.30)	0.0	8,155.25	9,250.00	1,094.75	11.8
District Fire Corps Program	10621010000	0.00	0.00	0.00	0.0	40.00	500.00	460.00	92.0
District Mapping Program	10621141000	0.00	0.00	0.00	0.0	700.00	6,200.00	5,500.00	88.7
Employee Health & Wellness Supplies	10621230000	0.00	0.00	0.00	0.0	0.00	157.00	157.00	100.0
Medical Supplies	10621530000	11,346.36	0.00	(11,346.36)	0.0	27,848.91	84,500.00	56,651.09	67.0
CPR Supplies & Books	10621630000	414.00	0.00	(414.00)	0.0	3,721.29	8,100.00	4,378.71	54.1
Medical Equipment Replacement	10621730000	2,219.71	0.00	(2,219.71)	0.0	7,674.56	11,000.00	3,325.44	30.2
Fuel (Diesel & Gas)	10622048000	10,834.06	0.00	(10,834.06)	0.0	61,328.18	235,000.00	173,671.82	73.9
Oil & Lubr. (Routine)	10622148000	600.75	0.00	(600.75)	0.0	4,997.13	16,000.00	11,002.87	68.8
Uniforms/Admin	10623010000	0.00	0.00	0.00	0.0	10.12	0.00	(10.12)	0.0
Uniforms-Freitag, Scott	10623010100	0.00	0.00	0.00	0.0	225.38	450.00	224.62	49.9
Uniforms-Tharp, Dave	10623010101	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms - Mowrer, Laura	10623010102	0.00	0.00	0.00	0.0	38.98	125.00	86.02	68.8
Uniforms - Frawley, Teresa	10623010103	0.00	0.00	0.00	0.0	97.41	125.00	27.59	22.1
Uniforms - Butler, Karen	10623010104	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Uniforms-Brookins, Patty	10623010105	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Uniforms - DeJoria, Dana	10623010106	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Uniforms - Spingola, Debbie	10623010107	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Uniforms - Dixon, Susanne	10623010109	38.98	0.00	(38.98)	0.0	55.87	125.00	69.13	55.3
Uniforms - Skinner, Rhonda	10623010110	0.00	0.00	0.00	0.0	16.89	125.00	108.11	86.5
Uniforms - Bliss, Scott	10623010111	0.00	0.00	0.00	0.0	65.49	450.00	384.51	85.4
Uniforms - Viscardi, Karen	10623010112	0.00	0.00	0.00	0.0	81.97	125.00	43.03	34.4
Uniforms - Carter, Jasmine	10623010113	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Uniforms - Burch, Kylee	10623010114	0.00	0.00	0.00	0.0	109.96	0.00	(109.96)	0.0
Uniforms/Prevention	10623020000	0.00	0.00	0.00	0.0	5.75	0.00	(5.75)	0.0
Uniforms-Chase, Rick	10623020100	0.00	0.00	0.00	0.0	130.11	450.00	319.89	71.1
Uniforms-Smith, Andie	10623020101	0.00	0.00	0.00	0.0	75.89	450.00	374.11	83.1
Uniforms-Ayars, Mandy	10623020103	0.00	0.00	0.00	0.0	200.33	450.00	249.67	55.5
Uniforms - Dowdy, Chuck	10623020106	0.00	0.00	0.00	0.0	302.36	450.00	147.64	32.8
Uniforms/Operations	10623030000	8,087.60	0.00	(8,087.60)	0.0	29,133.94	14,780.00	(14,353.94)	(97.1)
Uniforms-Polacek, Jeff	10623030100	0.00	0.00	0.00	0.0	37.90	450.00	412.10	91.6



**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

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Uniforms-Davis, Brad	10623030102	0.00	0.00	0.00	0.0	264.46	450.00	185.54	41.2
Uniforms-Carothers, Cougan	10623030103	0.00	0.00	0.00	0.0	179.73	450.00	270.27	60.1
Uniforms-Abel, Todd	10623030104	0.00	0.00	0.00	0.0	93.85	450.00	356.15	79.1
Uniforms-Burch, Brian	10623030105	28.58	0.00	(28.58)	0.0	168.78	450.00	281.22	62.5
Uniforms-Cole, Brian	10623030106	0.00	0.00	0.00	0.0	106.42	450.00	343.58	76.4
Uniforms-Duplessis, Rob	10623030107	0.00	0.00	0.00	0.0	304.87	450.00	145.13	32.3
Uniforms-Fields, Brody	10623030108	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Lys, Damian	10623030110	0.00	0.00	0.00	0.0	186.71	450.00	263.29	58.5
Uniforms-Mauldin, Mark	10623030111	0.00	0.00	0.00	0.0	288.94	450.00	161.06	35.8
Uniforms-McConnell, Dave	10623030112	0.00	0.00	0.00	0.0	208.02	450.00	241.98	53.8
Uniforms-McKinnon, Alex	10623030113	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Niemynsi, Doug	10623030115	0.00	0.00	0.00	0.0	92.15	450.00	357.85	79.5
Uniforms-Olson, Rick	10623030116	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Pederson, Zach	10623030117	0.00	0.00	0.00	0.0	110.13	450.00	339.87	75.5
Uniforms-Prange, Ross	10623030118	0.00	0.00	0.00	0.0	107.88	450.00	342.12	76.0
Uniforms-Smith, Travis	10623030119	0.00	0.00	0.00	0.0	169.41	450.00	280.59	62.4
Uniforms-Stooks, Craig	10623030120	0.00	0.00	0.00	0.0	130.11	450.00	319.89	71.1
Uniforms-Valadez, Armando	10623030121	28.58	0.00	(28.58)	0.0	281.95	450.00	168.05	37.3
Uniforms-Baker, Mark	10623030123	0.00	0.00	0.00	0.0	159.02	450.00	290.98	64.7
Uniforms-Beaudette, Lee	10623030124	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Brown, Dennis	10623030125	0.00	0.00	0.00	0.0	241.14	450.00	208.86	46.4
Uniforms-Bushman, James	10623030126	0.00	0.00	0.00	0.0	87.58	450.00	362.42	80.5
Uniforms-Curry, Robert	10623030127	0.00	0.00	0.00	0.0	249.01	450.00	200.99	44.7
Uniforms-Dale, Jack	10623030128	0.00	0.00	0.00	0.0	84.45	450.00	365.55	81.2
Uniforms-Edwards, David	10623030129	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Fields, Zach	10623030130	0.00	0.00	0.00	0.0	108.96	450.00	341.04	75.8
Uniforms-Fournier, Nick	10623030131	0.00	0.00	0.00	0.0	56.47	450.00	393.53	87.5
Uniforms-Hlavack, Evan	10623030132	0.00	0.00	0.00	0.0	123.31	450.00	326.69	72.6
Uniforms-Huddleston, Michael	10623030133	0.00	0.00	0.00	0.0	122.93	450.00	327.07	72.7
Uniforms-Horstman, Stephen	10623030134	0.00	0.00	0.00	0.0	108.96	450.00	341.04	75.8
Uniforms-King, Jeremiah	10623030135	0.00	0.00	0.00	0.0	260.71	450.00	189.29	42.1
Uniforms-Kuykendall, Jeff	10623030136	0.00	0.00	0.00	0.0	162.17	450.00	287.83	64.0
Uniforms-Litchfield, Ron	10623030137	28.58	0.00	(28.58)	0.0	383.57	450.00	66.43	14.8
Uniforms-McFadden, Mike	10623030138	0.00	0.00	0.00	0.0	107.88	450.00	342.12	76.0
Uniforms-Nolan, Jason	10623030139	0.00	0.00	0.00	0.0	151.96	450.00	298.04	66.2
Uniforms-Parra, Dustin	10623030140	0.00	0.00	0.00	0.0	304.30	450.00	145.70	32.4
Uniforms-Pruitt, Rob	10623030142	0.00	0.00	0.00	0.0	113.03	450.00	336.97	74.9
Uniforms-Seets, JW	10623030143	0.00	0.00	0.00	0.0	218.63	450.00	231.37	51.4
Uniforms-Tucker, Mike	10623030144	0.00	0.00	0.00	0.0	84.45	450.00	365.55	81.2

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Uniforms-Aspa, Ryan	10623030145	0.00	0.00	0.00	0.0	216.62	450.00	233.38	51.9
Uniforms-Barmum, Josh	10623030146	0.00	0.00	0.00	0.0	166.07	450.00	283.93	63.1
Uniforms-Beard, Jared	10623030147	0.00	0.00	0.00	0.0	94.96	450.00	355.04	78.9
Uniforms-Blum, Rodney	10623030148	57.14	0.00	(57.14)	0.0	122.03	450.00	327.97	72.9
Uniforms-Corbiere, Aaron	10623030149	0.00	0.00	0.00	0.0	212.84	450.00	237.16	52.7
Uniforms-Cruz, Steve	10623030150	0.00	0.00	0.00	0.0	92.78	450.00	357.22	79.4
Uniforms-Cunningham, Cody	10623030151	0.00	0.00	0.00	0.0	16.89	450.00	433.11	96.2
Uniforms-Dibble, Gordon	10623030152	0.00	0.00	0.00	0.0	260.75	450.00	189.25	42.1
Uniforms-Eckle, Kellan	10623030153	0.00	0.00	0.00	0.0	176.60	450.00	273.40	60.8
Uniforms-Ferris, Ryan	10623030154	0.00	0.00	0.00	0.0	77.07	450.00	372.93	82.9
Uniforms-Kirk, Jason	10623030155	0.00	0.00	0.00	0.0	148.90	450.00	301.10	66.9
Uniforms-Kontz, Mike	10623030156	0.00	0.00	0.00	0.0	107.88	450.00	342.12	76.0
Uniforms-Loperman, Keith	10623030157	0.00	0.00	0.00	0.0	101.34	450.00	348.66	77.5
Uniforms-Mazon, Josh	10623030158	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Mazzella, Marc	10623030159	0.00	0.00	0.00	0.0	143.54	450.00	306.46	68.1
Uniforms-McFadden, Matt	10623030160	0.00	0.00	0.00	0.0	103.75	450.00	346.25	76.9
Uniforms-Croft, Adam	10623030161	0.00	0.00	0.00	0.0	76.98	450.00	373.02	82.9
Uniforms-Pacheco, Michael	10623030163	0.00	0.00	0.00	0.0	307.92	450.00	142.08	31.6
Uniforms-Parra, Payton	10623030164	0.00	0.00	0.00	0.0	98.67	450.00	351.33	78.1
Uniforms-Pena, Chris	10623030165	0.00	0.00	0.00	0.0	129.19	450.00	320.81	71.3
Uniforms-Poliakon, Brett	10623030166	0.00	0.00	0.00	0.0	160.94	450.00	289.06	64.2
Uniforms-Postula, Justin	10623030167	0.00	0.00	0.00	0.0	107.88	450.00	342.12	76.0
Uniforms-Postula, Karl	10623030168	28.58	0.00	(28.58)	0.0	194.37	450.00	255.63	56.8
Uniforms-Reyes, Adam	10623030169	0.00	0.00	0.00	0.0	187.39	450.00	262.61	58.4
Uniforms-Russell, Dillion	10623030170	0.00	0.00	0.00	0.0	187.39	450.00	262.61	58.4
Uniforms-Ryan, Keith	10623030171	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Sheldon, Wes	10623030172	0.00	0.00	0.00	0.0	76.98	450.00	373.02	82.9
Uniforms-Sims, Mike	10623030173	0.00	0.00	0.00	0.0	245.72	450.00	204.28	45.4
Uniforms-Wittenberg, Dave	10623030174	0.00	0.00	0.00	0.0	148.90	450.00	301.10	66.9
Uniforms-Jones, Shaun	10623030175	0.00	0.00	0.00	0.0	179.06	450.00	270.94	60.2
Uniforms-Ducote-Perkins, Shane	10623030176	0.00	0.00	0.00	0.0	212.87	450.00	237.13	52.7
Uniforms-Wagner, Adam	10623030177	28.58	0.00	(28.58)	0.0	159.50	450.00	290.50	64.6
Uniforms-Butler, Jason	10623030179	0.00	0.00	0.00	0.0	218.80	450.00	231.20	51.4
Uniforms-Turner, Kenny	10623030181	0.00	0.00	0.00	0.0	153.96	450.00	296.04	65.8
Uniforms-Trask, Ryan	10623030182	0.00	0.00	0.00	0.0	151.43	450.00	298.57	66.3
Uniforms-Runo, Kyle	10623030183	0.00	0.00	0.00	0.0	115.47	450.00	334.53	74.3
Uniforms-Brunk, Jake	10623030184	0.00	0.00	0.00	0.0	165.51	450.00	284.49	63.2
Uniforms-Mayhall, Matt	10623030186	0.00	0.00	0.00	0.0	143.49	450.00	306.51	68.1
Uniforms-Cox, Phillip	10623030187	0.00	0.00	0.00	0.0	31.11	450.00	418.89	93.1

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Uniforms- Apolinar, Jon	10623030188	0.00	0.00	0.00	0.0	176.39	450.00	273.61	60.8
Uniforms-Buchanan, Ben	10623030189	0.00	0.00	0.00	0.0	362.33	450.00	87.67	19.5
Uniforms-Bulter, Scott	10623030190	85.71	0.00	(85.71)	0.0	293.05	450.00	156.95	34.9
Uniforms-Buntin, Darrell	10623030191	0.00	0.00	0.00	0.0	60.42	450.00	389.58	86.6
Uniforms-Copenhaver, Doug	10623030192	0.00	0.00	0.00	0.0	17.98	450.00	432.02	96.0
Uniforms-Dalton, Bryan	10623030193	28.58	0.00	(28.58)	0.0	304.16	450.00	145.84	32.4
Uniforms-Davidson, Glenn	10623030194	0.00	0.00	0.00	0.0	61.53	450.00	388.47	86.3
Uniforms-Douglas, Ren	10623030195	0.00	0.00	0.00	0.0	380.72	450.00	69.28	15.4
Uniforms-Gallman, Timothy	10623030196	28.58	0.00	(28.58)	0.0	172.12	450.00	277.88	61.8
Uniforms-Ginn, Eric	10623030197	28.58	0.00	(28.58)	0.0	323.04	450.00	126.96	28.2
Uniforms-Gnagey, Dan	10623030198	0.00	0.00	0.00	0.0	250.95	450.00	199.05	44.2
Uniforms-Green, Nathan	10623030199	57.14	0.00	(57.14)	0.0	273.11	450.00	176.89	39.3
Uniforms-Guzzo, Nick	10623030200	0.00	0.00	0.00	0.0	156.96	450.00	293.04	65.1
Uniforms-Ingrao, Jory	10623030201	57.14	0.00	(57.14)	0.0	133.03	450.00	316.97	70.4
Uniforms-Jacobson, Terry	10623030202	28.58	0.00	(28.58)	0.0	170.77	450.00	279.23	62.1
Uniforms-Johnson, David	10623030203	57.14	0.00	(57.14)	0.0	320.73	450.00	129.27	28.7
Uniforms-Lynch, Peter	10623030204	0.00	0.00	0.00	0.0	170.76	450.00	279.24	62.1
Uniforms-Merrill, Eric	10623030205	0.00	0.00	0.00	0.0	121.01	450.00	328.99	73.1
Uniforms-Muniz, Tom Jr.	10623030206	0.00	0.00	0.00	0.0	247.08	450.00	202.92	45.1
Uniforms-Nelson, Mike	10623030207	0.00	0.00	0.00	0.0	101.34	450.00	348.66	77.5
Uniforms-Ramirez, Sam	10623030208	0.00	0.00	0.00	0.0	106.42	450.00	343.58	76.4
Uniforms-Rendl, Bob	10623030209	0.00	0.00	0.00	0.0	80.56	450.00	369.44	82.1
Uniforms-Roberts, Jerry	10623030210	0.00	0.00	0.00	0.0	283.39	450.00	166.61	37.0
Uniforms-Roche, Ben	10623030211	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Rose, Cody	10623030212	0.00	0.00	0.00	0.0	291.00	450.00	159.00	35.3
Uniforms-Schuster, Alan	10623030213	0.00	0.00	0.00	0.0	94.96	450.00	355.04	78.9
Uniforms-Snyder, Tim	10623030214	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Uniforms-Stewart, Jeff	10623030215	0.00	0.00	0.00	0.0	182.31	450.00	267.69	59.5
Uniforms-Tarver, Shawn	10623030216	0.00	0.00	0.00	0.0	347.43	450.00	102.57	22.8
Uniforms- Zazueta, Rob	10623030217	0.00	0.00	0.00	0.0	230.10	450.00	219.90	48.9
Uniforms-McCarty Dan	10623030218	0.00	0.00	0.00	0.0	126.65	450.00	323.35	71.9
Uniforms/Operations - Honor Guard	10623030540	0.00	0.00	0.00	0.0	2,076.78	4,000.00	1,923.22	48.1
Uniforms / Reserves	10623032000	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Uniforms-Trujillo, Erik	10623032118	0.00	0.00	0.00	0.0	135.12	0.00	(135.12)	0.0
Uniforms - Training	10623035000	0.00	0.00	0.00	0.0	1,080.18	750.00	(330.18)	(44.0)
Uniforms-Kelley, Joe	10623035101	0.00	0.00	0.00	0.0	138.14	450.00	311.86	69.3
Uniforms - Feddema, John	10623035103	0.00	0.00	0.00	0.0	124.13	450.00	325.87	72.4
Uniforms - Rocha, Edgar	10623035104	0.00	0.00	0.00	0.0	261.30	450.00	188.70	41.9
Uniforms-Ogden, James	10623041100	0.00	0.00	0.00	0.0	143.98	0.00	(143.98)	0.0

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Uniforms-Frazier, Tony	10623041101	0.00	0.00	0.00	0.0	397.41	0.00	(397.41)	0.0
Uniforms-Legge, David	10623041102	0.00	0.00	0.00	0.0	159.63	0.00	(159.63)	0.0
Uniforms-Freeman, Michael	10623041103	0.00	0.00	0.00	0.0	218.65	0.00	(218.65)	0.0
Uniforms-Muniz, Tom	10623043100	0.00	0.00	0.00	0.0	272.21	450.00	177.79	39.5
Uniforms-Scaife, Domenic	10623048100	0.00	0.00	0.00	0.0	185.38	450.00	264.62	58.8
Uniforms-Reyes, Charlie	10623048101	0.00	0.00	0.00	0.0	214.56	450.00	235.44	52.3
Uniforms-Beck, David	10623048102	46.05	0.00	(46.05)	0.0	46.05	450.00	403.95	89.8
Uniforms-Mason, Belinda	10623048104	0.00	0.00	0.00	0.0	38.98	0.00	(38.98)	0.0
Uniforms-Kohler, Travis	10623048105	174.65	0.00	(174.65)	0.0	385.66	450.00	64.34	14.3
Uniforms-Hatcher, Perry	10623048106	0.00	0.00	0.00	0.0	292.39	450.00	157.61	35.0
Uniforms - Trujillo, Erik	10623049101	0.00	0.00	0.00	0.0	0.00	450.00	450.00	100.0
Protective Clothing	10623130000	567.23	0.00	(567.23)	0.0	29,005.15	115,210.00	86,204.85	74.8
Library Reference Materials / Admin	10624010000	0.00	0.00	0.00	0.0	0.00	2,949.00	2,949.00	100.0
Operations Supplies/Routine	10624030000	0.00	0.00	0.00	0.0	252.87	3,050.00	2,797.13	91.7
Library Reference Materials/Tr Ctr	10624035000	0.00	0.00	0.00	0.0	332.91	6,450.00	6,117.09	94.8
Communications Supplies / Routine	10624041000	0.00	0.00	0.00	0.0	137.91	1,000.00	862.09	86.2
Facilities Maint Supplies/Routine	10624043000	0.00	0.00	0.00	0.0	23.67	530.00	506.33	95.5
Supplies/Prevention	10624220000	0.00	0.00	0.00	0.0	79.56	1,840.00	1,760.44	95.7
Supplies / Fleet Maintenance	10624248000	353.64	0.00	(353.64)	0.0	2,484.78	7,400.00	4,915.22	66.4
Supplies / Warehouse	10624249000	0.00	0.00	0.00	0.0	0.00	6,000.00	6,000.00	100.0
Library Reference Materials/Prevention	10624320000	75.69	0.00	(75.69)	0.0	684.56	1,910.00	1,225.44	64.2
Pub Ed/School Ed/Prevention	10624520000	169.60	0.00	(169.60)	0.0	8,972.96	12,015.00	3,042.04	25.3
Public Education/EMS	10624530000	0.00	0.00	0.00	0.0	0.00	2,500.00	2,500.00	100.0
Supplies-Warehouse Purchasing Group	10624549000	23,130.83	0.00	(23,130.83)	0.0	103,046.67	50,000.00	(53,046.67)	(106.1)
Urban Interface/Brush Removal	10624920000	0.00	0.00	0.00	0.0	450.00	0.00	(450.00)	0.0
Chipper Grant	10624920010	950.00	0.00	(950.00)	0.0	3,614.15	30,000.00	26,385.85	88.0
Vehicle Maint (Routine)	10625048000	8,752.64	0.00	(8,752.64)	0.0	28,212.18	100,000.00	71,787.82	71.8
Vehicle Maint (Special Prjcts)	10625148000	1,324.62	0.00	(1,324.62)	0.0	1,595.55	6,500.00	4,904.45	75.5
FF Equipment Maintenance	10626048000	1,375.19	0.00	(1,375.19)	0.0	3,535.09	19,150.00	15,614.91	81.5
SCBA Supplies & Maint	10626348000	1,104.99	0.00	(1,104.99)	0.0	4,603.94	22,400.00	17,796.06	79.4
Tire Replacement	10626548000	1,317.43	0.00	(1,317.43)	0.0	17,236.93	40,000.00	22,763.07	56.9
Tire Repair	10626648000	0.00	0.00	0.00	0.0	156.62	1,500.00	1,343.38	89.6
Building Mtnc Supples - All Stations	10627043000	0.00	0.00	0.00	0.0	40.45	0.00	(40.45)	0.0
Building Maint Supplies	10627043001	412.12	0.00	(412.12)	0.0	7,325.14	20,000.00	12,674.86	63.4
Building Maint Supplies/Prevention	10627043002	0.00	0.00	0.00	0.0	575.00	2,000.00	1,425.00	71.3
Building Maint Supplies/ Sta 61 Admin	10627043003	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Building Maint Supplies/CARTA	10627043035	2,058.94	0.00	(2,058.94)	0.0	3,640.94	13,500.00	9,859.06	73.0
Building Maint Supplies/Comm Building	10627043041	0.00	0.00	0.00	0.0	0.00	4,000.00	4,000.00	100.0
Building Maint Supplies/Maint Facility	10627043048	826.49	0.00	(826.49)	0.0	2,585.37	4,000.00	1,414.63	35.4

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
Building Maint Supplies/Warehouse	10627043049	563.80	0.00	(563.80)	0.0	563.80	5,000.00	4,436.20	88.7
Building Maint Supplies/Sta 50	10627043050	43.28	0.00	(43.28)	0.0	691.93	3,600.00	2,908.07	80.8
Building Maint Supplies/Sta 51	10627043051	1,646.27	0.00	(1,646.27)	0.0	2,557.71	5,600.00	3,042.29	54.3
Building Maint Supplies/Sta 52	10627043052	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Building Maint Supplies/Sta 53	10627043053	521.84	0.00	(521.84)	0.0	5,704.74	3,600.00	(2,104.74)	(58.5)
Building Maint Supplies/Sta 54	10627043054	179.74	0.00	(179.74)	0.0	1,572.48	3,000.00	1,427.52	47.6
Building Maint Supplies/Sta 56	10627043056	0.00	0.00	0.00	0.0	22.11	2,000.00	1,977.89	98.9
Building Maint Supplies/Sta 57	10627043057	90.69	0.00	(90.69)	0.0	1,704.38	3,500.00	1,795.62	51.3
Building Maint Supplies/Sta 58	10627043058	134.01	0.00	(134.01)	0.0	1,639.74	3,000.00	1,360.26	45.3
Building Maint Supplies/Sta 59	10627043059	0.00	0.00	0.00	0.0	644.38	3,000.00	2,355.62	78.5
Building Maint Supplies - Station 61	10627043061	692.08	0.00	(692.08)	0.0	1,755.08	7,000.00	5,244.92	74.9
Building Maint Supplies - Station 62	10627043062	0.00	0.00	0.00	0.0	2,100.21	5,000.00	2,899.79	58.0
Building Maint Supplies - Station 63	10627043063	247.54	0.00	(247.54)	0.0	1,215.87	4,000.00	2,784.13	69.6
Building Maint Supplies - Station 64	10627043064	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Building Maint Supplies- Large Projects	10627043100	0.00	0.00	0.00	0.0	7,217.80	94,500.00	87,282.20	92.4
Furniture & Fixture Replacement	10627143000	1,455.23	0.00	(1,455.23)	0.0	2,476.88	29,200.00	26,723.12	91.5
Furniture & Fixtures / Warehouse	10627149000	0.00	0.00	0.00	0.0	315.49	1,500.00	1,184.51	79.0
Janitorial / All Stations	10627249000	2,353.17	0.00	(2,353.17)	0.0	12,333.35	27,500.00	15,166.65	55.2
Station Supplies-All Stations	10627349000	174.11	0.00	(174.11)	0.0	1,984.10	5,500.00	3,515.90	63.9
Site / Equip Maint Supplies / Comm	10627441000	14.46	0.00	(14.46)	0.0	5,892.62	24,000.00	18,107.38	75.4
Radio/Pager Maintenance	10628041000	638.85	0.00	(638.85)	0.0	3,338.66	90,000.00	86,661.34	96.3
Radio/Pager Maint - Radio Sup - YCSO	10628041561	0.00	0.00	0.00	0.0	(1,370.70)	2,000.00	3,370.70	168.5
Supplies for Outside Agency Work	10628141000	0.00	0.00	0.00	0.0	1,690.05	10,000.00	8,309.95	83.1
Batteries / Communications	10628841000	0.00	0.00	0.00	0.0	0.00	150.00	150.00	100.0
Batteries/ All Stations	10628849000	0.00	0.00	0.00	0.0	330.07	3,170.00	2,839.93	89.6
Firefighter Equipment Replacement	10628930000	593.52	0.00	(593.52)	0.0	15,953.19	37,550.00	21,596.81	57.5
Firefighting Equipment New Purchases	10629030000	0.00	0.00	0.00	0.0	1,094.35	10,000.00	8,905.65	89.1
Haz-Mat Equipment	10629130000	203.93	0.00	(203.93)	0.0	203.93	7,500.00	7,296.07	97.3
Comm/Radio Technician Equipment	10629241000	0.00	0.00	0.00	0.0	261.85	6,750.00	6,488.15	96.1
Technical Rescue Equipment	10629330000	0.00	0.00	0.00	0.0	0.00	14,000.00	14,000.00	100.0
Wildland Equipment Replacement	10629530000	187.02	0.00	(187.02)	0.0	187.02	5,000.00	4,812.98	96.3
CARTA Equipment/ Prop Supplies	10629635000	606.01	0.00	(606.01)	0.0	8,465.18	32,000.00	23,534.82	73.5
Rentals	10629643000	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Exercise Equipment - Ops	10629730000	0.00	0.00	0.00	0.0	6,187.23	6,500.00	312.77	4.8
Small Tools/Facilities Maintenance	10630043000	42.67	0.00	(42.67)	0.0	421.07	530.00	108.93	20.6
Small Tools / Maintenance	10630048000	171.41	0.00	(171.41)	0.0	1,435.25	5,000.00	3,564.75	71.3
Small Tools / Warehouse	10630049000	0.00	0.00	0.00	0.0	192.46	900.00	707.54	78.6
Safety Equip & Supplies/Warehouse	10631049000	0.00	0.00	0.00	0.0	72.06	750.00	677.94	90.4
<b>Total Supply Expenses</b>		<b>\$111,252.43</b>	<b>\$0.00</b>	<b>\$(111,252.43)</b>	<b>0.0 %</b>	<b>\$564,759.50</b>	<b>\$1,604,610.00</b>	<b>\$1,039,850.50</b>	<b>64.8 %</b>

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Service Expenses</u></b>									
Audit & Accounting	10640010000	\$5,180.00	\$0.00	\$(5,180.00)	0.0 %	\$7,980.00	\$20,000.00	\$12,020.00	60.1 %
Other Prof Services/Admin	10640510000	0.00	0.00	0.00	0.0	2,625.50	7,570.00	4,944.50	65.3
Other Prof Services/Ops	10640530000	107.22	0.00	(107.22)	0.0	15,579.83	37,951.00	22,371.17	58.9
Other Prof Services/Comm	10640541000	10,552.75	0.00	(10,552.75)	0.0	20,582.23	129,500.00	108,917.77	84.1
Other Prof Services/Facilities	10640543000	4,212.20	0.00	(4,212.20)	0.0	7,254.20	8,750.00	1,495.80	17.1
Other Prof Services/ Warehouse	10640549000	0.00	0.00	0.00	0.0	0.00	3,000.00	3,000.00	100.0
Legal Services - Routine	10641010000	6,092.87	0.00	(6,092.87)	0.0	17,377.37	70,000.00	52,622.63	75.2
Legal Services-Non Routine	10641010600	0.00	0.00	0.00	0.0	9,176.81	7,500.00	(1,676.81)	(22.4)
Employee Health / Exams/Ops	10641530000	0.00	0.00	0.00	0.0	5,748.88	46,670.00	40,921.12	87.7
Employee Assistance Program	10642010000	0.00	0.00	0.00	0.0	208.80	9,200.00	8,991.20	97.7
Dispatch Services/Ops	10642530000	35,429.45	0.00	(35,429.45)	0.0	165,624.60	434,506.00	268,881.40	61.9
Communications/Admin	10643010000	6,748.57	0.00	(6,748.57)	0.0	37,843.18	86,105.00	48,261.82	56.0
Postage/Admin	10643510000	0.00	0.00	0.00	0.0	300.32	6,000.00	5,699.68	95.0
Shipping / Warehouse	10643549000	60.31	0.00	(60.31)	0.0	523.58	1,750.00	1,226.42	70.1
Fire Board Expenses	10644110000	0.00	0.00	0.00	0.0	0.00	250.00	250.00	100.0
Off District Expenses	10644231000	0.00	0.00	0.00	0.0	45,395.25	20,000.00	(25,395.25)	(127.0)
Newspaper Advertising	10647010000	0.00	0.00	0.00	0.0	494.83	5,000.00	4,505.17	90.1
Outside Duplication & Printing / Admin	10649010000	0.00	0.00	0.00	0.0	956.79	1,750.00	793.21	45.3
Outside Dupl & Printing/Prevention	10649020000	0.00	0.00	0.00	0.0	601.60	1,400.00	798.40	57.0
Outside Dupl & Printing/Ops	10649030000	0.00	0.00	0.00	0.0	986.23	2,550.00	1,563.77	61.3
Insurance	10650010000	0.00	0.00	0.00	0.0	79,607.50	122,951.00	43,343.50	35.3
Cable TV	10650830000	193.04	0.00	(193.04)	0.0	1,044.18	1,575.00	530.82	33.7
Electricity - Admin	10651010000	226.78	0.00	(226.78)	0.0	3,192.92	4,800.00	1,607.08	33.5
Electric/Prevention	10651020000	0.00	0.00	0.00	0.0	498.05	0.00	(498.05)	0.0
Electricity - OPS	10651030000	7,806.66	0.00	(7,806.66)	0.0	46,106.67	101,673.00	55,566.33	54.7
Electric/CARTA	10651035000	1,710.29	0.00	(1,710.29)	0.0	10,885.08	20,000.00	9,114.92	45.6
Electric/Communications	10651041000	1,884.46	0.00	(1,884.46)	0.0	11,586.37	25,000.00	13,413.63	53.7
Electric/Maintenance	10651048000	923.75	0.00	(923.75)	0.0	6,570.71	12,500.00	5,929.29	47.4
Electric/Warehouse	10651049000	141.33	0.00	(141.33)	0.0	670.58	5,000.00	4,329.42	86.6
Sanitation Charges- Admin Building	10651210000	70.61	0.00	(70.61)	0.0	430.09	0.00	(430.09)	0.0
Sanitation Charge - Health/Medical Waste	10651230000	0.00	0.00	0.00	0.0	107.82	1,000.00	892.18	89.2
Sanitation Charges - Station 50	10651230050	35.30	0.00	(35.30)	0.0	176.50	450.00	273.50	60.8
Sanitation Charges - Station 51	10651230051	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Sanitation Charges - Station 53	10651230053	70.61	0.00	(70.61)	0.0	335.40	850.00	514.60	60.5
Sanitation Charges - Station 54	10651230054	35.30	0.00	(35.30)	0.0	176.50	450.00	273.50	60.8
Sanitation Charges - Station 57	10651230057	35.30	0.00	(35.30)	0.0	176.50	450.00	273.50	60.8
Sanitation Charges - Station 58	10651230058	35.30	0.00	(35.30)	0.0	226.50	450.00	223.50	49.7
Sanitation Charges - Station 59	10651230059	0.00	0.00	0.00	0.0	63.90	450.00	386.10	85.8

**CAFMA-Central Arizona Fire and Medical**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

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Sanitation Charges - Station 61	10651230061	0.00	0.00	0.00	0.0	300.00	720.00	420.00	58.3
Sanitation Charges - Station 62	10651230062	0.00	0.00	0.00	0.0	300.00	720.00	420.00	58.3
Sanitation Charges - Station 63	10651230063	0.00	0.00	0.00	0.0	300.00	720.00	420.00	58.3
Sanitation/CARTA	10651235000	120.61	0.00	(120.61)	0.0	603.05	1,500.00	896.95	59.8
Sanitation/ Fleet Maintenance	10651248000	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Natural Gas - Admin Building	10652010000	548.31	0.00	(548.31)	0.0	352.83	0.00	(352.83)	0.0
Natural Gas - Station 50	10652030050	44.96	0.00	(44.96)	0.0	483.23	2,250.00	1,766.77	78.5
Natural Gas - Station 51	10652030051	553.25	0.00	(553.25)	0.0	1,181.38	3,000.00	1,818.62	60.6
Natural Gas - Station 53	10652030053	230.07	0.00	(230.07)	0.0	377.32	2,150.00	1,772.68	82.5
Natural Gas - Station 58	10652030058	321.84	0.00	(321.84)	0.0	476.24	2,250.00	1,773.76	78.8
Natural Gas - Station 59	10652030059	59.03	0.00	(59.03)	0.0	540.88	2,000.00	1,459.12	73.0
Natural Gas - Station 61	10652030061	157.49	0.00	(157.49)	0.0	509.97	2,950.00	2,440.03	82.7
Natural Gas - Station 62	10652030062	109.82	0.00	(109.82)	0.0	368.68	2,300.00	1,931.32	84.0
Natural Gas/Fleet Maintenance	10652048000	519.41	0.00	(519.41)	0.0	1,133.50	3,250.00	2,116.50	65.1
Propane - Station 52	10653030052	0.00	0.00	0.00	0.0	0.00	350.00	350.00	100.0
Propane - Stations 54	10653030054	0.00	0.00	0.00	0.0	0.00	1,250.00	1,250.00	100.0
Propane - Station 56	10653030056	0.00	0.00	0.00	0.0	0.00	125.00	125.00	100.0
Propane - Station 57	10653030057	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Propane - Station 63	10653030063	0.00	0.00	0.00	0.0	0.00	8,500.00	8,500.00	100.0
Propane - CARTA	10653035000	0.00	0.00	0.00	0.0	0.00	7,000.00	7,000.00	100.0
Propane - Communications	10653041000	0.00	0.00	0.00	0.0	0.00	7,500.00	7,500.00	100.0
Propane - Warehouse	10653049000	0.00	0.00	0.00	0.0	0.00	7,500.00	7,500.00	100.0
Pest Control	10653543000	110.00	0.00	(110.00)	0.0	1,192.00	3,750.00	2,558.00	68.2
Water / Admin	10654010000	53.64	0.00	(53.64)	0.0	325.37	0.00	(325.37)	0.0
Water - Station 50	10654030050	125.99	0.00	(125.99)	0.0	662.07	1,400.00	737.93	52.7
Water - Station 51	10654030051	138.03	0.00	(138.03)	0.0	700.92	1,300.00	599.08	46.1
Water - Station 52	10654030052	150.00	0.00	(150.00)	0.0	700.00	1,890.00	1,190.00	63.0
Water - Station 53	10654030053	223.88	0.00	(223.88)	0.0	1,272.12	4,000.00	2,727.88	68.2
Water - Station 58	10654030058	76.28	0.00	(76.28)	0.0	550.15	1,250.00	699.85	56.0
Water - Station 59	10654030059	93.79	0.00	(93.79)	0.0	493.09	1,250.00	756.91	60.6
Water - Station 62	10654030062	135.66	0.00	(135.66)	0.0	472.23	1,600.00	1,127.77	70.5
Water/CARTA	10654035000	759.06	0.00	(759.06)	0.0	3,138.08	6,250.00	3,111.92	49.8
Water/Fleet Maintenance	10654048000	205.68	0.00	(205.68)	0.0	1,129.68	2,000.00	870.32	43.5
Hydrant Maintenance	10655130000	575.28	0.00	(575.28)	0.0	841.30	3,000.00	2,158.70	72.0
Repair & Maint Equip/Admin	10658010000	0.00	0.00	0.00	0.0	0.00	250.00	250.00	100.0
Outside Repair Equip/ Prevention	10658020000	0.00	0.00	0.00	0.0	225.41	500.00	274.59	54.9
Outside Repair Equip/Ops	10658030000	1,405.98	0.00	(1,405.98)	0.0	6,753.27	21,177.00	14,423.73	68.1
Outside Repair Equip/ CARTA	10658035000	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Outside Repair Equip/Fac Maint	10658043000	101.80	0.00	(101.80)	0.0	250.30	2,700.00	2,449.70	90.7

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**Income Statement**  
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For the period of 11/1/2016 Through 11/30/2016

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Outside Repair/Veh Maint Equip	10658048000	4,271.23	0.00	(4,271.23)	0.0	27,857.38	11,500.00	(16,357.38)	(142.2)
EMS Training	10658735000	1,972.74	0.00	(1,972.74)	0.0	3,971.42	3,110.00	(861.42)	(27.7)
CYFD Training Center Classes	10658835000	60.26	0.00	(60.26)	0.0	1,210.26	7,700.00	6,489.74	84.3
Training & Travel/Admin	10659010000	367.00	0.00	(367.00)	0.0	6,319.68	14,300.00	7,980.32	55.8
Training & Travel/Prevention	10659020000	731.20	0.00	(731.20)	0.0	3,485.71	9,605.00	6,119.29	63.7
Training & Travel/OPS	10659030000	1,493.01	0.00	(1,493.01)	0.0	8,673.28	53,605.00	44,931.72	83.8
Training & Travel/CARTA	10659035000	994.71	0.00	(994.71)	0.0	7,810.28	33,900.00	26,089.72	77.0
Training & Travel/Communications	10659041000	0.00	0.00	0.00	0.0	175.00	6,500.00	6,325.00	97.3
Travel & Training / Fleet Maintenance	10659048000	100.00	0.00	(100.00)	0.0	559.19	4,000.00	3,440.81	86.0
Travel & Training / Warehouse	10659049000	0.00	0.00	0.00	0.0	0.00	750.00	750.00	100.0
Books & Subscriptions / Training Center/	10659135035	0.00	0.00	0.00	0.0	0.00	1,050.00	1,050.00	100.0
ACLS Upgrade	10659335000	0.00	0.00	0.00	0.0	1,290.00	21,930.00	20,640.00	94.1
Awards / Admin	10659510000	0.00	0.00	0.00	0.0	0.00	5,000.00	5,000.00	100.0
Awards / Ops	10659530000	365.00	0.00	(365.00)	0.0	911.38	6,375.00	5,463.62	85.7
College - Upper & Lower Division	10659535000	0.00	0.00	0.00	0.0	307.20	13,500.00	13,192.80	97.7
Dues / Admin	10660010000	(15.00)	0.00	15.00	0.0	1,072.81	8,055.00	6,982.19	86.7
Dues/Prevention	10660020000	0.00	0.00	0.00	0.0	2,404.00	1,690.00	(714.00)	(42.2)
Dues/Operations	10660030000	200.00	0.00	(200.00)	0.0	200.00	4,400.00	4,200.00	95.5
Dues/CARTA	10660035000	0.00	0.00	0.00	0.0	1,145.00	1,635.00	490.00	30.0
Dues/Warehouse	10660049000	0.00	0.00	0.00	0.0	0.00	50.00	50.00	100.0
Misc/Admin	10661010000	253,148.15	0.00	(253,148.15)	0.0	257,172.50	2,000.00	(255,172.50)	(12758.6)
Misc/Prevention	10661020000	25.00	0.00	(25.00)	0.0	90.00	665.00	575.00	86.5
Misc/Operations	10661030000	241.66	0.00	(241.66)	0.0	2,016.49	0.00	(2,016.49)	0.0
Misc/Operations - Routine	10661030490	0.00	0.00	0.00	0.0	0.00	2,250.00	2,250.00	100.0
Misc/Operations - Fire Rehab	10661030491	11.79	0.00	(11.79)	0.0	677.09	2,250.00	1,572.91	69.9
Misc/Operations	10661030492	0.00	0.00	0.00	0.0	61.00	550.00	489.00	88.9
Misc/Promotional Testing	10661030494	228.01	0.00	(228.01)	0.0	301.12	2,000.00	1,698.88	84.9
Misc/Captain Promotional Testing	10661030496	0.00	0.00	0.00	0.0	0.00	1,200.00	1,200.00	100.0
Misc/Firefighter Recruitment Supplies	10661030498	0.00	0.00	0.00	0.0	0.00	200.00	200.00	100.0
Contract Services / Comm & IT	10663041000	0.00	0.00	0.00	0.0	0.00	8,400.00	8,400.00	100.0
<b>Total Service Expenses</b>		<b>\$352,566.72</b>	<b>\$0.00</b>	<b>\$(352,566.72)</b>	<b>0.0 %</b>	<b>\$854,459.13</b>	<b>\$1,537,573.00</b>	<b>\$683,113.87</b>	<b>44.4 %</b>
<b>Capital Expenses</b>									
Capital Outlay/ Admin.	10772010000	\$3,479.00	\$0.00	\$(3,479.00)	0.0 %	\$263,851.55	\$1,700,000.00	\$1,436,148.45	84.5 %
Capital Outlay/Vehicles/OPS	10773030000	0.00	0.00	0.00	0.0	5,303.07	2,037,765.00	2,032,461.93	99.7
Capital Outlay/ Vehicles/ CARTA	10773035000	0.00	0.00	0.00	0.0	0.00	25,000.00	25,000.00	100.0
Capital Outlay - Vehicles/OPS - Non Cap	10773130000	0.00	0.00	0.00	0.0	(131.95)	30,000.00	30,131.95	100.4
Capital Outlay/ Equip/ OPS	10774030000	0.00	0.00	0.00	0.0	36,515.69	92,262.00	55,746.31	60.4
Capital Outlay - Comm/IT	10775041000	0.00	0.00	0.00	0.0	18,858.27	270,000.00	251,141.73	93.0



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(Original Budget to Actual Comparison)  
For the period of 11/1/2016 Through 11/30/2016

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<b>Total Capital Expenses</b>		<b>\$3,479.00</b>	<b>\$0.00</b>	<b>\$(3,479.00)</b>	<b>0.0 %</b>	<b>\$324,396.63</b>	<b>\$4,155,027.00</b>	<b>\$3,830,630.37</b>	<b>92.2 %</b>
<b>Total Expenses</b>		<b>\$1,629,554.28</b>		<b>\$(1,629,554.28)</b>		<b>\$8,820,324.55</b>	<b>\$23,035,718.00</b>	<b>\$14,215,393.45</b>	<b>61.7 %</b>
<b>Income (Loss) from Operations</b>		<b>\$3,335,521.93</b>	<b>\$0.00</b>	<b>\$3,335,521.93</b>	<b>0.0 %</b>	<b>\$(2,105,969.01)</b>	<b>\$(4,200,836.00)</b>	<b>\$2,094,866.99</b>	<b>49.9 %</b>
<u><b>Contingency</b></u>									
Interest Income-Cap Rsv Fund	10490100000	\$486.83	\$0.00	\$486.83	0.0 %	\$2,820.69	\$0.00	\$2,820.69	0.0 %
Funded Contingency/Admin	10780010000	0.00	0.00	0.00	0.0	0.00	(84,205.00)	84,205.00	100.0
Funded Contingency/Prevention	10780020000	0.00	0.00	0.00	0.0	0.00	(25,312.00)	25,312.00	100.0
Funded Contingency/OPS	10780030000	0.00	0.00	0.00	0.0	0.00	(687,232.00)	687,232.00	100.0
Funded Contingency/Training	10780035000	0.00	0.00	0.00	0.0	0.00	(24,340.00)	24,340.00	100.0
Funded Contingency/Tech Serv	10780041000	0.00	0.00	0.00	0.0	0.00	(44,845.00)	44,845.00	100.0
Funded Contingency/Facilities	10780043000	0.00	0.00	0.00	0.0	0.00	(17,209.00)	17,209.00	100.0
Funded Contingency/Fleet Main	10780048000	0.00	0.00	0.00	0.0	0.00	(47,474.00)	47,474.00	100.0
Funded Contingency/Warehouse	10780049000	0.00	0.00	0.00	0.0	0.00	(13,418.00)	13,418.00	100.0
<b>Total Contingency</b>		<b>\$486.83</b>	<b>\$0.00</b>	<b>\$486.83</b>	<b>0.0 %</b>	<b>\$2,820.69</b>	<b>\$(944,035.00)</b>	<b>\$946,855.69</b>	<b>100.3 %</b>
<b>Net Income (Loss)</b>		<b>\$3,336,008.76</b>	<b>\$0.00</b>	<b>\$3,336,008.76</b>	<b>0.0 %</b>	<b>\$(2,103,148.32)</b>	<b>\$(5,144,871.00)</b>	<b>\$3,041,722.68</b>	<b>59.1 %</b>

12/13/16  
7:55:35 AM

**CAFMA-Central Arizona Fire and Medical**  
**Balance Sheet**  
**As of 11/30/2016**

**Assets**

**Current Assets**

Cash with Yavapai County	\$5,182,016.70	
Capital Reserve Fund	2,088,035.82	
Accounts Receivable	(326,842.03)	
Misc. Receivables	(7,311.75)	
Retiree/Insurance Receivable	59,272.01	
<b>Total Current Assets</b>		<b>\$6,995,170.75</b>

**Total Assets**

**\$6,995,170.75**

**Liabilities and Net Assets**

**Current Liabilities**

Accrued Payroll Expenses	\$63.34	
Credit Card Payable	(5,584.11)	
ASRS Payable	0.04	
Medical Insurance Withheld	13,118.15	
Dental Insurance Withheld	4,985.60	
Vision Insurance Withheld	520.92	
<b>Total Current Liabilities</b>		<b>\$13,103.94</b>

**Total Liabilities**

**\$13,103.94**

**Net Assets**

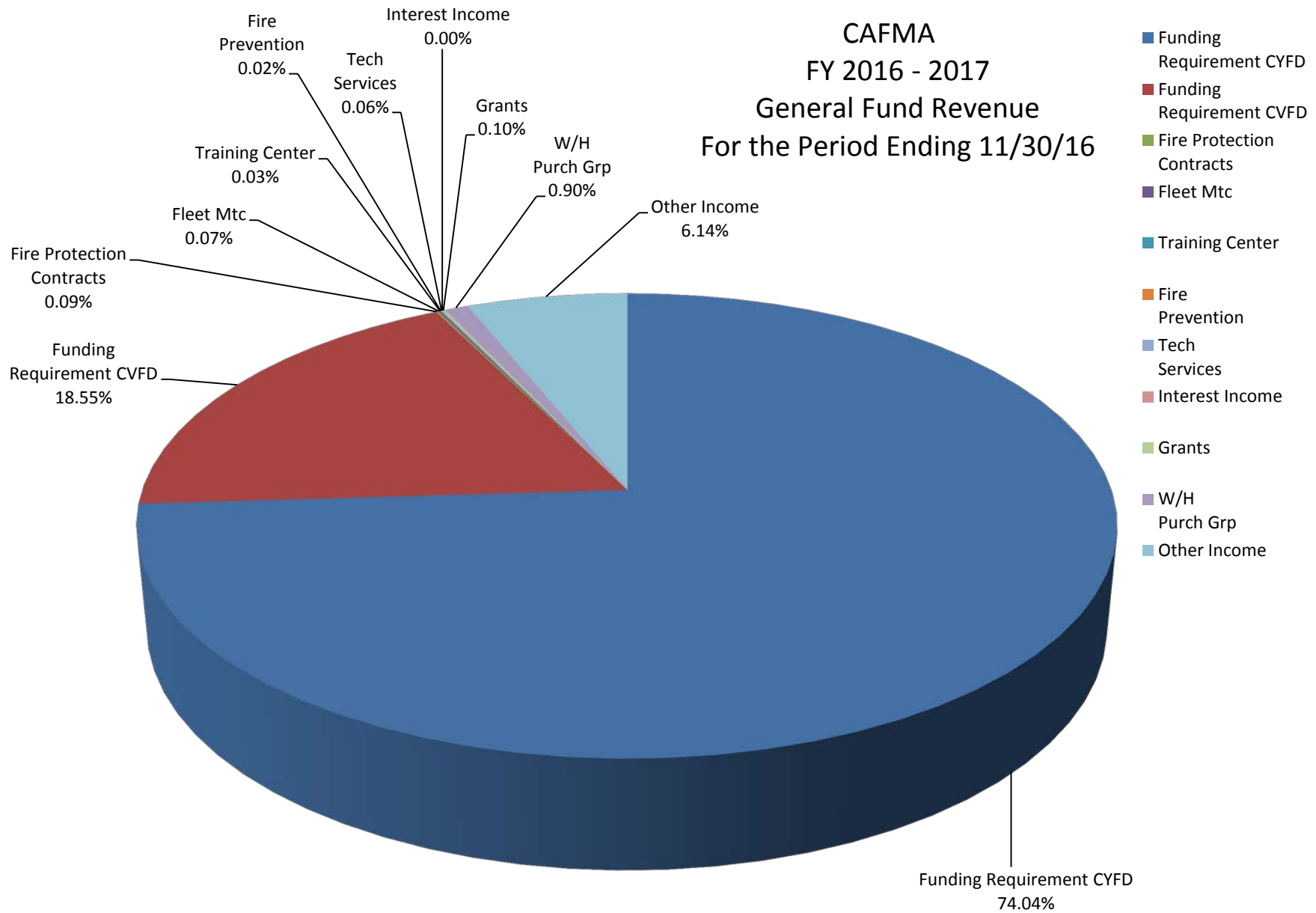
Fund Balance	\$9,085,215.13	
Current Year Net Assets	(2,103,148.32)	
<b>Total Net Assets</b>		<b>6,982,066.81</b>
<b>Total Liabilities and Net Assets</b>		<b>\$6,995,170.75</b>

# CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY

## REVENUE

	Current Month Revenue	YTD Budget	
Funding Requirement			
CYFD	\$ 3,676,329	\$ 14,449,633	74.04
Funding			
Requirement CVFD	\$ 921,034	\$ 3,850,599	18.55
Fire Protection			
Contracts	\$ 4,307	\$ 124,000	0.09
Fleet Mtc	\$ 3,683	\$ 24,750	0.07
Training Center	\$ 1,420	\$ 39,000	0.03
Fire			
Prevention	\$ 800	\$ 48,300	0.02
Tech			
Services	\$ 2,889	\$ 135,000	0.06
Interest Income	\$ 217	\$ 21,000	0.00
Grants	\$ 5,039	\$ -	0.10
W/H			
Purch Grp	\$ 44,491	\$ 50,000	0.90
Other Income	\$ 304,866	\$ 92,600	6.14
	\$ 4,965,076	\$ 18,834,882	100.00

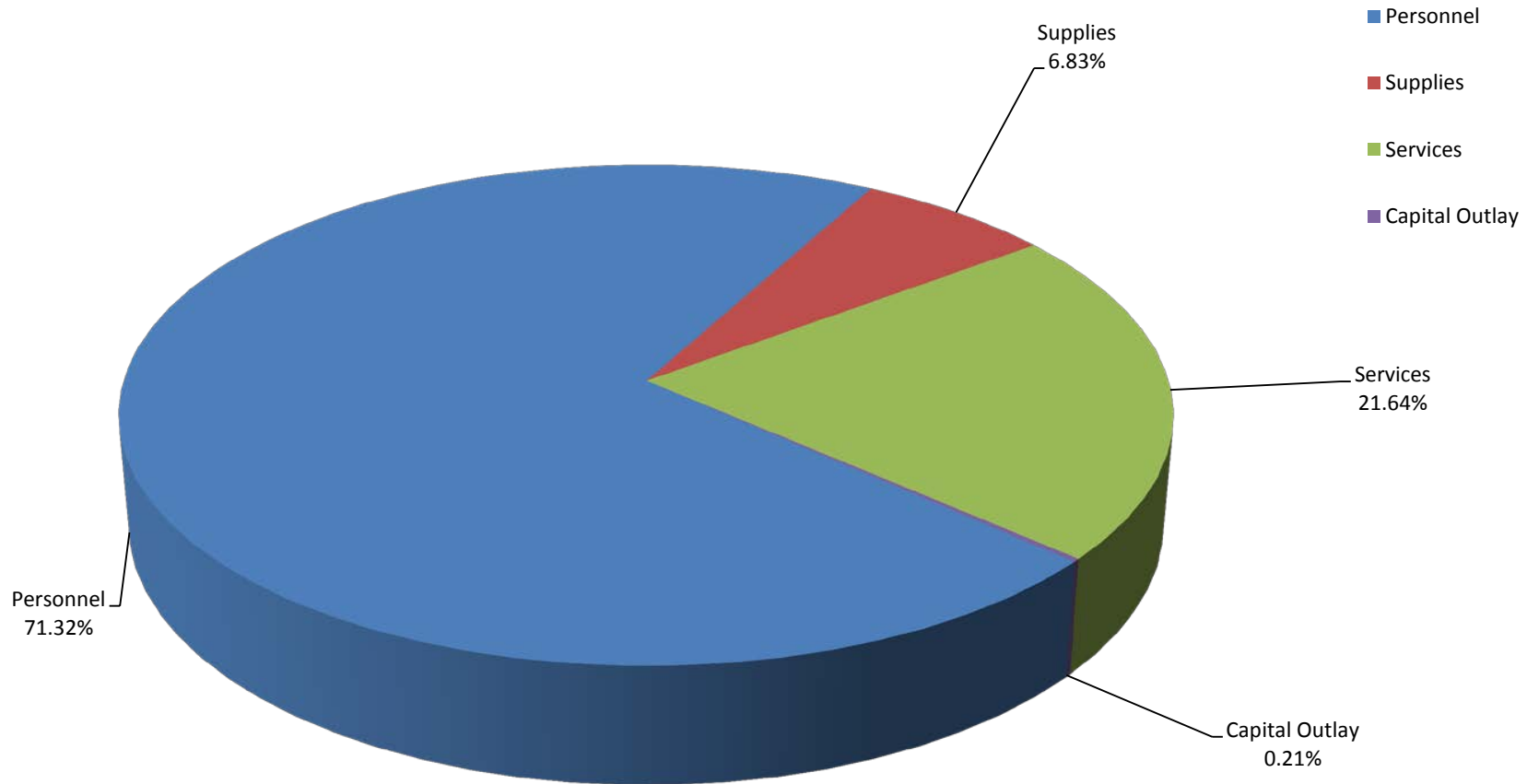
CAFMA  
FY 2016 - 2017  
General Fund Revenue  
For the Period Ending 11/30/16



**CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY****EXPENSES**

Current Month Actual		YTD Budget	
Personnel	\$ 1,162,256	\$ 15,738,508	71.32
Supplies	\$ 111,252	\$ 1,604,610	6.83
Services	\$ 352,567	\$ 1,537,573	21.64
Capital Outlay	\$ 3,479	\$ 4,155,027	0.21
	\$ 1,629,554	\$ 23,035,718	100

CAFMA  
FY 2016 - 2017  
General Fund Expenditures  
For the Period Ending 11/30/16





## 2016 - 2017 Cash Flow by Month : December Board Meeting

	Actual July	Actual Aug.	Actual Sept.	Actual Oct.	Actual Nov.	Projected						
						Dec.	Jan.	Feb.	March	April	May	June
<b>Revenues:</b>												
CYFD/CVFD Funding Requirements	-	149,788	82,103	989,975	4,597,363	1,525,019	1,525,019	1,525,019	1,525,019	1,525,019	1,525,019	1,525,019
Fire Protection Contracts	12,799	35,086	44,510	5,773	4,307	10,333	10,333	10,333	10,333	10,333	10,333	10,333
Fee for Service	1,838	12,258	44,541	29,573	8,792	20,587	20,587	20,587	20,587	20,587	20,587	20,587
Interest Income	-	555	375	326	217	1,750	1,750	1,750	1,750	1,750	1,750	1,750
Grants	-	-	-	-	5,039	-	-	-	-	-	-	-
Misc. Non Levy	56,852	26,000	66,149	190,534	349,358	330,426	330,426	330,426	330,426	330,426	330,426	330,426
<b>Revenue Totals:</b>	<b>71,489</b>	<b>223,688</b>	<b>237,678</b>	<b>1,216,181</b>	<b>4,965,076</b>	<b>1,888,115</b>	<b>1,888,115</b>	<b>1,888,115</b>	<b>1,888,115</b>	<b>1,888,115</b>	<b>1,888,115</b>	<b>1,888,115</b>

<b>Expenditures:</b>												
Personnel Costs	1,530,164	1,774,832	1,447,444	1,162,012	1,162,256	1,311,542	1,311,542	1,311,542	1,311,542	1,311,542	1,311,542	1,311,542
Supplies/ Consum.	50,829	174,848	124,897	102,932	111,252	133,718	133,718	133,718	133,718	133,718	133,718	133,718
Utilities	22,674	26,935	17,095	14,364	17,906	21,448	21,448	21,448	21,448	21,448	21,448	21,448
Misc. Service Expenses	30,599	212,698	114,066	63,367	334,661	106,683	106,683	106,683	106,683	106,683	106,683	106,683
Capital Expenses	-	290,829	16,928	9,019	3,479	346,252	346,252	346,252	346,252	346,252	346,252	346,252
<b>Expenditure Totals:</b>	<b>1,634,266</b>	<b>2,480,143</b>	<b>1,720,431</b>	<b>1,351,694</b>	<b>1,629,554</b>	<b>1,919,643</b>	<b>1,919,643</b>	<b>1,919,643</b>	<b>1,919,643</b>	<b>1,919,643</b>	<b>1,919,643</b>	<b>1,919,643</b>

Monthly Net Cash    (1,562,777)   (2,256,455)   (1,482,754)   (135,513)   3,335,522    (31,528)    (31,528)    (31,528)    (31,528)    (31,528)    (31,528)    (31,528)

Cumulative Net Cash    (219,418)   (2,475,873)   (3,958,627)   (4,094,140)   (758,618)    (790,146)    (821,674)    (853,202)    (884,730)    (916,258)    (947,786)    (979,314)

Cash Balance    1,343,359    (913,096)   (2,395,850)   (2,531,363)    804,159

(\$1.3 M carryover)

Capital Reserve    5,085,215    3,086,116    3,087,053    2,087,549    2,088,036

\$2,088,035.82 Bal.

The Central Arizona Fire and Medical Authority Board of Directors have reviewed and approved the following financial documents to include Income Statements, Balance Sheets, and Bank Reconciliations with supporting documents, Revenue and Expenditure Graphs, and Cash Flow Projections in compliance with A.R.S. § 48-805, 807.

CAFMA General Fund

_____	_____
Fire Board Chairperson	Date

_____	_____
Fire Board Clerk	Date



**CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY**  
**CHECK RECONCILIATION NOVEMBER, 2016**

**Reconciliation:**

Beginning Balance:	\$ 1,871,053.32
Deposits:	\$ 385,801.61
Transfers:	\$ -
Voided Checks From Prior Months:	\$ (60.05)
Disbursements:	\$ (1,419,091.79)
Errors Made By County Treasurer:	\$ (253,049.70)
Transfer from CVFD & CYFD	\$ 4,597,363.31
<b>Ending Balance:</b>	<b>\$ 5,182,016.70</b>

**Difference Between Balances:** \$ -

**Bank Statement Balance:**

Balance Per Bank:	\$ 5,187,386.49
Outstanding Checks:	\$ (5,309.74)
Outstanding Deposits:	\$ -
Voided Checks From Prior Months:	\$ (60.05)

**Ending Balance:** \$ 5,182,016.70

**G/L Ending Balance:** \$ 5,182,016.70

\$ -

\$ 5,182,016.70

**Deposits Per Bank Statement:**

Transfer In From Capital Reserve:	\$ -
Fire District Deposits:	\$ 385,584.78
Interest Income:	\$ 216.83
Transfer In From CVFD:	\$ 921,033.94
Transfer In From CYFD:	\$ 3,676,329.37

**Ending Balance:** \$ 4,983,164.92

**Bank Reconciliation Register:**

Checks From Accounts Payable:	\$ 1,419,091.79
Checks From Payroll:	\$ -
<b>Total Checks:</b>	<b>\$ 1,419,091.79</b>

Deposits From Accounts Receivable:	\$ 385,584.78
Journal Entries From General Ledger:	\$ 4,850,629.84
Error Made by County Treasurer:	\$ (252,786.08)
Error Made by County Treasurer:	\$ (263.62)
NSF Checks Returned:	\$ -
Outstanding Deposit:	\$ -
<b>Ending Balance:</b>	<b>\$ 4,983,164.92</b>

**Reconciliation Approved By:**

  
 Scott Freitag, Fire Chief

12/13/16

**Reconciliation Reviewed By:**

  
 David Tharp, Assistant Chief of Administration

12/13/16

**Reconciliation Prepared By:**

  
 Debbie Spingola, Finance Manager

12-13-16

**CAFMA-Central Arizona Fire and Medical**  
**Bank Reconciliation Summary**  
For the Bank Statement ending: 11/30/2016

BANK CONTROL ID: CAFMA - GENERAL FUND		DESC: GENERAL FUND	ACCOUNT NO: 1100
Beginning Balance:	11/01/16		\$1,880,034.87
Deposits and Credits:			\$4,983,164.92
Checks and Charges:			(\$1,675,813.30)
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			<u>\$5,187,386.49</u>
Ending Balance Per Bank Statement:	11/30/16		\$5,187,386.49
* Outstanding Deposits and Credits:	11/30/16		\$0.00
* Outstanding Checks and Charges:	11/30/16		<u>(\$5,309.74)</u>
Ending Book Balance:	11/30/16		<u>\$5,182,076.75</u>

\* Outstanding amounts are all outstanding credits and charges dated prior or equal to the Reconciliation date.

**CAFMA-Central Arizona Fire and Medical**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 11/30/16

CAFMA	General Fund	General Fund	1100
Date	Document	Description	Module Company Amount
07/01/16	001001	Allan's Flowers	AP CAFMA \$60.05
08/29/16	70001170	Tri-City Taxi Service	AP CAFMA \$18.00
09/12/16	70001211	AZ Center for Fire Svc Excel	AP CAFMA \$750.00
09/26/16	70001285	Arizona Dept. of Public Safety	AP CAFMA \$44.00
09/26/16	70001286	Arizona Dept. of Public Safety	AP CAFMA \$20.00
10/07/16	70001376	A-1 Bulk Water Delivery Sv Inc	AP CAFMA \$150.00
10/07/16	70001391	Arizona Department of Revenue	AP CAFMA \$1,815.61
10/07/16	70001397	AZ Center for Fire Svc Excel	AP CAFMA \$400.00
10/24/16	70001488	Arizona State Retirement Sys	AP CAFMA \$117.72
10/24/16	70001490	Auto Trim Plus LLC	AP CAFMA \$755.27
10/24/16	70001519	Entenmann-Rovin Co.	AP CAFMA \$1,711.50
10/24/16	70001521	Gabby's Grill	AP CAFMA \$225.00
10/24/16	70001526	HME, Inc.	AP CAFMA \$109.15
10/24/16	70001528	Matheson Tri-Gas, Inc.	AP CAFMA \$266.14
10/24/16	70001542	Rosenbauer South Dakota, LLC	AP CAFMA \$333.66
10/24/16	70001545	SCOTT SAFETY	AP CAFMA \$54.22
10/24/16	70001551	Town of Prescott Valley	AP CAFMA \$1,121.96
10/24/16	70001553	T-Shirt Antics	AP CAFMA \$59.59
10/24/16	70001555	United Disposal, Inc	AP CAFMA \$180.00
10/24/16	70001559	Yavapai Fleet & Industrial War	AP CAFMA \$74.93
10/24/16	70001560	Yavapai Co Comm. College Distr	AP CAFMA \$660.00
11/07/16	70001561	A2Z Home Center, LLC	AP CAFMA \$11.83
11/07/16	70001562	Action Graphics	AP CAFMA \$7,889.63
11/07/16	70001563	American Express, Inc.	AP CAFMA \$2,088.02
11/07/16	70001565	APEHP	AP CAFMA \$20,379.06
11/07/16	70001566	APEHP	AP CAFMA \$111,956.00
11/07/16	70001568	APS	AP CAFMA \$4,994.85
11/07/16	70001570	Arizona Department of Revenue	AP CAFMA \$686.07
11/07/16	70001571	Arizona State Retirement Sys	AP CAFMA \$13,054.58
11/07/16	70001572	Auto Trim Plus LLC	AP CAFMA \$197.94
11/07/16	70001573	Avesis Insurance Company	AP CAFMA \$1,225.80
11/07/16	70001574	Bennett Oil	AP CAFMA \$618.52
11/07/16	70001575	Best Pick Disposal, Inc	AP CAFMA \$403.03
11/07/16	70001576	Bound Tree Medical LLC	AP CAFMA \$21,837.85
11/07/16	70001580	Brackman's Paint & Body, Inc	AP CAFMA \$1,222.42
11/07/16	70001581	B & W Fire Security Systems	AP CAFMA \$3,109.20
11/07/16	70001582	Carquest Auto Parts, LLC	AP CAFMA \$39.51
11/07/16	70001583	Cable One Business	AP CAFMA \$26.10
11/07/16	70001584	CareScape, Inc	AP CAFMA \$385.00
11/07/16	70001585	CenturyLink	AP CAFMA \$53.32
11/07/16	70001586	CenturyLink	AP CAFMA \$1,738.44
11/07/16	70001588	CenturyLink	AP CAFMA \$0.80
11/07/16	70001589	Chase Bank	AP CAFMA \$329,113.90
11/07/16	70001590	City of Prescott	AP CAFMA \$205.68
11/07/16	70001591	Copper State Supply, Inc	AP CAFMA \$338.19
11/07/16	70001592	Cummins Rocky Mountain LLC	AP CAFMA \$4,401.70
11/07/16	70001593	CYMA Systems, Inc.	AP CAFMA \$2,900.00
11/07/16	70001594	D.E.S. Service, Inc	AP CAFMA \$180.00
11/07/16	70001595	FDC Rescue Products	AP CAFMA \$60.67
11/07/16	70001596	FEDEX	AP CAFMA \$32.47
11/07/16	70001597	Xerox Business Services, LLC	AP CAFMA \$10,215.00
11/07/16	70001598	Freightliner of AZ, LLC	AP CAFMA \$847.36
11/07/16	70001599	Galpin Ford, Inc.	AP CAFMA \$927.18
11/07/16	70001600	Globalstar	AP CAFMA \$80.39
11/07/16	70001601	Guaranteed Door Service	AP CAFMA \$1,295.49
11/07/16	70001602	Hillyard-Flagstaff	AP CAFMA \$566.29
11/07/16	70001603	Hung-Rite Doors	AP CAFMA \$613.59
11/07/16	70001604	INDUSTRIAL RECYCLING SOLUTIONS	AP CAFMA \$301.76
11/07/16	70001605	Interstate Batteries	AP CAFMA \$498.19
11/07/16	70001606	Kendhammer and Partners, LLP	AP CAFMA \$6,092.87
11/07/16	70001607	THE MACHINE SHOP	AP CAFMA \$633.13
11/07/16	70001608	Matheson Tri-Gas, Inc.	AP CAFMA \$107.22

**CAFMA-Central Arizona Fire and Medical**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 11/30/16

CAFMA	General Fund	General Fund	1100
Date	Document	Description	Module Company Amount
11/07/16	70001609	Mitchell Repair Info. Comp LLC	AP CAFMA \$356.17
11/07/16	70001610	EvP International, LLC	AP CAFMA \$25.85
11/07/16	70001611	NAPA Auto Parts	AP CAFMA \$1,476.72
11/07/16	70001615	Nationwide Retirement Solution	AP CAFMA \$12,318.74
11/07/16	70001616	Nationwide Retirement Solution	AP CAFMA \$18,963.27
11/07/16	70001617	Nationwide Retirement Solution	AP CAFMA \$7,323.87
11/07/16	70001618	Nationwide Retirement Solution	AP CAFMA \$4,228.46
11/07/16	70001619	O'Reilly Auto Parts	AP CAFMA \$3.81
11/07/16	70001620	SLG Enterprises, LLC	AP CAFMA \$479.00
11/07/16	70001621	Prescott Upholstery, Inc.	AP CAFMA \$474.35
11/07/16	70001622	Prescott Winlectric Co.	AP CAFMA \$228.63
11/07/16	70001623	Provantage	AP CAFMA \$209.21
11/07/16	70001624	Public Safety Personnel Retire	AP CAFMA \$137,149.31
11/07/16	70001625	Prescott Valley Ace Hardware	AP CAFMA \$777.03
11/07/16	70001627	Rana Fire Protection LLC	AP CAFMA \$104.00
11/07/16	70001628	SC Audit & Accounting Solution	AP CAFMA \$3,180.00
11/07/16	70001629	Sharp Business Systems	AP CAFMA \$38.09
11/07/16	70001630	Besonson Tools LLC	AP CAFMA \$52.28
11/07/16	70001631	Spartan Motors, Inc.	AP CAFMA \$232.83
11/07/16	70001632	Standard Insurance Group	AP CAFMA \$1,363.00
11/07/16	70001633	Support Payment Clearinghouse	AP CAFMA \$3,653.84
11/07/16	70001634	Tessco, Inc.	AP CAFMA \$399.54
11/07/16	70001635	Town of Prescott Valley	AP CAFMA \$93.79
11/07/16	70001636	Unisource Energy Services	AP CAFMA \$2,440.19
11/07/16	70001638	United Uniforms	AP CAFMA \$283.00
11/07/16	70001639	University Termite & Pest Cont	AP CAFMA \$110.00
11/07/16	70001640	US Bank Voyager Fleet Systems	AP CAFMA \$7,613.26
11/07/16	70001641	W.W.WILLIAMS	AP CAFMA \$1,098.72
11/07/16	70001642	Xerox Corporation	AP CAFMA \$642.31
11/07/16	70001643	Zebrascares LLC	AP CAFMA \$300.00
11/21/16	70001645	American Fence Co, Inc	AP CAFMA \$241.66
11/21/16	70001646	APEHP	AP CAFMA \$20,610.06
11/21/16	70001647	APS	AP CAFMA \$7,698.42
11/21/16	70001649	Arizona Ambulance Assn, Inc	AP CAFMA \$200.00
11/21/16	70001650	Arbor Art	AP CAFMA \$950.00
11/21/16	70001651	Arrow International, Inc.	AP CAFMA \$330.71
11/21/16	70001652	Auto Trim Plus LLC	AP CAFMA \$1,328.23
11/21/16	70001653	Bennett Oil	AP CAFMA \$2,602.28
11/21/16	70001654	Bound Tree Medical LLC	AP CAFMA \$14,343.31
11/21/16	70001657	B & W Fire Security Systems	AP CAFMA \$1,098.00
11/21/16	70001659	Cable One Business	AP CAFMA \$1,092.30
11/21/16	70001660	CenturyLink	AP CAFMA \$716.48
11/21/16	70001661	CenturyLink	AP CAFMA \$55.83
11/21/16	70001662	Chase Bank	AP CAFMA \$339,716.90
11/21/16	70001664	Chase Card Services	AP CAFMA \$15,962.34
11/21/16	70001674	Chief Supply Corp	AP CAFMA \$571.49
11/21/16	70001675	City of Prescott	AP CAFMA \$35,429.45
11/21/16	70001676	City of Prescott	AP CAFMA \$273.69
11/21/16	70001677	ColumbiaSoft Corporation	AP CAFMA \$3,712.00
11/21/16	70001678	Curtis Tools for Heroes	AP CAFMA \$435.49
11/21/16	70001679	Dish Network	AP CAFMA \$103.04
11/21/16	70001681	ECMS, Inc.	AP CAFMA \$182.83
11/21/16	70001683	FEDEX	AP CAFMA \$27.84
11/21/16	70001685	Freightliner of AZ, LLC	AP CAFMA \$1,731.62
11/21/16	70001686	W.W. Grainger, Inc.	AP CAFMA \$133.74
11/21/16	70001687	Headwaters Architecture P.C.	AP CAFMA \$3,000.00
11/21/16	70001688	Hillyard-Flagstaff	AP CAFMA \$625.70
11/21/16	70001689	HME, Inc.	AP CAFMA \$108.94
11/21/16	70001690	Interstate Batteries	AP CAFMA \$185.37
11/21/16	70001692	The Lighthouse, Inc	AP CAFMA \$68.68
11/21/16	70001693	Life Line Ambulance Service	AP CAFMA \$414.00
11/21/16	70001695	MerIt Technology Partners	AP CAFMA \$7,310.01

**CAFMA-Central Arizona Fire and Medical**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 11/30/16

CAFMA General Fund		General Fund			1100
Date	Document	Description	Module	Company	Amount
11/21/16	70001696	Med-Tech Resource Inc	AP	CAFMA	\$187.02
11/21/16	70001697	Motorola Solutions, Inc	AP	CAFMA	\$127.74
11/21/16	70001698	Nationwide Retirement Solution	AP	CAFMA	\$12,206.28
11/21/16	70001699	Nationwide Retirement Solution	AP	CAFMA	\$18,837.46
11/21/16	70001700	Nationwide Retirement Solution	AP	CAFMA	\$7,206.44
11/21/16	70001701	Nationwide Retirement Solution	AP	CAFMA	\$4,194.77
11/21/16	70001703	Physio Control Inc	AP	CAFMA	\$1,405.98
11/21/16	70001704	Provantage	AP	CAFMA	\$1,796.05
11/21/16	70001705	Pullins, Jon S	AP	CAFMA	\$119.13
11/21/16	70001706	Public Safety Personnel Retire	AP	CAFMA	\$136,357.19
11/21/16	70001707	Presc.Valley Chamber of Comm.	AP	CAFMA	\$25.00
11/21/16	70001708	R and R Auto and Truck Parts	AP	CAFMA	\$327.22
11/21/16	70001709	RWC Group	AP	CAFMA	\$428.94
11/21/16	70001710	SC Audit & Accounting Solution	AP	CAFMA	\$2,000.00
11/21/16	70001711	Staples Contract & Commerc.Inc	AP	CAFMA	\$1,911.39
11/21/16	70001713	Support Payment Clearinghouse	AP	CAFMA	\$3,653.84
11/21/16	70001714	SymbolArts, LLC	AP	CAFMA	\$410.80
11/21/16	70001715	Tessco, Inc.	AP	CAFMA	\$381.05
11/21/16	70001718	Turbo & Electric Sales & Srvc	AP	CAFMA	\$34.64
11/21/16	70001719	Unisource Energy Services	AP	CAFMA	\$103.99
11/21/16	70001720	Vern Lewis Welding Supply Inc	AP	CAFMA	\$8.18
11/21/16	70001721	Verizon Wireless	AP	CAFMA	\$3,074.91
11/21/16	70001722	Xerox Corporation	AP	CAFMA	\$725.10
11/21/16	70001723	Zebrascares LLC	AP	CAFMA	\$165.00
11/30/16	001001	Allan's Flowers	AP	CAFMA	(\$60.05)
11/30/16	Cash With YavCty	Error Made By County Treasurer	GL	CAFMA	\$252,786.08
11/30/16	Cash With YavCty	Error Made By County Treasurer	GL	CAFMA	\$263.62
TOTAL CHECKS AND CHARGES CLEARED:					<u>\$1,675,813.30</u>

**CAFMA-Central Arizona Fire and Medical**  
BR Checks and Charges Outstanding  
For the Bank Statement ending: 11/30/16

CAFMA General Fund		General Fund			1100
Date	Document	Description	Module	Company	Amount
10/24/16	70001520	Firefighter Angel Foundation	AP	CAFMA	\$54.75
11/21/16	70001644	A-1 Bulk Water Delivery Sv Inc	AP	CAFMA	\$150.00
11/21/16	70001680	Earth Resources Corp.	AP	CAFMA	\$1,408.96
11/21/16	70001682	International Chemical Systems	AP	CAFMA	\$132.18
11/21/16	70001684	Firefighter Angel Foundation	AP	CAFMA	\$5.00
11/21/16	70001691	Ipson, Cory	AP	CAFMA	\$11.00
11/21/16	70001694	Loney, Conrad	AP	CAFMA	\$26.18
11/21/16	70001702	Northern Arizona Tire	AP	CAFMA	\$2,282.82
11/21/16	70001716	Town of Prescott Valley	AP	CAFMA	\$1,238.85
TOTAL CHECKS AND CHARGES OUTSTANDING:					<u>\$5,309.74</u>

**CAFMA-Central Arizona Fire and Medical**  
BR Deposits and Credits Cleared  
For the Bank Statement ending: 11/30/16

CAFMA General Fund		General Fund			1100
Date	Document	Description	Module	Company	Amount
11/08/16	0174	Deposit	AR	CAFMA	\$288,954.94
11/08/16	0175	Deposit	AR	CAFMA	\$34,593.51
11/08/16	0176	Deposit	AR	CAFMA	\$2,981.48
11/17/16	Transfer in GF	Transfer in of October Revenue	GL	CAFMA	\$4,597,363.31
11/23/16	0177	Deposit	AR	CAFMA	\$14,004.25
11/23/16	0178	Deposit	AR	CAFMA	\$11,055.13
11/23/16	0180	Deposit	AR	CAFMA	\$4,400.24
11/30/16	0179	Deposit	AR	CAFMA	\$29,270.23
11/30/16	0181	Deposit	AR	CAFMA	\$325.00
11/30/16	Cash With Yav Cty	Interest Revenue	GL	CAFMA	\$216.83
TOTAL DEPOSITS AND CREDITS CLEARED:					<u>\$4,983,164.92</u>

**CAFMA-Central Arizona Fire and Medical**  
**BR Deposits and Credits Outstanding**  
For the Bank Statement ending:

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
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TOTAL DEPOSITS AND CREDITS OUTSTANDING:



Bank Reconciliation Register

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
<b>MODULE: CHECKS FROM ACCOUNTS PAYABLE</b>						
<b>BANK CONTROL ID: CAFMA - GENERAL FUND</b>						
001001	11/30/16	Marked	Yes	Allan's Flowers	12/12/16	(\$60.05)
70001561	11/07/16	Marked	No	A2Z Home Center, LLC	12/12/16	\$11.83
70001562	11/07/16	Marked	No	Action Graphics	12/12/16	\$7,889.63
70001563	11/07/16	Marked	No	American Express, Inc.	12/12/16	\$2,088.02
70001565	11/07/16	Marked	No	APEHP	12/12/16	\$20,379.06
70001566	11/07/16	Marked	No	APEHP	12/12/16	\$111,956.00
70001568	11/07/16	Marked	No	APS	12/12/16	\$4,994.85
70001570	11/07/16	Marked	No	Arizona Department of Revenue	12/12/16	\$686.07
70001571	11/07/16	Marked	No	Arizona State Retirement Sys	12/12/16	\$13,054.58
70001572	11/07/16	Marked	No	Auto Trim Plus LLC	12/12/16	\$197.94
70001573	11/07/16	Marked	No	Avesis Insurance Company	12/12/16	\$1,225.80
70001574	11/07/16	Marked	No	Bennett Oil	12/12/16	\$618.52
70001575	11/07/16	Marked	No	Best Pick Disposal, Inc	12/12/16	\$403.03
70001576	11/07/16	Marked	No	Bound Tree Medical LLC	12/12/16	\$21,837.85
70001580	11/07/16	Marked	No	Brackman's Paint & Body, Inc	12/12/16	\$1,222.42
70001581	11/07/16	Marked	No	B & W Fire Security Systems	12/12/16	\$3,109.20
70001582	11/07/16	Marked	No	Carquest Auto Parts, LLC	12/12/16	\$39.51
70001583	11/07/16	Marked	No	Cable One Business	12/12/16	\$26.10
70001584	11/07/16	Marked	No	CareScape, Inc	12/12/16	\$385.00
70001585	11/07/16	Marked	No	CenturyLink	12/12/16	\$53.32
70001586	11/07/16	Marked	No	CenturyLink	12/12/16	\$1,738.44
70001588	11/07/16	Marked	No	CenturyLink	12/12/16	\$0.80
70001589	11/07/16	Marked	No	Chase Bank	12/12/16	\$329,113.90
70001590	11/07/16	Marked	No	City of Prescott	12/12/16	\$205.68
70001591	11/07/16	Marked	No	Copper State Supply, Inc	12/12/16	\$338.19
70001592	11/07/16	Marked	No	Cummins Rocky Mountain LLC	12/12/16	\$4,401.70
70001593	11/07/16	Marked	No	CYMA Systems, Inc.	12/12/16	\$2,900.00
70001594	11/07/16	Marked	No	D.E.S. Service, Inc	12/12/16	\$180.00
70001595	11/07/16	Marked	No	FDC Rescue Products	12/12/16	\$60.67
70001596	11/07/16	Marked	No	FEDEX	12/12/16	\$32.47
70001597	11/07/16	Marked	No	Xerox Business Services, LLC	12/12/16	\$10,215.00
70001598	11/07/16	Marked	No	Freightliner of AZ, LLC	12/12/16	\$847.36
70001599	11/07/16	Marked	No	Galpin Ford, Inc.	12/12/16	\$927.18
70001600	11/07/16	Marked	No	Globalstar	12/12/16	\$80.39
70001601	11/07/16	Marked	No	Guaranteed Door Service	12/12/16	\$1,295.49
70001602	11/07/16	Marked	No	Hillyard-Flagstaff	12/12/16	\$566.29
70001603	11/07/16	Marked	No	Hung-Rite Doors	12/12/16	\$613.59
70001604	11/07/16	Marked	No	INDUSTRIAL RECYCLING SOLUTIONS	12/12/16	\$301.76
70001605	11/07/16	Marked	No	Interstate Batteries	12/12/16	\$498.19
70001606	11/07/16	Marked	No	Kendhammer and Partners, LLP	12/12/16	\$6,092.87
70001607	11/07/16	Marked	No	THE MACHINE SHOP	12/12/16	\$633.13
70001608	11/07/16	Marked	No	Matheson Tri-Gas, Inc.	12/12/16	\$107.22
70001609	11/07/16	Marked	No	Mitchell Repair Info. Comp LLC	12/12/16	\$356.17
70001610	11/07/16	Marked	No	EvP International, LLC	12/12/16	\$25.85
70001611	11/07/16	Marked	No	NAPA Auto Parts	12/12/16	\$1,476.72
70001615	11/07/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$12,318.74
70001616	11/07/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$18,963.27
70001617	11/07/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$7,323.87
70001618	11/07/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$4,228.46
70001619	11/07/16	Marked	No	O'Reilly Auto Parts	12/12/16	\$3.81
70001620	11/07/16	Marked	No	SLG Enterprises, LLC	12/12/16	\$479.00
70001621	11/07/16	Marked	No	Prescott Upholstery, Inc.	12/12/16	\$474.35
70001622	11/07/16	Marked	No	Prescott Winlectric Co.	12/12/16	\$228.63
70001623	11/07/16	Marked	No	Provantage	12/12/16	\$209.21
70001624	11/07/16	Marked	No	Public Safety Personnel Retire	12/12/16	\$137,149.31
70001625	11/07/16	Marked	No	Prescott Valley Ace Hardware	12/12/16	\$777.03
70001627	11/07/16	Marked	No	Rana Fire Protection LLC	12/12/16	\$104.00
70001628	11/07/16	Marked	No	SC Audit & Accounting Solution	12/12/16	\$3,180.00
70001629	11/07/16	Marked	No	Sharp Business Systems	12/12/16	\$38.09
70001630	11/07/16	Marked	No	Besonson Tools LLC	12/12/16	\$52.28
70001631	11/07/16	Marked	No	Spartan Motors, Inc.	12/12/16	\$232.83
70001632	11/07/16	Marked	No	Standard Insurance Group	12/12/16	\$1,363.00

CAFMA-Central Arizona Fire and Medical

Bank Reconciliation Register

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
<b>MODULE: CHECKS FROM ACCOUNTS PAYABLE</b>						
<b>BANK CONTROL ID: CAFMA - GENERAL FUND</b>						<b>(CONTINUED)</b>
70001633	11/07/16	Marked	No	Support Payment Clearinghouse	12/12/16	\$3,653.84
70001634	11/07/16	Marked	No	Tessco, Inc.	12/12/16	\$399.54
70001635	11/07/16	Marked	No	Town of Prescott Valley	12/12/16	\$93.79
70001636	11/07/16	Marked	No	Unisource Energy Services	12/12/16	\$2,440.19
70001638	11/07/16	Marked	No	United Uniforms	12/12/16	\$283.00
70001639	11/07/16	Marked	No	University Termite & Pest Cont	12/12/16	\$110.00
70001640	11/07/16	Marked	No	US Bank Voyager Fleet Systems	12/12/16	\$7,613.26
70001641	11/07/16	Marked	No	W.W.WILLIAMS	12/12/16	\$1,098.72
70001642	11/07/16	Marked	No	Xerox Corporation	12/12/16	\$642.31
70001643	11/07/16	Marked	No	Zebrascares LLC	12/12/16	\$300.00
70001644	11/21/16	Retrieved	No	A-1 Bulk Water Delivery Sv Inc		\$150.00
70001645	11/21/16	Marked	No	American Fence Co, Inc	12/12/16	\$241.66
70001646	11/21/16	Marked	No	APEHP	12/12/16	\$20,610.06
70001647	11/21/16	Marked	No	APS	12/12/16	\$7,698.42
70001649	11/21/16	Marked	No	Arizona Ambulance Assn, Inc	12/12/16	\$200.00
70001650	11/21/16	Marked	No	Arbor Art	12/12/16	\$950.00
70001651	11/21/16	Marked	No	Arrow International, Inc.	12/12/16	\$330.71
70001652	11/21/16	Marked	No	Auto Trim Plus LLC	12/12/16	\$1,328.23
70001653	11/21/16	Marked	No	Bennett Oil	12/12/16	\$2,602.28
70001654	11/21/16	Marked	No	Bound Tree Medical LLC	12/12/16	\$14,343.31
70001657	11/21/16	Marked	No	B & W Fire Security Systems	12/12/16	\$1,098.00
70001659	11/21/16	Marked	No	Cable One Business	12/12/16	\$1,092.30
70001660	11/21/16	Marked	No	CenturyLink	12/12/16	\$716.48
70001661	11/21/16	Marked	No	CenturyLink	12/12/16	\$55.83
70001662	11/21/16	Marked	No	Chase Bank	12/12/16	\$339,716.90
70001664	11/21/16	Marked	No	Chase Card Services	12/12/16	\$15,962.34
70001674	11/21/16	Marked	No	Chief Supply Corp	12/12/16	\$571.49
70001675	11/21/16	Marked	No	City of Prescott	12/12/16	\$35,429.45
70001676	11/21/16	Marked	No	City of Prescott	12/12/16	\$273.69
70001677	11/21/16	Marked	No	ColumbiaSoft Corporation	12/12/16	\$3,712.00
70001678	11/21/16	Marked	No	Curtis Tools for Heroes	12/12/16	\$435.49
70001679	11/21/16	Marked	No	Dish Network	12/12/16	\$103.04
70001680	11/21/16	Retrieved	No	Earth Resources Corp.		\$1,408.96
70001681	11/21/16	Marked	No	ECMS, Inc.	12/12/16	\$182.83
70001682	11/21/16	Retrieved	No	International Chemical Systems		\$132.18
70001683	11/21/16	Marked	No	FEDEX	12/12/16	\$27.84
70001684	11/21/16	Retrieved	No	Firefighter Angel Foundation		\$5.00
70001685	11/21/16	Marked	No	Freightliner of AZ, LLC	12/12/16	\$1,731.62
70001686	11/21/16	Marked	No	W.W. Grainger, Inc.	12/12/16	\$133.74
70001687	11/21/16	Marked	No	Headwaters Architecture P.C.	12/12/16	\$3,000.00
70001688	11/21/16	Marked	No	Hillyard-Flagstaff	12/12/16	\$625.70
70001689	11/21/16	Marked	No	HME, Inc.	12/12/16	\$108.94
70001690	11/21/16	Marked	No	Interstate Batteries	12/12/16	\$185.37
70001691	11/21/16	Retrieved	No	Ipson, Cory		\$11.00
70001692	11/21/16	Marked	No	The Lighthouse, Inc	12/12/16	\$68.68
70001693	11/21/16	Marked	No	Life Line Ambulance Service	12/12/16	\$414.00
70001694	11/21/16	Retrieved	No	Loney, Conrad		\$26.18
70001695	11/21/16	Marked	No	MerIt Technology Partners	12/12/16	\$7,310.01
70001696	11/21/16	Marked	No	Med-Tech Resource Inc	12/12/16	\$187.02
70001697	11/21/16	Marked	No	Motorola Solutions, Inc	12/12/16	\$127.74
70001698	11/21/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$12,206.28
70001699	11/21/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$18,837.46
70001700	11/21/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$7,206.44
70001701	11/21/16	Marked	No	Nationwide Retirement Solution	12/12/16	\$4,194.77
70001702	11/21/16	Retrieved	No	Northern Arizona Tire		\$2,282.82
70001703	11/21/16	Marked	No	Physio Control Inc	12/12/16	\$1,405.98
70001704	11/21/16	Marked	No	Provantage	12/12/16	\$1,796.05
70001705	11/21/16	Marked	No	Pullins, Jon S	12/12/16	\$119.13
70001706	11/21/16	Marked	No	Public Safety Personnel Retire	12/12/16	\$136,357.19
70001707	11/21/16	Marked	No	Presc.Valley Chamber of Comm.	12/12/16	\$25.00
70001708	11/21/16	Marked	No	R and R Auto and Truck Parts	12/12/16	\$327.22
70001709	11/21/16	Marked	No	RWC Group	12/12/16	\$428.94

CAFMA-Central Arizona Fire and Medical

Bank Reconciliation Register

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
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MODULE: CHECKS FROM ACCOUNTS PAYABLE

BANK CONTROL ID: CAFMA - GENERAL FUND

(CONTINUED)

70001710	11/21/16	Marked	No	SC Audit & Accounting Solution	12/12/16	\$2,000.00
70001711	11/21/16	Marked	No	Staples Contract & Commmerc.Inc	12/12/16	\$1,911.39
70001713	11/21/16	Marked	No	Support Payment Clearinghouse	12/12/16	\$3,653.84
70001714	11/21/16	Marked	No	SymbolArts, LLC	12/12/16	\$410.80
70001715	11/21/16	Marked	No	Tessco, Inc.	12/12/16	\$381.05
70001716	11/21/16	Retrieved	No	Town of Prescott Valley		\$1,238.85
70001718	11/21/16	Marked	No	Turbo & Electric Sales & Srvc	12/12/16	\$34.64
70001719	11/21/16	Marked	No	Unisource Energy Services	12/12/16	\$103.99
70001720	11/21/16	Marked	No	Vern Lewis Welding Supply Inc	12/12/16	\$8.18
70001721	11/21/16	Marked	No	Verizon Wireless	12/12/16	\$3,074.91
70001722	11/21/16	Marked	No	Xerox Corporation	12/12/16	\$725.10
70001723	11/21/16	Marked	No	Zebrascares LLC	12/12/16	\$165.00

SUB TOTAL FOR BANK: \$1,419,091.79

TOTAL FOR MODULE: \$1,419,091.79

MODULE: DEPOSITS FROM ACCOUNTS RECEIVABLE

BANK CONTROL ID: CAFMA - GENERAL FUND

0174	11/08/16	Marked	No	Deposit	12/12/16	\$288,954.94
0175	11/08/16	Marked	No	Deposit	12/12/16	\$34,593.51
0176	11/08/16	Marked	No	Deposit	12/12/16	\$2,981.48
0177	11/23/16	Marked	No	Deposit	12/12/16	\$14,004.25
0178	11/23/16	Marked	No	Deposit	12/12/16	\$11,055.13
0179	11/30/16	Marked	No	Deposit	12/12/16	\$29,270.23
0180	11/23/16	Marked	No	Deposit	12/12/16	\$4,400.24
0181	11/30/16	Marked	No	Deposit	12/12/16	\$325.00

SUB TOTAL FOR BANK: \$385,584.78

TOTAL FOR MODULE: \$385,584.78

MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER

BANK CONTROL ID: CAFMA - GENERAL FUND

Cash With Yav Cty	11/30/16	Marked	No	Interest Revenue	12/12/16	\$216.83
Cash With YavCty	11/30/16	Marked	No	Error Made By County Treasurer	12/13/16	\$252,786.08
Cash With YavCty	11/30/16	Marked	No	Error Made By County Treasurer	12/13/16	\$263.62
Transfer in GF	11/17/16	Marked	No	Transfer in of October Revenue	12/12/16	\$4,597,363.31

SUB TOTAL FOR BANK: \$4,850,629.84

TOTAL FOR MODULE: \$4,850,629.84

CAFMA-Central Arizona Fire and Medical  
BR Adjustments Report  
For the Bank Statement ending:

Date	Document	Description	GL Account	Offset Amt	Adj. Amt
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DOCUMENT:

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:

**Central Arizona Fire and Medical Authority**  
**Capital Projects Fund**  
**GL #1200**

**Fiscal Year  
2016-17**[illegible]

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-5000 CAFMA-General Fund Date Range: 11/01/2016 to 11/30/2016 Page: 6  
\*\*\*\*\*

	(---Period---)	(-----Y-T-D-----)				
Begin Balance:	1,880,034.87	.00				
Income . . . :	4,983,164.92	14,140,779.27				
LOC Advance . :	.00	.00				
Expense . . . :	1,423,027.22-	8,700,606.70-	LOC :	252,786.08	Levy:	.00
LOC Payments :	252,786.08-	252,786.08-	Out :	.00	Coll:	.00
Cash Balance :	5,187,386.49	5,187,386.49	End :	5,440,172.57	Adj :	.00
					Out :	.00

Transaction Summary By Source  
Source Description

	Beginning Balance:	1,880,034.87	.00
		Monthly	Yearly
07376 Transfer in		4,597,363.31	12,819,229.90
37122 Fire District Deposit		385,584.78	1,320,076.93
38109 Interest on Investments St Treas		216.83	1,423.13
38120 Interest on Transwestern Loan		.00	49.31
91032 Warrants Redeemed		1,422,763.60-	8,700,343.08-
91301 Line of Credit Principle Pymts		252,786.08-	252,786.08-
91401 Line of Credit Interest Pymts		263.62-	263.62-
	Ending Balances:	5,187,386.49	5,187,386.49

Interest:

216.83

Fire District Deposits:

385,584.78

Transfer In:

CVFD: 921,033.94  
CYFD: 3,676,329.37

4,597,363.31  
4,983,164.92

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-5000 CAFMA-General Fund Date Range: 11/01/2016 to 11/30/2016 Page: 1  
\*\*\*\*\*

T R A N S A C T I O N S				Begin Balance:	1,880,034.87		
Date	Source	Description	Notes		Debits/Credits		
11/01	91032	Warrants Redeemed	PAID WARRANTS	1000014021	4,442.00-		
11/02	91032	Warrants Redeemed	PAID WARRANTS	1000014024	1,034.42-		
11/04	91032	Warrants Redeemed	PAID WARRANTS	1000014030	64.00-		
11/07	91301	Line of Credit Principle Pymts	PAY OFF LINE OF CREDIT	0004247	252,786.08-		
11/07	91401	Line of Credit Interest Pymts	PAY OFF LINE OF CREDIT	0004247	263.62-		
11/08	37122	Fire District Deposit		0042356	288,977.94		
11/08	37122	Fire District Deposit		0042357	37,551.99		
11/09	91032	Warrants Redeemed	PAID WARRANTS	1000014039	349,831.15-		
11/10	91032	Warrants Redeemed	PAID WARRANTS	1000014042	28,347.73-		
11/14	91032	Warrants Redeemed	PAID WARRANTS	1000014045	157,843.71-		
11/15	91032	Warrants Redeemed	PAID WARRANTS	1000014048	167,622.66-		
11/16	07376	Transfer in	CENTRAL AZ FIRE&MED AUTH EMAI	1007218	3,676,329.37		
11/16	07376	Transfer in	CENTRAL AZ FIRE&MED AUTH EMAI	1007219	921,033.94		
11/16	91032	Warrants Redeemed	PAID WARRANTS	1000014051	46,092.18-		
11/17	91032	Warrants Redeemed	PAID WARRANTS	1000014054	822.80-		
11/18	91032	Warrants Redeemed	PAID WARRANTS	1000014057	277.28-		
11/21	91032	Warrants Redeemed	PAID WARRANTS	1000014060	2,029.61-		
11/22	91032	Warrants Redeemed	PAID WARRANTS	1000014063	362,888.83-		
11/23	37122	Fire District Deposit	CAFMA DEP DATED 11/17/16	0042450	18,069.49		
11/23	37122	Fire District Deposit	CAFMA DEP DATED 11/21/16	0042451	11,390.13		
11/23	91032	Warrants Redeemed	PAID WARRANTS	1000014066	2,910.61-		
11/28	91032	Warrants Redeemed	PAID WARRANTS	1000014069	247,131.89-		
11/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000014072	1.07		
11/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000014073	215.76		
11/29	91032	Warrants Redeemed	PAID WARRANTS	1000014074	46,946.08-		
11/30	37122	Fire District Deposit		0042478	29,595.23		
11/30	91032	Warrants Redeemed	PAID WARRANTS	1000014077	4,478.65-		
Ending Debit Totals:			1,675,813.30-	Ending Credit Totals:	4,983,164.92	Ending Balance:	5,187,386.49

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

Page: 2

\* Account Number: 6-67340-5000 CAFMA-General Fund

Date Range: 11/01/2016 to 11/30/2016

Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-67340-5000	5673	PAID	/	00001170	18.00	8/29/2016	11/22/2016	
6-67340-5000	5673	PAID	/	00001211	750.00	9/12/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001285	44.00	9/26/2016	11/04/2016	
6-67340-5000	5673	PAID	/	00001286	20.00	9/26/2016	11/04/2016	
6-67340-5000	5673	PAID	/	00001376	150.00	10/07/2016	11/02/2016	
6-67340-5000	5673	PAID	/	00001391	1,815.61	10/07/2016	11/21/2016	
6-67340-5000	5673	PAID	/	00001397	400.00	10/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001488	117.72	10/24/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001490	755.27	10/24/2016	11/02/2016	
6-67340-5000	5673	PAID	/	00001519	1,711.50	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001521	225.00	10/24/2016	11/18/2016	
6-67340-5000	5673	PAID	/	00001526	109.15	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001528	266.14	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001542	333.66	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001545	54.22	10/24/2016	11/02/2016	
6-67340-5000	5673	PAID	/	00001551	1,121.96	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001553	59.59	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001555	180.00	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001559	74.93	10/24/2016	11/02/2016	
6-67340-5000	5673	PAID	/	00001560	660.00	10/24/2016	11/01/2016	
6-67340-5000	5673	PAID	/	00001561	11.83	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001562	7,889.63	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001563	2,088.02	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001565	20,379.06	11/07/2016	11/09/2016	
6-67340-5000	5673	PAID	/	00001566	111,956.00	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001568	4,994.85	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001570	686.07	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001571	13,054.58	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001572	197.94	11/07/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001573	1,225.80	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001574	618.52	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001575	403.03	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001576	21,837.85	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001580	1,222.42	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001581	3,109.20	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001582	39.51	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001583	26.10	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001584	385.00	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001585	53.32	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001586	1,738.44	11/07/2016	11/15/2016	



12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-5000 CAFMA-General Fund Date Range: 11/01/2016 to 11/30/2016 Page: 1  
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Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-67340-5000	5673	PAID	/	00001588	.80	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001589	329,113.90	11/07/2016	11/09/2016	
6-67340-5000	5673	PAID	/	00001590	205.68	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001591	338.19	11/07/2016	11/09/2016	
6-67340-5000	5673	PAID	/	00001592	4,401.70	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001593	2,900.00	11/07/2016	11/10/2016	
6-67340-5000	5673	PAID	/	00001594	180.00	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001595	60.67	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001596	32.47	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001597	10,215.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001598	847.36	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001599	927.18	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001600	80.39	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001601	1,295.49	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001602	566.29	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001603	613.59	11/07/2016	11/17/2016	
6-67340-5000	5673	PAID	/	00001604	301.76	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001605	498.19	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001606	6,092.87	11/07/2016	11/22/2016	
6-67340-5000	5673	PAID	/	00001607	633.13	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001608	107.22	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001609	356.17	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001610	25.85	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001611	1,476.72	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001615	12,318.74	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001616	18,963.27	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001617	7,323.87	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001618	4,228.46	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001619	3.81	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001620	479.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001621	474.35	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001622	228.63	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001623	209.21	11/07/2016	11/17/2016	
6-67340-5000	5673	PAID	/	00001624	137,149.31	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001625	777.03	11/07/2016	11/16/2016	
6-67340-5000	5673	PAID	/	00001627	104.00	11/07/2016	11/21/2016	
6-67340-5000	5673	PAID	/	00001628	3,180.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001629	38.09	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001630	52.28	11/07/2016	11/18/2016	
6-67340-5000	5673	PAID	/	00001631	232.83	11/07/2016	11/15/2016	

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-5000 CAFMA-General Fund Date Range: 11/01/2016 to 11/30/2016 Page: 4  
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Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-67340-5000	5673	PAID	/	00001632	1,363.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001633	3,653.84	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001634	399.54	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001635	93.79	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001636	2,440.19	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001638	283.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001639	110.00	11/07/2016	11/21/2016	
6-67340-5000	5673	PAID	/	00001640	7,613.26	11/07/2016	11/14/2016	
6-67340-5000	5673	PAID	/	00001641	1,098.72	11/07/2016	11/22/2016	
6-67340-5000	5673	PAID	/	00001642	642.31	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001643	300.00	11/07/2016	11/15/2016	
6-67340-5000	5673	PAID	/	00001645	241.66	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001646	20,610.06	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001647	7,698.42	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001649	200.00	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001650	950.00	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001651	330.71	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001652	1,328.23	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001653	2,602.28	11/21/2016	11/23/2016	
6-67340-5000	5673	PAID	/	00001654	14,343.31	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001657	1,098.00	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001659	1,092.30	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001660	716.48	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001661	55.83	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001662	339,716.90	11/21/2016	11/22/2016	
6-67340-5000	5673	PAID	/	00001664	15,962.34	11/21/2016	11/22/2016	
6-67340-5000	5673	PAID	/	00001674	571.49	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001675	35,429.45	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001676	273.69	11/21/2016	11/23/2016	
6-67340-5000	5673	PAID	/	00001677	3,712.00	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001678	435.49	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001679	103.04	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001681	182.83	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001683	27.84	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001685	1,731.62	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001686	133.74	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001687	3,000.00	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001688	625.70	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001689	108.94	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001690	185.37	11/21/2016	11/29/2016	

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-5000 CAFMA-General Fund Date Range: 11/01/2016 to 11/30/2016 Page: 5  
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Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-67340-5000	5673	PAID	/	00001692	68.68	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001693	414.00	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001695	7,310.01	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001696	187.02	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001697	127.74	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001698	12,206.28	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001699	18,837.46	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001700	7,206.44	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001701	4,194.77	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001703	1,405.98	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001704	1,796.05	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001705	119.13	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001706	136,357.19	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001707	25.00	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001708	327.22	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001709	428.94	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001710	2,000.00	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001711	1,911.39	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001713	3,653.84	11/22/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001714	410.80	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001715	381.05	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001718	34.64	11/21/2016	11/23/2016	
6-67340-5000	5673	PAID	/	00001719	103.99	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001720	8.18	11/21/2016	11/28/2016	
6-67340-5000	5673	PAID	/	00001721	3,074.91	11/21/2016	11/30/2016	
6-67340-5000	5673	PAID	/	00001722	725.10	11/21/2016	11/29/2016	
6-67340-5000	5673	PAID	/	00001723	165.00	11/21/2016	11/30/2016	
Status Subtotal	:			147	1,422,763.60			
Fund Subtotal	:			147	1,422,763.60			
Total Paid Warrants:				147	1,422,763.60			
Total Outstanding. :				6	5,050.43			
Total Void Warrants:					.00			
Total Registered . :					.00			

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-2000 CAFMA-Capital Reserve Fund Date Range: 11/01/2016 to 11/30/2016 Page: 3  
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	(---Period---)	(-----Y-T-D-----)			
Begin Balance:	2,087,548.99	.00			
Income . . . :	486.83	9,088,035.82			
LOC Advance .:	.00	.00			
Expense . . .:	.00	7,000,000.00-	LOC :	.00	Levy: .00
LOC Payments :	.00	.00	Out :	.00	Coll: .00
Cash Balance :	2,088,035.82	2,088,035.82	End :	2,088,035.82	Adj : .00
					Out : .00

Transaction Summary By Source  
Source Description

	Beginning Balance:	2,087,548.99	.00
		Monthly	Yearly
07376 Transfer in		.00	9,085,215.13
38109 <del>Interest on Investments St Treas</del>		<del>486.83</del>	2,697.33
38120 Interest on Transwestern Loan		.00	123.36
91702 Transfer out		.00	7,000,000.00-
Ending Balances:		2,088,035.82	2,088,035.82

 Interest \$486.83

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-2000 CAFMA-Capital Reserve Fund Date Range: 11/01/2016 to 11/30/2016 Page: 2  
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Account	Fund Stat Payee	Warrant	Amount	Issue Date	Date	Voucher
Status Subtotal	:		.00			
Fund Subtotal	:		.00			
Total Paid Warrants:			.00			
Total Outstanding.:			.00			
Total Void Warrants:			.00			
Total Registered .:			.00			

12/05/16  
10:14:40

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-67340-2000 CAFMA-Capital Reserve Fund Date Range: 11/01/2016 to 11/30/2016 Page: 1  
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T R A N S A C T I O N S			Notes	Begin Balance: 2,087,548.99	
Date	Source	Description		Debits/Credits	
11/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000014072	2.40
11/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000014073	484.43
Ending Debit Totals: .00			Ending Credit Totals: 486.83	Ending Balance:	2,088,035.82

CAFMA-Central Arizona Fire and Medical  
GL Trial Balance Worksheet  
For The Period of 11/1/2016 through 11/30/2016

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
10.1100.0.0.000	Cash with Yavapai County	\$1,871,053.32	\$5,513,920.66	\$2,202,957.28	\$5,182,016.70	
TOTALS:		<u>\$1,871,053.32</u>	<u>\$5,513,920.66</u>	<u>\$2,202,957.28</u>	<u>\$5,182,016.70</u>	

\* Inactive accounts are marked and appear in grey.

## Central Arizona Fire and Medical Authority

### FIRE PROTECTION SERVICES AGREEMENT

This Fire Protection Agreement is made effective **November 15, 2016**, between the Central Arizona Fire and Medical Authority, a political subdivision of the State of Arizona, hereinafter referred to as "AGENCY" and **Gary and Carol Hanby**, hereinafter referred to as the "Applicant." The property under consideration is described as:

Street Address: **66 E Alpine Dr**

Mailing Address: **PO Box 1438, Chino Valley AZ 86323**

Contact Phone Number: 928-853-6398

Yavapai County Assessor's Parcel Number: **305-03-281**

IT IS THEREFORE MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1) Purpose. AGENCY shall provide fire protection and limited emergency medical services under the terms of this Agreement.

2) Duration and Renewal. The effective term of this Agreement shall be from **November 15, 2016** through **June 30, 2017**. The provisions of this Agreement shall renew automatically on July 1 of each year for consecutive one-year terms, unless either party pursues termination of the Agreement pursuant to Paragraph 11.

3) Services Provided. Fire Suppression, Emergency Rescue, and limited Emergency Medical Services (collectively "Emergency Services") will be provided under this Agreement. Unless the Incident Commander (senior AGENCY Officer present) requests additional help, AGENCY shall provide a standard response as determined by AGENCY dispatch protocols on each emergency call from the Applicant, subject to conditions below.

It is intended that the Emergency Services provided under this Agreement shall be made available to the individuals residing at the property described in the Preamble above (the "Property") or invitees of said residents (collectively, "Service Recipients") in conjunction with the above-referenced Property irrespective of whether the Property is owner-occupied or leased. While the Applicant shall be responsible for all fees assessed under this Agreement, AGENCY also reserves the right to invoice any actual Service Recipient for the services provided under this Agreement, according to the fee schedule adopted by AGENCY, as amended from time to time. Said billing shall be in addition to the service fee charged under this Agreement.

In providing services under this Agreement, AGENCY reserves the right to involve such other jurisdictions and EMS or suppression service providers as it deems necessary, consistent with its then current protocol. No assurances are made as to whether, or to what extent, any such third party providers will respond. Applicant and



Service Recipients may be responsible for any additional charges assessed by such other service providers.

Applicant herein acknowledges that AGENCY alone will determine its response to any given incident and that AGENCY alone will determine the number of units and personnel responding to such incident. Applicant further acknowledges that such response is subject to, among others and without limitation, any unforeseen circumstance, a major fire, other accidents, conflicting concurrent calls, reduction in force, road closure, poor road conditions, acts of God, or other situations in which there is a shortage of manpower or equipment. Applicant understands that the response time will likely be extended beyond that which might be regularly expected elsewhere within the jurisdictional boundaries of AGENCY by reason of the distance to and isolation of the Applicant's Property, the limited manpower available, access limitations, road conditions, and the other calls within AGENCY that may take priority, and Applicant hereby consents to the same. In addition, Applicant acknowledges and agrees that AGENCY's response and effectiveness may be limited by a lack of adequate water supply.

Applicant acknowledges and agrees that AGENCY may, in its sole discretion, give priority to other emergency calls either within AGENCY's jurisdictional boundaries or outside AGENCY boundaries, potentially causing a delay in response time. Further, Applicant acknowledges and agrees that AGENCY may, in conjunction with any call to the Property, respond with insufficient equipment or manpower on occasion, either by reason of limited manpower, equipment availability, resource allocation, or by reason of the limited information having been made available to AGENCY in conjunction with the determination of the appropriate response.

Applicant hereby acknowledges that no assurances are given or warranties made as to the response time or service level that will be offered, and agrees to hold the AGENCY harmless from and indemnify AGENCY for any and all damages which might be incurred by Applicant, Service Recipient, to Applicant's Property or to any third party's property or person, including that of any Service Recipient, by reason of extended response times, reduced equipment or manpower response, the decision to involve other service providers, failure to involve other jurisdictions or service providers, AGENCY's decision to allocate resources elsewhere either inside or outside of AGENCY's jurisdictional boundaries, the allocation of manpower or equipment, or other operational decisions which might result in delay or additional loss of life or property.

Further, Applicant acknowledges and agrees that AGENCY shall not be liable for the negligent act or omission of any third party service provider. Applicant also agrees that AGENCY is under no obligation to transport any Service Recipient. Applicant acknowledges that AGENCY does not hold a Certificate of Necessity and does NOT provide ambulance or non-emergency transport services, and that transport services are typically provided through a third party. Applicant, Service Recipient, or both, shall be solely responsible for any and all expenses associated with any transport services utilized by either.

4) Response Time. AGENCY shall make reasonable efforts to respond to Applicant's emergency calls in a manner consistent with then-current agency protocol, subject to the terms and conditions set forth in this Agreement. Applicant hereby acknowledges that response times are subject to variations due to existing weather conditions, road conditions, travel distance, traffic conditions, property identification, conflicting responses, equipment and manpower availability or allocation, and access to Applicant's Property. Applicant acknowledges that because of the substantial distance involved, the minimum response time likely to be experienced by Applicant may exceed that of other recipients within the jurisdictional boundaries of AGENCY, and that no assurances are given by the AGENCY as to what ISO rating might apply to the Applicant's Property.

5) Routing Information. Applicant agrees that it shall provide AGENCY with current routing information to Applicant's Property in a form acceptable to AGENCY Fire Chief, and will endeavor to inform all occupants of subject Property of the proper procedures to follow in case of fire.

6) Access. Applicant hereby specifically acknowledges that standard access roads sufficient to allow AGENCY fire equipment to reach the scenes of emergency calls are a significant factor in AGENCY's ability to respond to emergency calls within a reasonable and expeditious time. If access roadways are not maintained by other public service agencies, the responsibility of providing and maintaining adequate access rests solely with Applicant. Applicant hereby agrees to hold AGENCY harmless from and to fully indemnify AGENCY for any liability or damages arising from any delay which might occur by reason of limited, inadequate or poorly maintained access, inadequate address or access description, or failure of Applicant or the Property to comply with applicable fire codes, building codes, zoning codes or recommendations or requirements made by any agency or AGENCY.

Applicant hereby grants to AGENCY the right of ingress and egress and to enter upon Applicant's Property for purposes of conducting inspections to determine accessibility, and to observe any other matters which may affect AGENCY's ability to provide services under this Agreement. Nothing herein shall be construed as requiring AGENCY to make any such inspection, or to require that AGENCY report to the Property owner in regard to any accessibility issues.

7) Compensation; Calculation; Payment. As consideration for AGENCY's provision of Emergency Services under this Agreement, Applicant shall pay to AGENCY a sum (the "Service Fee") equal to the amount which would be paid if the Applicant's Property was located in and taxable by the respective fire district (either the Central Yavapai Fire District or the Chino Valley Fire District) which would otherwise contract to provide such services to Applicant at that fire district's then current tax rate, any applicable bond debt servicing rates, plus an administrative fee equal to \$50.00 as modified from time to time. The Service Fee shall be owed to AGENCY by Applicant even if there is no current county tax assessed on the Property: by reason of the fact that the property is considered to be non-taxable; because no net assessed value has been established; or for any other reason. In that event, for the purpose of calculating

the Service Fee to be paid by the Applicant, 10% of the full cash value as indicated by the county assessor's office may be used as the assessed value, or if the full cash value is not available, the value of the property shall be established by way of appraisal conducted by a duly-licensed real estate appraiser provided by and solely at the cost of Applicant.

If the property is appraised, the assessed value will be 10% of the appraisal. The then current fire district tax rate shall be applied to said property value, plus any then-applicable bond debt service rates and an administrative fee equal to \$50.00. If for some reason the current assessed value information is unavailable, then the Service Fee under this contract, as renewed, will be equal to the Service Fee charged for the immediately preceding service year, plus 10%, until such time as the current property value information becomes available, at which time the fee for the then-current year shall be recalculated and an adjustment to the Service Fee made.

Payment shall be due when this Agreement is signed; alternatively, payment arrangements may be approved in the sole discretion of AGENCY for quarterly payments with the first payment being due and payable simultaneous with the execution of this Agreement and thereafter on the first day of each subsequent quarter. Any payment not received within 30 days of the due date will be considered in default and may result in the termination of this Agreement. For the initial term of the Agreement, the parties agree that the fee shall be **\$134.99**, but that such fee may be prorated (based on 12 months).

In the event of termination of this Agreement due to non-payment by Applicant of the agreed Service Fee within 30 days of due date, Applicant must reapply for Emergency Services pursuant to a new Agreement. In such event, the only option for payment under such new Agreement shall be for payment of all monies due in full at the time of execution of the new Agreement; other payment arrangements will only be considered upon renewal of the Agreement after completion of the initial term of the new Agreement.

The Service Fee paid to AGENCY by Applicant pursuant to this Agreement shall be considered earned by AGENCY when paid, and shall not be conditioned upon or modified by reason of the number of responses made by AGENCY to the Applicant's property during the term of this Agreement. While Applicant shall be responsible for all Service Fees assessed under this Agreement, AGENCY also reserves the right to invoice any actual Service Recipients for the services provided under this Agreement according to the then-current fee schedule adopted by AGENCY, as amended from time to time. Said invoice shall be in addition to any Service Fee due under the terms of this Agreement.

8) Insurance. Applicant shall provide AGENCY with a current certificate of liability and hazard insurance, together with the name and address of insurance agent, name of insurance company providing coverage, and insurance policy number.

9) Waiver and Disclaimer of Liability. Applicant agrees that AGENCY shall not be liable for any consequential damages to Applicant or any Service Recipient, including but not limited to any lost income or profits suffered by Applicant or any Service Recipient. In consideration of AGENCY's agreement to provide services under the terms of this Agreement, Applicant agrees to hold AGENCY harmless and hereby releases AGENCY from and indemnifies AGENCY for any and all claims, demands, liability and causes of action that may arise as a result of AGENCY providing the services described herein. Applicant specifically agrees to hold AGENCY harmless from, in addition to the foregoing, any claims, demands, liability or causes of action which might arise out of AGENCY's inability to provide, or any delay or limits in providing services, due in whole or in part to the conditions spelled out in Sections 3, 4, 5, and 6 of this Agreement.

10) No Third-Party Beneficiaries. This Agreement will be for the benefit of the parties named herein only and shall not be construed as having been entered into for the benefit of any third party.

11) No Warranties. Nothing herein shall be construed as a warranty by AGENCY against damages, whether to real property or personal property, which may result by way of fire, injury to a person, by accident or any other emergency occurring on Applicant's Property.

12) Limitation of Damages. In the event of breach or non-performance by AGENCY, Applicant's sole remedy shall be limited to the termination of this Agreement and refund of any unearned fees for that current contract year, the parties hereto having agreed that said fees are a reasonable amount of damages. This limitation of damages shall bind, without limitation, Service Recipients, family members, legal representatives, assigns and successors in interest of the Applicant. The waiver, hold harmless and indemnification provisions of this Agreement are for the benefit of AGENCY and shall survive the termination of this Agreement.

13) Termination. Either party may terminate this Agreement by thirty (30) days' written notice of termination delivered to the other party at these addresses:

For AGENCY:

Administration  
8555 E Yavapai Rd  
Prescott Valley, AZ 86314

For Applicant:

**Gary and Carol Hanby**  
**PO Box 1438**

In the event of termination of this Agreement after the Applicant has paid the required payment due for that term, AGENCY shall return funds to the Applicant prorated on a per day basis for the period after the date of termination.

In the event Applicant sells the subject property or otherwise disposes of the same, this Agreement will terminate immediately upon notification from the Applicant of same; provided, however, that the indemnification requirements imposed on Applicant under this Agreement for incidents occurring during the term of this Agreement shall survive the termination hereof. Nothing herein shall prevent AGENCY from negotiating a new emergency services Agreement with the new owner of the subject property.

14) Cancellation Due to Conflict. AGENCY may cancel this Agreement pursuant to the mandates of A.R.S. §38-511.

15) Severability. If any provision of this Agreement shall be held to be unconstitutional, invalid, or unenforceable, it shall be deemed severable; however, the remainder of the Agreement shall not be affected and shall remain in full force and effect.

16) Fire Code Compliance. Applicant hereby specifically acknowledges that all operations and activities, as well as new construction, and remodel of structures when applicable, will be in compliance with AGENCY's adopted Fire Code.

The undersigned warrants to AGENCY that the Applicant has the power to enter into this Agreement and that all necessary acts have been taken to enter into this Agreement.

APPLICANT

CENTRAL ARIZONA FIRE & MEDICAL  
AUTHORITY

By \_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair Date

ATTEST:

By \_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk Date

### **BOARD OFFICER DUTIES**

**Relative Information:** All Board members are eligible for election and should view the election to office as a routine and expected responsibility of Board membership. Arizona Revised Statutes require each Board to elect a Chairperson ~~man~~ and a Clerk. While the term of office for the Chairperson and Clerk is one (1) year, there is no limitation on the number of sequential terms an individual may serve.

Board officers are generally elected during the month of December, depending on ranges of Board terms; ~~officers begin their term in January of the following year.~~ Each elected officer takes office immediately and serves until the December ~~first~~ Board meeting of the following year, or until a successor is elected.

The duties of the Chairperson ~~man~~ include:

1. Presiding at meetings of the Board of Directors. The Chairperson ~~man~~ shall perform all of the duties prescribed by the Arizona Revised Statutes. The Chairperson ~~man~~ is responsible for ensuring that that business of the public meetings is transacted in the proper order and is reasonably expedited observing appropriate procedure and decorum.
2. Consulting with the Fire Chief regarding the preparation of each Board meeting agenda.
3. Participating, along with other Board members, with all the rights of a member to discuss issues, make motions, nominate candidates, and to vote.
4. Calling Special Meetings (study sessions, executive sessions, and/or additional regular sessions) of the Board as described by the Arizona Open Meeting Law.
5. Signing official ~~District~~-Authority documents on behalf of the Board when authorized by the Board.
6. Making appointments as may be required by law and/or for the orderly representation of the Board.

The duties of the Clerk include:

1. Serving as Chairperson ~~man~~ in the absence of the Chairperson ~~man~~ with all the powers and duties as described above. The Clerk shall have such other powers and duties as a majority of the Board may determine.
2. Serving on such committees and/or as representative as appointed by the Board Chairperson ~~man~~.
3. Ensuring accurate minutes of each Board meeting are taken, transcribed, and distributed. Ensuring official minutes are properly authenticated and maintained in chronological order. These duties are delegated to staff members under the supervision of the Clerk.
4. Signing on behalf of the ~~District~~-Authority such documents that require two (2) signatures or as requested by the Chairperson ~~man~~.

Effective Date: ~~04/10/2006~~[11/05/2015](#)

Policy Name: Board Officer Duties

Revised Date: [12/14/2016](#)

Review Date:

Policy Number: 3.5

**Policy Statement:** It shall be the policy of the Board of Directors of ~~Central Yavapai Fire District~~[Central Arizona Fire and Medical Authority](#) that election to Board office is an accepted obligation of Board membership and that the Board may annually elect a Chair~~person~~[man](#) and a Clerk as required by State Law.

**Cross References:**

Arizona Revised Statutes

A.R.S. §48-805 Fire district; powers and duties

A.R.S. §48-803(E) District administered by a district board

Board Policy Manual

Policy 3.2 Director Responsibilities

Policy 3.7 Filling Board Vacancies

**BOARD OFFICER DUTIES**

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2. Consulting with the Fire Chief regarding the preparation of each Board meeting agenda.
3. Participating, along with other Board members, with all the rights of a member to discuss issues, make motions, nominate candidates, and to vote.
4. Calling Special Meetings (study sessions, executive sessions, and/or additional regular sessions) of the Board as described by the Arizona Open Meeting Law.
5. Signing official Authority documents on behalf of the Board when authorized by the Board.
6. Making appointments as may be required by law and/or for the orderly representation of the Board.

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2. Serving on such committees and/or as representative as appointed by the Board Chairperson.
3. Ensuring accurate minutes of each Board meeting are taken, transcribed, and distributed. Ensuring official minutes are properly authenticated and maintained in chronological order. These duties are delegated to staff members under the supervision of the Clerk.
4. Signing on behalf of the Authority such documents that require two (2) signatures or as requested by the Chairperson.



Effective Date: 11/05/2015

Policy Name: Board Officer Duties

Revised Date:

Review Date: 12/01/2016

Policy Number: 3.5

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**Cross References:**

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A.R.S. §48-805 Fire district; powers and duties

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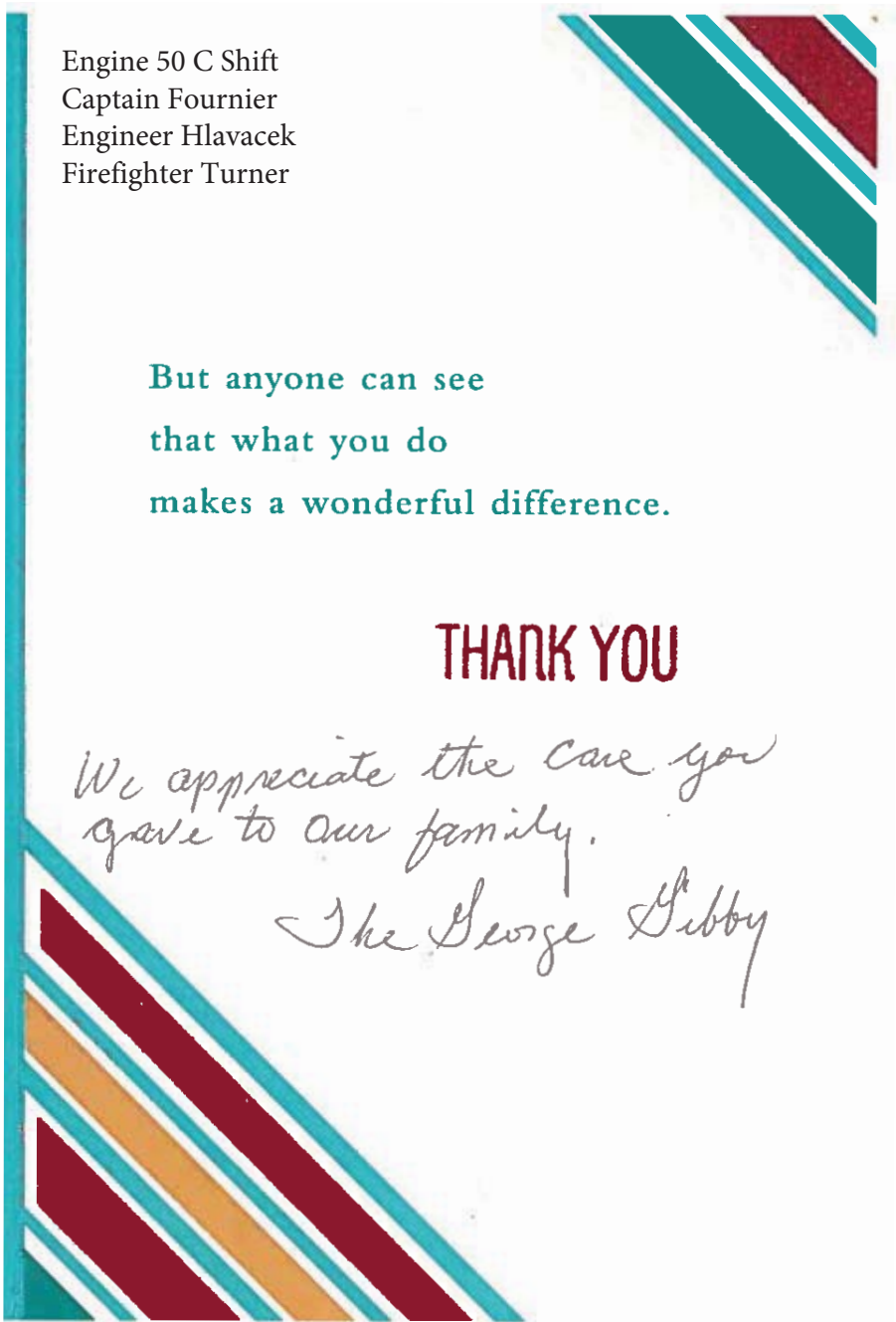
Board Policy Manual

Policy 3.2 Director Responsibilities

Policy 3.7 Filling Board Vacancies



NOT EVERYONE  
CAN DO WHAT YOU DO...



Engine 50 C Shift  
Captain Fournier  
Engineer Hlavacek  
Firefighter Turner

But anyone can see  
that what you do  
makes a wonderful difference.

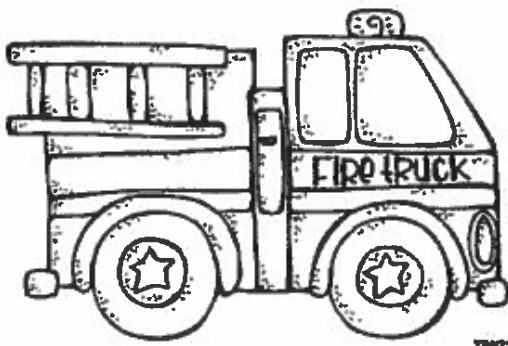
THANK YOU

*We appreciate the care you  
gave to our family.  
The George Gibby*

Name \_\_\_\_\_

# Dear Firefighter,

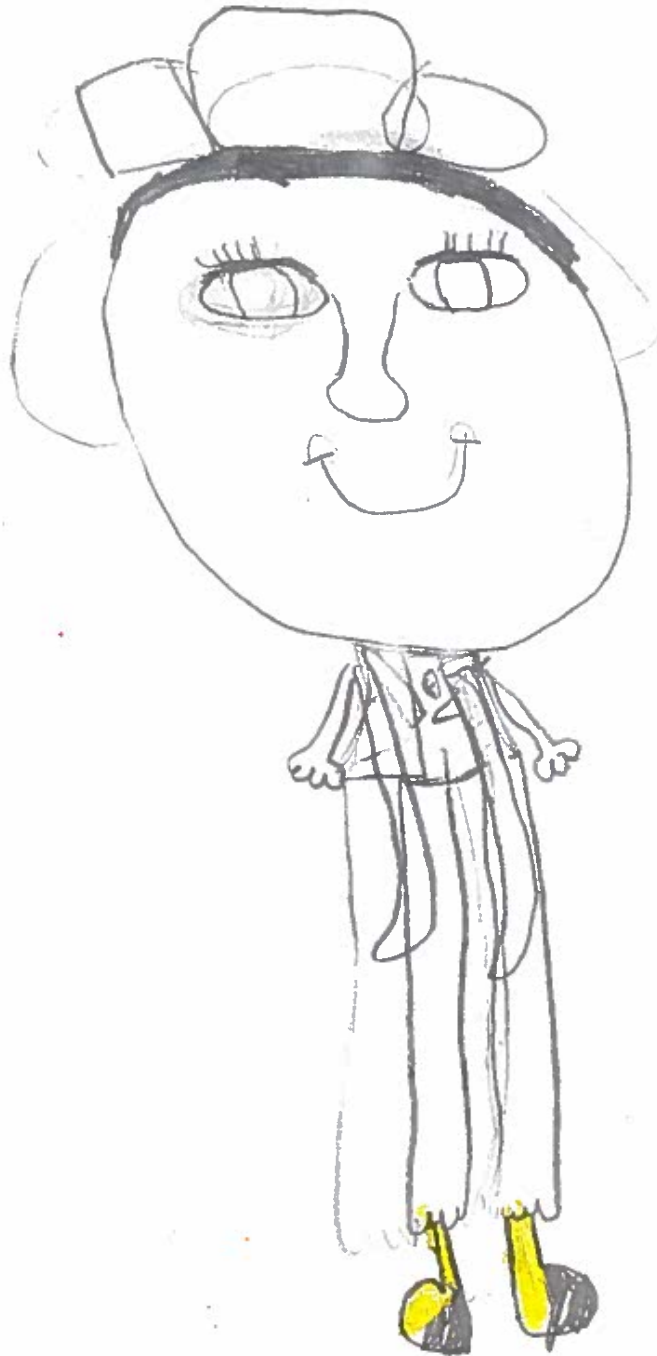
Thank you for letting  
us visit the firehouse. I was wondering  
if it was ok if I came over some time. I really  
like your firehouse. I hope you never quit  
even if its a hard time.



Your friend,

Carly

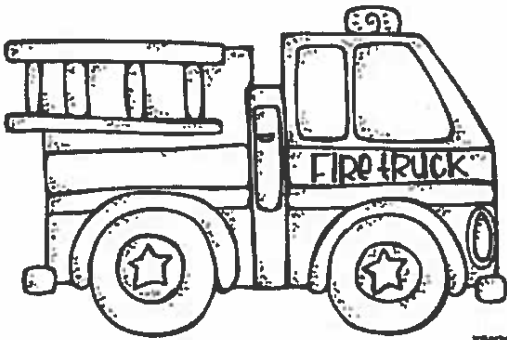
Thank You



Name Brandon

# Dear Firefighter,

Thank you for all the  
things you have done  
for us. You guys are the  
best firefighters in the  
world.

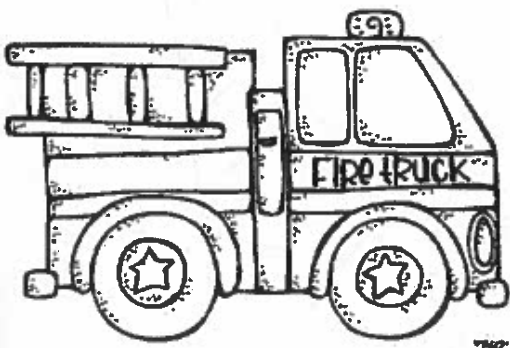


your friend  
Brandon.

Name \_\_\_\_\_

# Dear Firefighter,

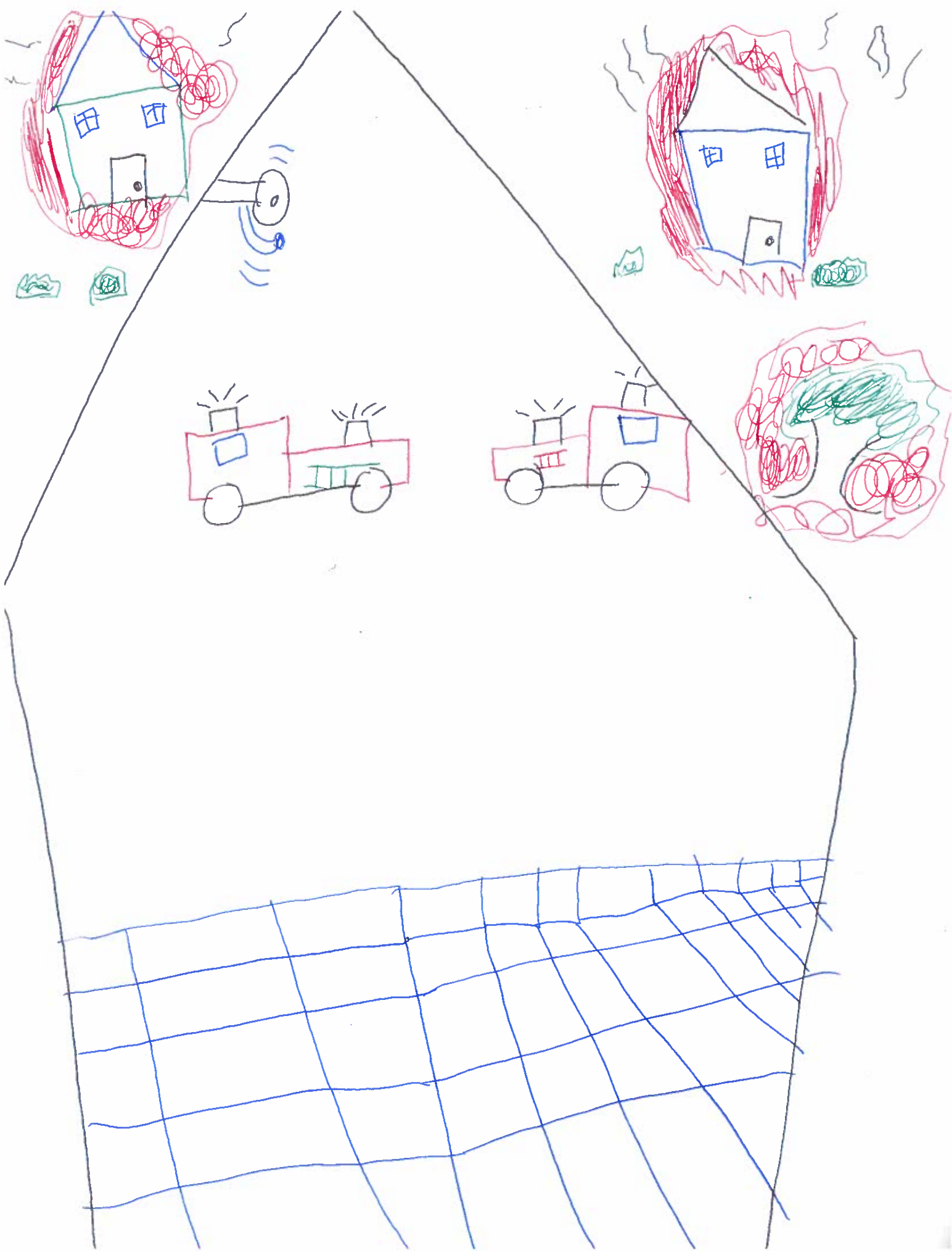
Thank you for letting us  
visit the firehouse. I liked when  
the firefighter put on her  
gear. I also liked to see the  
fire trucks. I loved to meet  
the fire fighters. The end.



Your Friend

Maddison G.







## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Chief's Report

By Fire Chief Freitag

We have completed our first video conference based all hands employee meetings. In the past, CYFD would hold the meetings twice a year in person which required overtime coverage. To reduce overhead while continuing to ensure we communicate with our personnel, we are utilizing GoToMeeting. We record the meetings for upload to a private YouTube Channel setup by Chief Tharp as well as for archiving within our GoToMeeting account. This will allow those who could not attend, or those who had to leave for a call, to watch the meetings.

The architect hired to design the build out for the new admin building presented his preliminary drawings to staff on December 7th and will present adjusted drawings on December 14th. He has done a fantastic job taking into account our needs and our budget. Additionally, he drew three phases for the project. Phase one is the initial build which should get us through the next 10-15 years. Phases two and three are used to show what future expansion could look like. This is important to our long-term planning as we have said from the beginning that this building allows us to grow to meet future demand.

A Wage and Benefit Committee was formed by the labor group to study our current system and make recommendations for the future. They have visited with Chief Bliss and Chief Tharp about current benefits and the wage study produced by AFDA. We have a special Labor/Management meeting scheduled for Monday, December 19th to discuss the impact of the PSPRS numbers we received Thursday the 8th and had confirmed Monday the 12th.

As Chief Tharp points out in his report, our PSPRS contribution rate for next year without impact from the Hall case has increased dramatically. The aggregate increase across the State is 10% which means some are higher and some, like ours, is slightly lower. They attribute some of the increase to lower than projected return on investments and lower than projected pay increases. It is a vicious cycle of increased rates, decreased or stagnate pay which means they do not realize their estimates. Couple that with their continuous over projection of return on investment, and we end up with significant increases. While they do project a leveling over the next ten years, it is clear that they are basing their assumptions on flawed analysis once again. They continue to overestimate investment returns as well as across the board salary increases. Their approach would be akin to us telling you every year that we should budget on an expected 5% increase in NAV and then being surprised when it doesn't happen – repeat. It just does not make a lot of sense.

Additionally, PSPRS has released their numbers for the new Tier 3 defined benefit plan. We were told throughout the process of PSPRS reform that the new plans would lower costs i.e. defined benefit was estimated at a 9% / 9% split and a defined contribution at a 9% / 9% split. The actuarial released Thursday, December 8th, and Monday, December 12th are quite different from what everyone was told for the defined benefit plan. Our overall split decreased from 9% to 7.14%. However, they added a Tier 1 and 2 legacy charge on the employer side of the Tier 3. For CAFMA this means our Tier 3 contribution rate is over 35%. This was never disclosed during the reform process. I have sent an email to AFDA seeking clarification and as of this writing





## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

have not heard back. We are not alone in our surprise with this change and are working with other chiefs and organizations to seek clarification.

The bottom line for us is that PSPRS will have an impact on all aspects of our organization. Senior staff will be meeting Wednesday, December 14th for further discussion and analysis. While PSPRS says they see a leveling we are not confident that their projected leveling meets what we would project. However, based on historical data, it is possible that the next several years could be much lower than we have seen for a while. If this is the case, we will have far more options. If not, our options narrow significantly. As staff, we will stay on top of this issue and continue to engage at the State level to ensure we have the best available information.

Chief Tharp received a little better news on the health insurance front as it appears our budget estimates may be just slightly higher than the real increase. We hope to have hard numbers in the next couple months, but for now we have numbers close enough for a solid budget estimate.

We have started working in earnest on the senior staff succession plan. Our hope is to have the plans completed within the next three months. Chiefs Bliss and Polacek retire in less than four years. They take with them tremendous institutional knowledge and expertise. To that end, we need to begin developing candidates yesterday. Our plan is to set a base of educational knowledge for all Assistant Chief positions, and build individual expertise from there. Specific course work will include classes in statistics, accounting, communications, executive planning, executive finance, etc. In addition, we will develop a transition plan to ensure we do not lose valuable time once the Chiefs leave and new folks are promoted – a budget will be included. Three to four years sounds like a long time, but we recognize that it's not.

I will be attending the AFDA conference next month in Laughlin, as well as the AZ Fire Chiefs Presidential Forum scheduled just prior to AFDA.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### Administration

#### By Assistant Chief Tharp

This month and last has been full of interesting reports. As many of you know, the Hall Case regarding EORP – Elected Officials Retirement Plan (PSPRS) was decided by the Arizona Supreme Court on a split decision on November 10, 2016. EORP is a subdivision of the much larger organization of the Arizona Public Safety Personnel Retirement System (PSPRS). I have provided a copy of the decision (which was 3 in favor and 2 against) ruling to reverse the prior instituted pension contribution changes for existing PSPRS members by Senate Bill 1609 back in 2011.

The crux of the decision reverses the incremental increase of the employees' contribution rates from 7.65% (back in 2011) to 11.65% (currently). Ultimately, the decision will force PSPRS to refund all contributions over the 7.65% for employees hired prior to July 1, 2011 for the periods of July 1, 2012 (when the increases began) until present. If you were hired after July 1, 2011, (to my understanding in reading the decision so far), you are still subject to the 11.65% contribution rule.

How this will affect CAFMA (and other fire, law enforcement, public safety) will be that all those employees will have their contributions reduced back to 7.65% (again, we do not have clear direction as to when this will occur) which will increase the employer contribution rates for the future. We will have to see how this impact will be handled throughout the state as over 70% of fire districts statewide have \$100,000 or less of taxing capacity (in other words, they are at or really close to the \$3.25 cap). The implications of this ruling will have a significant ripple effect in public safety statewide, and we know that the Supreme Court has remanded the “details” of the refund and allocation of the unfunded liability back to the lower courts with the parties having to come to an agreement. Once the settlement and details are worked out, then they will reopen the PARKER vs PSPRS case to (hopefully) apply the same settlement details. This negotiation may still take months to work out.

This leads into the PSPRS aggregate actuarial report (statewide) for the health of the fund and the required contribution rates for employers. The report clearly notes that the reported numbers are not an effect of the Hall Case, and they state that the results “will likely not have a significant impact on the contribution rates in future valuations”. I am as dubious of this statement as I am of their report noting that the aggregate employer contribution rate will maintain just over 52% for about 10 years and slowly adjust downward. The primary reasons for my doubts is stated in their report as they are making investment earning assumptions of 7.5% and planning on increased payroll of 4% per year. Historically, PSPRS investment rates of return have been 6% (or less) and even when the CYFD had a wage scale of 5% step increases, we did not see an average increase in payroll of 4% due to the numbers of employees who were in “longevity” versus “steps”...not to mention all the years that CVFD and CYFD had frozen wages.

Remember that the contribution rate for FY 2017 for CYFD was supposed to be 38.85% and CVFD was supposed to be 24.88%. Combined with CAFMA, the rate was calculated at 34.69% for the employer for FY 2017. The newly calculated FY 2018 employer contribution rate for



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

CAFMA is 43.73% - an increase of 9.04%. What that actually translates into is a 26% increase in budgeted PSPRS contributions for next year's budget. I only point this out because this singular expense is having such a huge impact in our budget, and it is not over. The implications of this increase affects other employee benefits, capital planning, personnel hiring, and yes, tax rates. As with all successful organizations, we will analyze, evaluate, create a plan and update the plan to deal with this and other financial challenges.

...and a Happy NEW Year... ☺



## DIVISION REPORTS

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BOARD OF DIRECTORS

---

### Fire Prevention By Fire Marshal Chase

#### Construction:

- Plan review meeting for new 1,500 sf metal storage building - 2148 Road 1 E. in Chino Valley.
- Maurices clothing store will be opening in the Crossroads on Highway 69 next to Rue 21.
- Reviewed plans for a 20,000 sf two-story addition to Yavapai College, Prescott Valley.
- Revised building plans for addition to the Donut Hole on Highway 69 in Prescott Valley.
- Maverik Gas Station on Highway 69 in front of the Prescott Country Club is in the process of adding additional fuel pumps.
- Construction continues for Native Grill and Wings located in the Crossroads on Highway 69, Prescott Valley.
- Construction continues at the cultivation site on Valley Road in Prescott Valley.
- We are working with the Town of Prescott Valley on fire hydrant placement and water supply for 46 duplex units in the area of Nace Lane and Stevens Drive in Prescott Valley.
- We have had an increase in residential fire sprinkler plan reviews and home site inspections for sprinkler rough in and finals.
- An initial plan review at Yavapai County Development Services was attended for Badger Mountain Base Camp off of Overland Trail in Prescott. This property is over 46 acres, and they are looking at having over 200 units consisting of multifamily, mobile home, and town homes.

#### General:

- The Flying High Turkey Drive was a success. The Prescott Valley Fry's location collected 620 turkeys, \$2,600 cash, and 3,301 pounds of other food items. A big thank you to Engineer Mike Kontz and Firefighter Gordon Dibble for spending the day at Fry's with Truck 50. Thank you to Captain Nick Fournier for helping to have this event covered.
- Assistant Fire Marshal Andie Smith is at home recovering from knee replacement surgery. She is doing well and will hopefully return to work in a light duty capacity sometime after the first of the year.
- On November 22nd Fire Inspectors Mandy Ayars, Chuck Dowdy, and I attended the Yavapai County Fire Investigator Task Force meeting. We received training from an evidence collection specialist out of the Phoenix area.
- I attended the Republican Women's Convention on November 15th. Thank you Board Member Darlene Packard for the invitation.
- Fire Inspectors Mandy Ayars and Chuck Dowdy have been checked off to respond water tenders or the utility vehicle to fire scenes. This will add two more personnel to help get these



## DIVISION REPORTS

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CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

vehicles to the scenes when they are dispatched. Thank you to Captain Brian Burch for providing this training.

- We are continuing to work with the Town of Dewey-Humboldt on their Firewise efforts. We are assisting them on two chipper days with grant money that will cover the cost of the chipping services.
- Assistant Fire Marshal Smith, Fire Inspector Brett Lucas with Prescott Fire Department, and I teamed up to teach Fire Investigation and Fire Inspection training at the Captain's Academy held at CARTA on November 2nd.

### **Events attended/requested by CAFMA:**

- November 15 - tour of Station 59 (85 students from Coyote Springs Elementary) --A Shift, Administrative Assistant Teresa Frawley, and Fire Inspector Mandy Ayars
- November 16 - tour of station 53 (96 students from Granville Elementary) - C Shift and Administrative Assistant Teresa Frawley
- November 26 - Toy Drive at Wal-Mart on Prescott Lakes Parkway - Charlie Reyes assisted with the public education engine
- November 30 - Christian Academy of Prescott - Captain Brian Burch spoke about fire safety to approximately 35 preschoolers and kindergarteners

### **Fire Prevention Activities**

166	Business Inspections
13	Construction Inspections / Reviews
20	Alarm / Sprinkler Testing and Plan Reviews
4	Fire Investigations
80	School Programs / Public Talks
5	Preconstruction Meetings / Plan Reviews
6	Defensible Space Assessments



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

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### Operations

By Assistant Chief Polacek

Congratulations to Captain Alex McKinnon who retired December 8th. Captain McKinnon has been with the district for over 25 years. We wish him a happy and healthy retirement.

Operations has been working to replace the three personnel that left our organization to the North West. This left three engineer vacancies. We completed the testing for Captain and provided a list to fill vacancies that will be left from the retirement of Captain Joe Kelley and Captain Brian Cole this summer. The list will be good until we test again next year. The engineers test is complete and we conducted Chief interviews for everyone on the list. We will be filling three positions immediately and will maintain the list until we test again next year. This brings us to the firefighters that will be replacing the three firefighters that will be promoting to engineer. We have offered jobs to Caden Burch, Russell Smith and Jace Hall. They will be going through their pre-employment testing and starting the Fire Fighter academy January 9th. The academy will last 6 weeks and will provide the new recruits all of the essential training.

I will be attending the Prescott City Council meeting on December 20th. The City will be discussing the New CAD system and looking at approval to move forward with the Tri Tech CAD system. I will be in attendance to show my support and to answer any questions that the City Council may have. The Prescott Police Department opened up an internal search for the position of Dispatch supervisor to oversee PRCC. After we could not fill the position with the nationwide search, they decided to open up the position internally and promote a Lieutenant from the police department to take the reins for PRCC. They received three applications and will be conducting a test to promote someone into the position. We are looking forward to having someone fill this important role.

Captains Cole and Niemynski traveled to Georgia and South Carolina to help fight the wildland fires that plagued the Southeast. They had a good experience but stated it was a learning experience for them when crews use leave blowers to create a fire line. This is something that we are not accustomed to. Both were strike team leaders on different fires and returned home safely.





## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

### 2016 Honor Guard Year in Review By Captain Fournier



Central Arizona Honor Guard

**A Busy Year** – It is certainly an understatement to suggest that a lot happened in 2016. To me, the year felt like the longest "to do" list that ever existed. The Honor Guard was not exempt from the busyness, in fact all totaled we represented CAFMA at more than 30 different events this year. In order to paint the picture for what the members of the Central Arizona Honor Guard (CAHG) do with the great responsibility that you all entrust in us I put together an "Honor Guard Year in Review."

In January, the Chino Valley and Central Yavapai Honor Guards began the process of joining to become one team. The idea that "unity is strength" inspired our goal to unite the two teams in a smooth distinguished fashion. We appreciate the value of being stronger for each other and the brother/sisterhood. This effort of uniting, at least in part, required the work of making our uniforms uniform, designing a new logo, developing our pipes and drums band, training together, and building a cache of equipment for both battalions. We have more work to do, but the process is dynamic like so many things in the fire service. We are constantly learning, improving, and developing as a team. I am proud of the 19 men that serve on the Central Arizona Honor Guard/Pipes and Drums. Every single member is committed to achieving this goal of unity and to remaining steadfast and focused on our mission. We *are* a dedicated, professional, vigilant, and unified team.

Our mission is to honor our law enforcement and fire service brothers and sisters by ensuring respectful and dignified care of the fallen and their loved ones from the time of the tragedy through funeral services and by memorializing them annually so that they and their sacrifice are remembered forever. Simultaneously, we honor the flag by acting as guardians of the Colors, meaning that we proudly accept the responsibility of protecting, presenting, and posting the American Flag. I like to say that we are in the business of "honoring the fallen and honoring the flag."

With the mission in mind our members were honored to be present to pay respects at the funerals for two Arizona police officers that died in the line of duty: Phoenix Police Officer David Glasser and Show Low Police Officer Darrin Reed. We were also proud to serve at funeral services for fire personnel: retired Prescott Fire Deputy Chief Harvey Emery, Gila River Fire Deputy Chief David Martin, Williamson Valley Firefighter Josh Carter, and Hellsgate Firefighter Bill Dupke.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

---

In 2013 after performing the funeral services for the Granite Mountain Hotshots, we promised the families that we would be present at the annual memorials to honor their loved ones. We buried their sons and husbands; it is our intention to stand by this obligation forever. In addition to that promise, thousands of firefighters came to Prescott/Prescott Valley during that time to pay their respects. We feel that it is our duty to grant them the same courtesy. In 2016 to fulfill our promise to the families and to pay it forward to the brothers and sisters of the fallen we rendered honor at the IAFF Fallen Firefighter Memorial in Colorado Springs, the Arizona Fallen Firefighter Memorial in Phoenix, the 9/11 Memorial Ceremony in Prescott Valley, the GMIHC Memorial in Prescott, and the GMIHC Memorial in Yarnell.

The team was honored to guard the Colors at a wide variety of events such as CAFMA badge pinnings, retirement ceremonies, the 2016 Firefighter Academy Graduation, community events and certain charity events. We posted or presented the Colors on the following occasions: to open the Arizona Wildfire Academy Banquet, the Chino Valley Little League Opening Ceremony, for the National Anthem at a Arizona Diamondbacks' game, at the Salute to Heroes' Event, the Wade Parker Memorial Baseball Game, the GMIHC Memorial Run in Yarnell, the Blessing of the Field for the Healing Field, at the recent dedication ceremony for the new Granite Mountain Hotshots State Park/Trail in Yarnell, and the Yavapai Community College Fall Semester Firefighter I and II Class Graduation.

The CAHG is very involved in the community. For instance, our bagpipers perform at a wide variety of events locally such as the Memorial Day Ceremony at the Prescott National Cemetery. Pipe Major Doug Copenhaver is a member of the Arizona Fire Service Pipe Band and plays with them at events around the State on a regular basis. Some of our members serve on the Planning Committee for the Prescott Valley Healing Field of Northern Arizona and are part of the leadership for the setup of the 3,000 flag memorial. The Honor Guard planned, organized, promoted, and executed the Second Annual Patriot Run fundraiser. We have been invited by the VA to attend funeral services at the Prescott National Cemetery to represent the fire service for military veterans that were also firefighters. At the State level we have been asked by the PFFA Honor Guard Commander to take the lead of the Color Guard Detail at the annual Arizona Fallen Firefighters Memorial. The Color Guard Detail includes First Colors which is the US, Arizona, and PFFA flags as well as all of the unit and department flags. We also have members who have been invited to serve as Honor Guard Liaisons for the Arizona LAST Team at fallen firefighter funerals and memorials around the State.

This brings me to the end of this long winded recap. Simply put, we had a busy year and 2017 is shaping up to be just as busy as its predecessor. Looking ahead to our known event schedule, the unexpected events that come up, continued work on current projects, and new projects that we will be starting, it's nice to know that you have our back. It is important to the members of the CAHG to express our appreciation to our families and to you, the CAFMA family for the enduring support that you give us. Special thanks to our wives and kids for being understanding and forgiving of us for doing this difficult task that we volunteer for. Thanks to you, fellow firefighters for the shift coverage that you provide for us (especially those of you that trade with Doug Copenhaver) and thank you for your volunteered time to help with the Healing Field, the Patriot Run, and the 9/11 Memorial. Thank you to Chief Freitag, Chief Polacek, and Warehouse





## DIVISION REPORTS

REPORTED TO THE  
CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

Operations Manager Erik Trujillo who make sure that we have what we need to do this job. Thank you to Board Member Darlene Packard who volunteers as Honor Guard Publicist, Agent, and Leader of the Central Arizona Honor Guard Fan Club. We appreciate all of you for your efforts, your time, and your kind words of encouragement and pride. Your support means more than words can express!



IAFF FALLEN FIRE FIGHTER MEMORIAL 2016  
FINAL FORMATION

Photos by Rick Montemorra - Mesa Fire & Medical Department, Local 2260  
Engineer/Investigator Bob Falcione (Phoenix) - Phoenix Fire Department, Local #3  
Fire Lt. Raymond Fire Protection District, Station 1



Arizona Fallen Firefighter Memorial 2016

Photography by Rick Montemorra, Lee Grant,  
Dan McKinney and Julie Gooderham

Special thanks to: Mesa Fire and Medical Department Ladder 206  
Phoenix Fire Department Ladder 4



## DIVISION REPORTS

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CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

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### Planning and Logistics

#### By Assistant Chief Bliss

This month's highlight for facilities is the new roof at Station 57. It was completed the 1st part of December without trouble and should resolve the leaks that we had this last monsoon. Work was also done on the new Admin building to close off the seeping that was occurring through the top of the parapet wall. Tech Services continues to work on installing the new MDT systems into B6 vehicles. After Engine 62 and Engine 611 are finished the B6 vehicle will also be re-worked. There was a good response to the new portable radios that were placed in each station for familiarization. They have been collected again because the process of getting all of the radios into service is taking longer than expected. This is partially due to fitting the work between other projects and partially due to more programming time than anticipated. We are currently trying to verify the frequency lists in the Sedona/Verde Valley area to make sure that our programming is correct.

Coordination of turn-out purchases has been Erik's big challenge recently. The 10 year expiration date on turnout coats and pants means that we must be very careful with individual garment tracking and advance planning for replacement. The expiration dates mean that we can't stock very far ahead of time because anything sitting on the shelf is losing usable life. With approximately 250 sets of turn-outs we replace an average of 25 a year. Of course the average is only a guide and doesn't give any information about what sizes are needed or what part of the fiscal year the new equipment must arrive by. The process we have for managing replacement involves identifying individuals who have gear within 6 months of expiration and making 2 or 3 purchases a year for the specific sizes needed.

The contracts for the apparatus purchases that were approved last month have been delivered and Domenic is working on coordinating the pre-construction meetings with the manufacturer. This process is a little more extensive this time around because of the Ladder Company, which requires a separate visit to the factory that actually builds the ladder assembly. These meetings are usually smooth but are essential in making sure that details are clear before actual manufacture begins.



## DIVISION REPORTS

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BOARD OF DIRECTORS

---

### **Training** **By Training Chief Feddema**

This past month was busy with a variety of activities. The CAFMA personnel meetings were held at CARTA and for the first time they were also broadcast to the stations. This helped to reduce overtime and kept the engines within their areas. We will be looking at this as an option in the future for other training activities. Our quarterly training continues to go well as crews work through the truck company operations and forcible entry. The captains' testing process also concluded successfully with all four candidates doing very well. Four individuals from other agencies were brought in to help evaluate the candidates as they went through multiple stations. The feedback regarding our testing process was very positive. They also felt that the training and development within our organization was highlighted in the positive performance of the candidates going through the process. It is always nice to get an outside perspective on our personnel and our training and development programs. We will conduct an after action review of the testing process to discuss the feedback from the outside graders and how we can improve the process.

CARTA also hosted a National Fire Academy (NFA) off-campus course titled Exercising Leadership Through Difficult Conversations. This is part of their Executive Skills Series and was an opportunity for our personnel in the Operations and Non-Operations Divisions. We had several CAFMA personnel who attended a course that was designed to strengthen skills in communication. The NFA offers several off-campus courses throughout the state, and we were thankful to be able to host this course.

As we wrap up 2016, we are working on the training schedule for 2017. There are several challenges moving forward in 2017. One of the challenges is centered on the crews "productive time". This is the timeframe in which personnel are focused on CAFMA activities. As the organization grows, so does the competition for this time. There are many other department related activities that fill up this time, not including emergency incidents. The challenge is to develop a schedule that meets the needs of the organization and is realistic based on time limitations. The other challenge is the budgetary restraints. We are making adjustments to our planned events based on budgetary limitations. This is a challenge that can be overcome with creativity. We will continue to work on providing training that focuses on the needs of CAFMA.



## DIVISION REPORTS

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CENTRAL ARIZONA FIRE AND MEDICAL AUTHORITY  
BOARD OF DIRECTORS

### Response Report

By GIS | Records Management Specialist Freeman

Land Area: 248 sq. miles    Population: 86,865    Fire Stations: 10 Staffed Stations

#### Responses in District

TOTAL FIRE	10
BLDG FIRE	2
BLDG CONTAINED	4
MOBILE HOME/PORTABLE BLDG	0
VEHICLE	3
BRUSH/GRASS	1
OTHER	0

*Fire is 1.19% of call volume*

TOTAL EMS	549
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*EMS is 65.2% of call volume*

OVERPRESSURE	0
HAZMAT	16
SERVICE	125
GOOD INTENT	110
FALSE ALARM/OTHER	32

*Other is 33.61% of call volume*

TOTAL # OF CALLS	842
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Residential/Commercial Fire Loss	\$265,650
Vehicle Fire Loss	\$75,000

Calls in Town of Chino Valley	94
Calls in Town of Prescott Valley	387
Calls in Town of Dewey-Humboldt	35
Calls in rest of District	326
Calls out of District	2

Average total # of calls per day	28.07
Avg fire calls per day	0.33
Avg EMS calls per day	18.23
Avg all other calls per day	9.43

Auto Aid Given	101
Auto Aid Received	54
Mutual Aid Given	1
Mutual Aid Received	0

#### Unit Responses

	In District	Total
E50	110	113
E51	28	131
E53	135	136
E54	98	101
E57	42	42
E58	108	109
E59	89	94
T50	3	3
E61	94	94
E62	113	115
E63	44	45

#### Call Volume at PRCC

	MONTH	YTD
PFD	604	7,634
CAFMA	842	10,081
GCFD	3	132
OD	5	57
WKFD	2	41

#### Top 5 Call Types

500	EMS
71	Cancelled en Route
60	Public Service Assistance
45	Assist Invalid
23	Vehicle Accident w/Injuries

#### Move Ups by Station

50: 68	57: 5
51: 32	61: 8
53: 7	62: 6
54: 8	63: 7
58: 8	
59: 5	<b>TOTAL: 154</b>

**CLIENT SERVICES AGREEMENT**

This Client Services Agreement (this "Agreement") is entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between Yavapai Community YRMC Association d/b/a Yavapai Regional Medical Center ("YRMC"), and Central Arizona Fire and Medical Authority (CLIENT).

In consideration of the terms and covenants of this Agreement, CLIENT and YRMC hereby agree as follows:

**I. TERMS AND TERMINATION OF AGREEMENT**

- a. This Agreement shall become effective on October 15, 2016, and shall continue in effect for two (2) year period unless either party provides written notice to the other party of its intention not to renew.
- b. **Termination**
  - i. For cause. Either party shall have cause for termination of this Agreement if either party defaults in the performance of any covenant, agreement, term or provision of this Agreement.
  - ii. YRMC shall have cause for termination of this Agreement if payment is not received within 15 days notice that payment is past due.
  - iii. Either party may terminate this Agreement, without cause, by providing the other party the thirty (30) day's written notice.
  - iv. This Agreement shall be subject to the conflicts provisions of A.R.S. §38-511.
  - v. This Agreement may be terminated in the event of non-appropriation of funds or insufficient funds to allow compliance with the terms hereof.

**II. SERVICES**

- a. **Services**
  - i. YRMC shall provide upon request by CLIENT and to the extent available Services (hereinafter referred to as "services") ordered by a member of the CLIENT's Staff for a CLIENT patient.
  - ii. YRMC will invoice CLIENT monthly for individual services and CLIENT agrees to reimburse YRMC for the services and at the rates listed in **EXHIBIT I**.
  - iii. The Parties each affirm that the service provided hereunder and the rates charged therefore are both commercially reasonable and represent fair market value for the services provided. In no event shall the Parties modify these rates so as to reflect the value or number of referrals of patients or business between the Parties.
  - iv. CLIENT is responsible for procuring and properly documenting the order for the medical tests required. Orders shall include patient name, date, reason for the exam, diagnosis and authorized CLIENT staff signature.
  - v. Client is responsible to pay the monthly billing as specified on **EXHIBIT I** and be due and payable within thirty (30) days of billing date on the invoice ("Due Date"). Any amount not paid within thirty (30) days after the Due Date shall bear interest from the Due Date until paid at a rate of one percent (1%) per month or the maximum permitted by law, whichever is less.



## Yavapai Regional Medical Center

- vi. YRMC agrees and understands to only look to CLIENT for payment and shall not bill any patient or third party for Services provided under this agreement.
- vii. Both parties agree to participate in quality control assessment and improvement activities of the other as directed by policies and/or governing body.
- viii. YRMC will provide the needed equipment to perform the services.
- ix. YRMC shall have sole discretion to establish the minimum qualifications necessary for the performance of any service under this Agreement.

### **III.COOPERATION IN REGULATORY AND ACCREDITATION MATTERS**

CLIENT and YRMC agree that each will cooperate with the other promptly and efficiently in order to satisfy all Federal, State, Local requirements, rules, statutes, and laws connected with all services of the agreement including but not limited to Medicare, AHCCCS and any accreditation agency.

### **IV.PERSONNEL**

YRMC is performing the service and duties hereunder as an independent contractor and not as an employee, agent, partner or joint venture with CLIENT. YRMC is required to comply with A.R.S. §41-4401, and hereby warrants that it will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of its employees, the requirements of A.R.S. §41-4401, and with the e-verification requirements of A.R.S. §23-214(A) (together the “state and federal immigration laws”). YRMC further agrees to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws. A breach of a warranty regarding compliance with the state and federal immigration laws shall be deemed a material breach of the Agreement and the party who breaches may be subject to penalties up to and including termination of the Agreement. CAFMA retains the legal right to inspect the papers of any contractor or subcontract employee working under the terms of this Agreement to ensure that the other party is complying with the warranties regarding compliance with the state and federal immigration laws.

### **V. NON-DISCRIMINATION**

YRMC and CAFMA both warrant that they comply with any state and federal laws, rules and regulations which mandate that all persons, regardless of race, color, creed, religion, sex, genetic information, age, national origin, disability, familial status or political affiliation, shall have equal access to employment opportunities, including but not limited to the Americans with Disabilities Act. Both parties shall take affirmative action to ensure that they will not participate either directly or indirectly in the discrimination prohibited by or pursuant to Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Section 109 of the Housing and Community Development Act of 1974, and the Age Discrimination Act of 1975. The parties agree to comply with Arizona Governor’s Executive Order 2000-4, and Arizona Governor’s Executive Order 2009-09 – “Prohibition of Discrimination in Contracts, Non-Discrimination in Employment by Government Cooperators and Sub Contractors, Superseding Executive Order 99-4 and Amending

Executive Order 75-5". Further, the parties will not participate either directly or indirectly in the discrimination prohibited by the Genetic Nondiscrimination Act of 2008.

## **VI. INSURANCE**

CLIENT agrees to maintain general liability and professional liability coverage for CLIENT and its personnel in the minimum of one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) aggregate. CLIENT shall provide YRMC a certificate of insurance evidencing this coverage, as **EXHIBIT II** to this agreement. CLIENT shall provide written notice to YRMC at least thirty (30) days before the cancellation or modification of such insurance.

YRMC agrees to maintain general liability and professional liability coverage for YRMC and its personnel in the minimum of one million dollars (\$1,000,000.00) per occurrence and three million dollars (\$3,000,000.00) aggregate. YRMC shall provide CLIENT a certificate of insurance evidencing this coverage, as an **EXHIBIT III** to this agreement. YRMC shall provide written notice to CLIENT at least thirty (30) days before the cancellation or modification of such insurance.

Each of the parties hereto will be responsible for paying any deductible or self-retention due under its own policy. Further, each insurance policy relied upon hereunder shall provide coverage for the general operations of the Party hereto and its affiliates purchasing same and shall provide coverage applicable to but not specifically limited to this Agreement and the Services provided hereunder. All policies relied upon hereunder shall provide for the waiver of the right of subrogation against the other party hereto.

## **VII. HOLD HARMLESS**

YRMC, for itself and on behalf of its employees, agent(s), and independent contractors agrees to indemnify and hold harmless CLIENT, its agents, officers, directors, employees, and other independent contractors pursuant to Arizona law and the possible qualified immunities arising thereunder from any and all claims, losses, demands, fees, attorneys fees or expenses, causes of action, costs, damages, and expenses against CLIENT or that the CLIENT incurs as a result of a claim resulting from or arising in connection with any breach by YRMC of any provisions of this Agreement, the violation of any statute, rule, regulation or order, or an intentional reckless, or negligent act or omission by the YRMC, its employees, agents, or independent contractors, other than any costs, expenses, claims, demands, causes of action, damages, or judgments that arise out of or are attributable to the negligent act or omission of CLIENT. Provisions of this Indemnifications section shall survive the termination or expiration of this Agreement.

CLIENT, for itself and on behalf of its employees, agents and independent contractors agrees to indemnify and hold harmless YRMC, its agent, officers, directors, employees, and other independent contractors from any and all claims, losses, demands, fees, attorneys fees or expenses, causes of actions, costs, damages, and expenses against YRMC or that the YRMC incurs as a result of a claim resulting from or arising in connection with any breach by CLIENT of any provision of the Agreement, the violations of any statute, rule, regulation, or order, or an intentional, reckless, or negligent act or omission by CLIENT, its employees, agents, or independent contractors, other than any costs, expenses, claims, demands, causes of action, damages, or judgments that arise out of or are attributable to the negligent act or

Yavapai Regional Medical Center

omission of YRMC. Provisions of this Indemnifications section shall survive the termination or expiration of this Agreement.

## **VIII. ACCESS TO RECORDS**

The Centers of Medicare and Medicaid ("CMS"), the Comptroller General of the Government Accounting Office ("GAO"), or their authorized representatives shall have reasonable access to any and all records pertaining to the Services provided by this agreement for a period of four (4) years after the furnishing of Services hereunder.

## **IX. SEVERABILITY**

If any clause, phrase, sentence or provision of this Agreement is illegal, invalid or unenforceable (in whole or in part) under present or future laws effective during the term of this Agreement or any extension thereof, then and in that event, it is the intention of the parties hereto that the remainder of the Agreement shall not be affected by the illegal, invalid, or unenforceable portion and it is also the intention of the parties to the Agreement that in lieu of each clause, phrase, sentence or provision of the Agreement that is illegal, invalid, or unenforceable, there may be added as a part of the Agreement a clause, phrase, sentence or provision as similar in terms to such illegal, invalid or unenforceable clause, phrase, sentence or provision as may be possible and be legal, valid, and enforceable.

## **X. BINDING EFFECT**

This Agreement shall bind and inure to the benefit of the parties hereto. There shall be no third party beneficiaries to this Agreement.

## **XI. NO PARTNERSHIP OR JOINT VENTURE**

The relationship between YRMC and CLIENT hereunder and at all times shall remain solely that of a vendor of Services and purchaser of Services and shall not be deemed to constitute a partnership or joint venture.

## **XII. NOTICES**

All notices required under this Agreement shall be deemed to have been properly served if delivered in writing personally or by registered or certified mail to YRMC as follows:

YRMC     Boyd P. Murayama  
             Director of Physician Practices  
             1003 Willow Creek Road; Prescott AZ 86301

CLIENT    \_\_\_\_\_  
              \_\_\_\_\_  
              \_\_\_\_\_  
              \_\_\_\_\_

Date of service or a notice service by mail shall be the date on which the notice is deposited in a post office of the United States Post Office Department.



**XIII. ENTIRE AGREEMENT**

This instrument and its attachments, if any, contain the entire agreement between the parties and there are no covenants, express or implied, except as contained herein. No statement, promises or inducement made by either party or agent of either party that is not contained in this written agreement shall be valid or binding. No waiver of any condition or covenant of this Agreement by either party shall be deemed to imply to constitute a further waiver of the same or any other condition or covenant of this Agreement.

**XIV. ASSIGNMENT**

No assignment of this Agreement or the rights or obligations hereunder shall be valid without the specific written consent of both parties hereto.

**XV. GOVERNING LAW**

This Agreement shall be governed by the laws of Arizona.

**XVI. AMENDMENTS**

This Agreement may be amended only by an instrument signed by both parties.

**XVII. COUNTERPARTS**

This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which shall together constitute one agreement.

**XVIII. ATTORNEY'S FEES**

In the event of arbitration or litigation to enforce the terms of this Agreement, the prevailing party shall be entitled to an award for its reasonable attorneys' fees and costs incurred.

**XIX. EXECUTION WARRANTY**

Each individual signing this Agreement warrants that such execution has been duly authorized by the party for which such individual is signing, that the execution and performance of this Agreement by such party has been duly authorized by all applicable laws and regulations and all necessary corporate action, if any, and that this Agreement constitutes the valid and enforceable obligation of such party in accordance with the terms of this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement in duplicate on the dates set forth below.

YRMC

By: \_\_\_\_\_

Name: John R. Amos

Title: President & Chief Executive Officer

Date: \_\_\_\_\_

CLIENT

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Exhibits.** The following Exhibits are hereby incorporated by reference herein.

**EXHIBIT I****SERVICES/RATES****WELLNESS INITIATIVE**

Physical Exam	2	2	1	MD	\$160.00	
Visual Acuity	2	2	1	MD	\$0.00	included in physical
Hearing	2	2	1	MD	\$34.00	
Spirometry	2	2	1	MD	\$32.00	
Body Composition	Bi Annually	Bi Annually	Bi Annually	CYFD		
<b>Lab Tests</b>						
CBC	2	2	1	Lab	\$8.00	
CMP (metabolic profile)	2	2	1	Lab	\$13.00	
Lipid profile, fasting	2	2	1	Lab	\$16.00	
Urinalysis	2	2	1	Lab	\$3.00	
Urine for Heavy Metals	Hazmat Only	Hazmat Only	Hazmat Only	Lab	\$23.00	
Chest X-ray	Entry/Symptoms	SMK/S x 4	SMK/S x 2	X-ray	\$59.00	
EKG	4	4	2	Lab/Facility	\$16.00	Done at clinic
Aerobic Capacity	Bi Annually	Bi Annually	Bi Annually	CYFD		
Treadmill Stress	X	4	2	Facility	\$246.00	Tracing at hospital + interpretation
<b>Cancer Screening</b>						
Fecal Occult Blood Testing	X	Optional	1	Lab	\$16.00	
Sigmoidoscopy	X	Optional	5	Physician	\$475.00	Does not include Anesthesiologist cost
Colonoscopy					\$1,076.92	Does not include Anesthesiologist cost or any Pathology
PSA	X	2	1	Lab	\$23.00	
DRE	X	X	X	MD	\$18.00	
Testicular Exam	Self Exam Emph.	Self Exam Emph.	Self Exam Emph.	MD	\$0.00	included in physical
PAP Smear	2 - 3	2 - 3	2 - 3	MD	\$25.00	
Mammogram	X	2	1 - 2	X-ray	\$90.00	
<b>Immunizations/Testing</b>						
PPD	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$14.00	
Hep B	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$62.00	
Td (Tetanus and diphtheria)	10	10	10	MD	\$23.00	
Hep C	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$20.00	
Varicella (chicken Pox)	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$95.00	
Influenza	1	1	1	CYFD	\$19.00	
TB	1	1	1	CYFD	\$123.00	
MMR	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$56.00	
Hep A	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$52.00	
HIV	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$19.00	
Polio	I.C. Policy	I.C. Policy	I.C. Policy	Facility	\$6.00	
Counseling for Healthy Lifestyle	2	2	1	Handouts/MD	\$0.00	
Bone Density	X	X	60 + for ↑ Risk		\$97.00	
I.C. Policy - Infectious Control Policy.						

# Yavapai Regional Medical Center

## ANNUAL

Procedure	Price	
Physical Exam	\$ 160.00	
Visual Acuity	\$ -	included in physical exam
Audiogram	\$ 34.00	
Spirometry	\$ 32.00	
CBC	\$ 8.00	
CMP (metabolic profile)	\$ 13.00	
Lipid profile (fasting)	\$ 16.00	
Urinalysis	\$ 3.00	
Heavy Metals screen, 24 hr urine collection, (Lead, Mercury, Arsenic (Inorganic), Arsenic (Total), Creatinine)	\$ 23.00	
PSA	\$ 23.00	
Hs-CRP	\$ 16.00	
LDH Enzyme	\$ 7.00	
CEA	\$ 23.00	
Chest X-ray	\$ 59.00	
EKG (12 lead)	\$ 16.00	
DRE	\$ 18.00	
Fecal Occult Blood Test	\$ 16.00	
Pulmonary Stress Test	Not available at this time	
Cardio Pulmonary Stress Test	\$ 246.00	
LDL Direct	\$ 12.00	
<b>Total</b>	<b>\$ 725.00</b>	

## OTHER (D&A)

Procedure	Price
Urine Drug Screen	\$ 13.00
Blood Alcohol	\$ 72.00

TO: Fire Board  
FROM: Chief Freitag  
DATE: December 12, 2016

SUBJECT:

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*We are asking for approval to purchase 10 sets of turnouts that are a sole-source item through LN Curtis. This item was identified several years ago as the brand the Agency would standardize on after comparing multiple companies products and prices. CAFMA has a line item budget amount of \$72,600.00 that is usually broken up into two or three purchases over the fiscal year to cycle out turnouts as they approach the 10 year expiration date.*

***Suggested Motion:*** *Approve purchase of 10 sets of turnouts from LN Curtis in the amount of \$26,476.15*

*If you have any questions, please call Assistant Chief of Administration Tharp or myself at 772-7711.*

Ph: 602-453-3911  
TF: 877-453-3911  
Fax: 602-453-3910  
azsales@lncurtis.com  
DUNS#: 00-922-4163



Southwest Division  
4647 South 33rd Street  
Phoenix, AZ 85040  
www.LNCURTIS.com  
Sales Order No. 301744

## Sales Order

**SOLD TO:**  
Central Arizona Fire and  
Medical Authority  
9601 East Valley Rd., Bldg. G  
Prescott Valley AZ 86314

**SHIP TO:**  
Central Arizona Fire and  
Medical Authority  
PO#000436 - Erik Trujillo  
9601 East Valley Rd., Bldg. G  
Prescott Valley AZ 86314

**SALES ORDER NO.**  
301744

**DATE ORDER ACCEPTED**  
10/14/2016

**SALESPERSON**  
Gary Norton  
gnorton@lncurtis.com  
480-296-5202

**CUSTOMER SERVICE REP**  
Alex Rodriguez  
ARodriguez@lncurtis.com  
602-800-7844

CUST ORDER/PO NO.	ORDERING PARTY	CUSTOMER NO.	TERMS	ORDER CLASS
000436	Erik Trujillo	C45606	Net 30	FR

F.O.B.	SHIP VIA	REQ. DELIVERY DATE	SHIP COMPLETE
DEST	Best Way		No

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	10	EA	G-XTREME JACKET - GLOBE CUSTOM	AS FOLLOWS:  *Per CAZ Fire Custom Specs	\$1,350.00	\$13,500.00
2	10	PR	G-XTREME PANTS - GLOBE CUSTOM	AS FOLLOWS:  *Per CAZ Fire Custom Specs	\$1,075.00	\$10,750.00
3	67	EA	SL3LYI GLO	N/C LINE ITEM INCLUDED IN PRICE OF JACKET ABOVE  ADD THE FOLLOWING NAMES TO BLACK PCA ADVANCE HANGING LETTER PATCH  CRUZ McCONNELL MAZON HLAVACEK JONES PERKINS PARRA BARNUM BUTTERFIELD WEILAND	\$0.00	\$0.00

Ph: 602-453-3911  
TF: 877-453-3911  
Fax: 602-453-3910  
azsales@lncurtis.com  
DUNS#: 00-922-4163

# CURTIS

TOOLS FOR HEROES

Southwest Division  
4647 South 33rd Street  
Phoenix, AZ 85040  
www.LNCURTIS.com  
Sales Order No. 301744

Subtotal	\$24,250.00
Tax Total	\$2,226.15
Transportation	\$0.00
<b>Total</b>	<b>\$26,476.15</b>

# PURCHASE ORDER

## CAFMA-Central Arizona Fire and Medical

8555 E. Yavapai Road  
Prescott Valley, AZ 86314

ORDER DATE: 10/12/16  
PO NUMBER: 000436  
PAGE: 1

TO:  
Curtis Tools for Heroes  
Dept 34921  
PO Box 39000  
San Francisco, CA 94139

SHIP TO:  
CAFMA Warehouse Bldg G  
9601 E. Valley Road  
Prescott Valley, AZ 86314  
Attn:

BILL TO:  
Central Arizona Fire & Medical  
8555 E. Yavapai Road  
Prescott Valley, AZ 86314  
Attn: Accounts Payable

SHIP VIA		DELIVERY DATE	TERMS		ORDERED BY	
Delivered		10/12/16	Net 30 Days		EJT	
LINE	PRODUCT ID	DESCRIPTION	QUANTITY	U/M	PRICE	EXT. PRICE
1	413575 Account# 10623130000	Pants, Turnout Pants	10.00	EACH	\$1,075.00	\$10750.00
2	31357F Account# 10623130000	Coat, Turnout Coat	10.00	EACH	\$1,350.00	\$13500.00
3	SALESTAX Account# 10623030000	Sales Tax	1.00	EACH	\$2,226.15	\$2226.15

### NOTES:

VENDOR PHONE NUMBER: (877) 453-3911

**TOTAL: \$26,476.15**

\_\_\_\_\_  
AUTHORIZED SIGNATURE



TO: Fire Board  
FROM: Chief Freitag  
DATE: December 12, 2016

SUBJECT: **APPROVE POLICY AMENDMENTS 203 DRUG POLICY, 401 WORK SCHEDULE, 402 COMPENSATION, 403 LEAVE BENEFITS**

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*The following policies have been reviewed and approved by the Policy Committee:*

*203 Drug Policy – Language was added to clarify that drug testing is required after a vehicle accident.*

*401 Work Schedule – Flex Time was added when the employee is requested to work outside their normal work schedule.*

*402 Compensation – Corrected language to clarify the specific holidays that employees are paid double time for working overtime. Updated language related to Merit Increases, Longevity Pay, FLSA, and Paramedic student progress verification requirements.*

*403 Leave Benefits – Moved and clarified language and related to Hardship Vacation and updated Sick Leave Usage and Compensatory Time sections.*

***Suggested Motion:*** *Approve policy amendments for 401 Work Schedule, 203 Drug Policy, 402 Compensation, 403 Leave Benefits*

*If you have any questions, please call Assistant Chief of Administration Tharp or myself at 772-7711.*

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



### I. PURPOSE

The Agency believes that it is important to promote a drug-free community, to maintain safe, healthy, and efficient operations, and to protect the safety and security of the members, facilities, and property of the Agency. Drugs or alcohol may pose serious risks to the user and all those who work with the user. In addition, the use, possession, sale, transfer, manufacture, distribution, and dispensation of alcohol or illegal drugs in the workplace pose unacceptable risks to the maintenance of a safe and healthy workplace and to the security of Agency members, facilities, and property. Use of marijuana in any form is prohibited. Substance abuse, while at work or otherwise, seriously endangers the safety of members, as well as the general public, and creates a variety of workplace problems, including increased injuries on the job, increased absenteeism, increased health care and benefit costs, increased theft, decreased morale, decreased productivity, and a decline in the quality of products and services provided by the Agency. For all of those reasons, the Agency has established this Substance Abuse Policy.

This policy is not intended to and does not constitute a contract of employment with the Agency.

This policy supersedes and revokes all previous practices, procedures, policies, and other statements of the Agency, whether written or oral, that modify, supplement, or conflict with the policy. This policy may be amended at any time.

### II. SCOPE

This policy applies to all Agency members including management, administration, temporary members, volunteers and all applicants who have received conditional offers of employment with the Agency.

Depending upon their specific job duties, certain members may be subject to additional requirements under client requirements or state or federal regulations, including additional restrictions on drug or alcohol use, and additional provisions for drug and alcohol testing.

### III. POLICY

#### **Dissemination of Policy**

All applicants who have received conditional offers of employment with the Agency will be provided a copy of this policy to review before undergoing drug screening.

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



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### Definitions

#### Illegal Drugs

"Illegal drugs" means any controlled substance listed in schedules I through V of the Federal Controlled Substances Act (21 U.S.C. §812), medication, or other chemical substance that (1) is not legally obtainable; or (2) is legally obtainable, but is not legally obtained, is not being used legally, or is not being used for the purpose(s) for which it was prescribed or intended by the manufacturer. Thus, "illegal drugs" may include even over-the-counter medications, if they are not being used for the purpose(s) for which they were intended by the manufacturer.

#### Legal Drugs

"Legal Drugs" means prescribed or over-the-counter drugs that are legally obtained by the member and used for the purpose(s) for which they were intended by the manufacturer.

#### Agency Property

"Agency property" and "Agency equipment, machinery, and vehicles" means all property, equipment, machinery, and vehicles owned, leased, rented, or used by the Agency.

#### On Duty

"On duty" means all working hours, as well as meal periods and break periods, regardless of whether on Agency property and all hours when a member represents the Agency in any capacity.

### Work Rules

#### Substance Abuse by Members

##### Alcohol

Members may not use, possess, sell, or transfer alcohol while on duty, while working, while on Agency property, or while operating Agency equipment, machinery, or vehicles.

Members may not work or report to work with detectable levels of alcohol in their systems.

Members who violate either of these rules will be subject to discipline, up to and including immediate discharge. The Agency may make exceptions to these rules for certain business or social functions sponsored or approved by the Agency.

#### Illegal Drugs

Members may not possess illegal drugs or engage in the illegal use of drugs while on duty, while working, while on Agency property, or while operating Agency equipment, machinery, or vehicles.

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~04/06/2010~~ 12/07/2016



Members may not work or report to work with detectable levels of illegal drugs or the metabolites of illegal drugs in their systems.

Members may not manufacture, distribute, dispense, transfer, or sell illegal drugs.

Members who violate any of these rules will be subject to discipline, up to and including immediate discharge.

### Legal Drugs / Medication

Any member who has reason to believe that the legal use of drugs, such as a prescribed medication, may pose a safety risk to any person or interfere with the member's performance of his or her job must report such legal drug use to his or her supervisor. The Agency shall then determine whether any work restriction or limitation is indicated. Failure to report the legal use of a drug that may pose a safety risk could result in disciplinary action.

### Criminal Drug Convictions

Any member who is convicted of violating any criminal drug statute will be subject to discipline up to and including immediate discharge.

Refer to Policy J620 Discipline - Disclosure of Information for direction on reporting law enforcement contact for any criminal activity, including illegal drug activity.

### Inspection of Property, Equipment, and Vehicles

All persons on Agency property or who are performing services on an Agency project, and all property, equipment, and vehicles on Agency property or being used in connection with the performance of work on an Agency project (including without limitation all vehicles, containers, desks, and file cabinets), are subject to unannounced inspection by the Agency. You should not expect that any property or items that you bring to work with you or that you use at work are private. If you do not want any property or items inspected, do not bring them to work. Members who refuse to permit inspections under this Policy or who fail to cooperate with inspections under this Policy will be subject to discipline, up to and including immediate discharge.

### **Drug and Alcohol Testing**

The Agency may require that members and applicants provide urine, blood, breath, and/or other samples for drug and alcohol testing under any of the following circumstances:

#### Pre-Employment Testing

All applicants who have received conditional offers of employment will be

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



required to undergo drug testing as a condition of employment.

### Reasonable Suspicion Testing

The Agency may require any member to undergo drug and alcohol testing if management has a reasonable suspicion that the member:

- Has violated the Agency's written work rules prohibiting the use, possession, sale, or transfer of alcohol and/or illegal drugs while on duty, while working, while on Agency property, or while operating Agency equipment, machinery, or vehicles;
- Is under the influence of alcohol and/or illegal drugs while on duty, while working, while on Agency property, or while operating Agency equipment, machinery, or vehicles;
- Is impaired by alcohol and/or illegal drugs; or
- May be affected by the use of alcohol and/or illegal drugs and that the use may adversely affect job performance or the work environment.

### Post-Accident / Injury Testing

The Agency requires any member to undergo drug and alcohol testing as soon as practical after a work-related accident or injury. Members being seen by a hospital or Agency physician as a result of an on-duty accident or injury will be drug tested within 24 hours. [Additionally, any motor vehicle accident that results in damage that may warrant an insurance claim will require a drug and alcohol test of the vehicle operator within 24 hours of the incident.](#)

### Treatment Program Testing

Any member who has been referred by the Agency for chemical dependency treatment or evaluation or who is participating in a chemical dependency treatment program under a member benefit plan may be required to undergo drug and alcohol testing without prior notice during the evaluation or treatment period and for up to 2 years following the member's return to work.

### Additional Testing

The Agency also may require members to undergo drug / alcohol testing when, in the judgment of management, such testing is appropriate for the safety of members, customers, or the public at large, or for the maintenance of productivity, quality, or security of property or information.

### Scheduling of Tests

Drug or alcohol impairment testing shall normally occur during, or immediately before or after, a regular work period. Testing shall be deemed work time for the purposes of compensation and benefits for current members.

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



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### **Specimen Collection and Testing Procedures**

#### Specimen Collection Procedures

##### Test Subject Privacy

Appropriate professional member will supervise the collection of urine and blood specimens for testing. In the absence of a reasonable suspicion that the test subject will alter or substitute a urine specimen, the collection member will not directly observe the collection of the urine specimen.

##### Chain of Custody Procedures

The Agency will take steps to preserve the chain of custody of specimens, in order to ensure testing accuracy.

##### Specimen Testing Procedures

Specimens will be tested only by laboratories that are properly approved to conduct drug and alcohol testing by U.S. Department of Health and Human Services (SAMHSA, formerly NIDA), the College of American Pathologists, or the State of Arizona.

The laboratory will test for the presence of marijuana, alcohol, illegal drugs, and their metabolites only.

The Agency will rely only on positive initial screening test results that also have been confirmed by gas chromatography / mass spectrometry or other methods of confirmatory analysis provided for by the National Institute on Drug Abuse, the Department of Health and Human Services, or the College of American Pathologists ("confirmatory test").

##### Cost of Testing

Individuals applying for a position with the Agency will be required to pay for all required drug and alcohol testing. The Agency will pay for any member drug and alcohol test that it requests or requires. The Agency will pay reasonable transportation costs to current members if their required tests are conducted at a location other than the member's normal work site or in the alternative provide transportation for the member.

##### Suspensions Pending Test Results

Pending receipt of test results and written explanations and requests for retests of positive confirmatory test results, members may be temporarily suspended. If a member is suspended and the final confirmatory test result is negative, the member will be reinstated immediately with full back pay.

## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



### Test Result Reports

The Agency will promptly communicate test results to test subjects. Any test subject may request a copy of his or her test result report. Member must submit request for results records in writing.

### **Confidentiality of Test Results**

The Agency will not disclose test results except as authorized by the test subject or as authorized, permitted, or required by applicable law.

### **Consequences of Refusal**

Members and applicants may refuse to undergo drug and alcohol testing. However, members who refuse to undergo testing or who fail to cooperate with the testing procedures will be subject to discipline, up to and including immediate discharge. Applicants who refuse to undergo testing or who fail to cooperate with the testing procedures will not be hired and will not be reconsidered for employment for 1 year.

### **Right to Explain Test Results**

Any test subject who tests positive on a confirmatory test on any drug and alcohol test required by the Agency may:

- Submit additional information to the Agency's Human Resource Director, in a confidential setting, to try to explain the confirmed positive test result; and
- Request in writing a confirmatory retest of the original sample, at his or her own expense, provided that the Agency Human Resource Director must receive the request within 5 working days after the test subject has been informed of the confirmed positive test result.

Confirmatory retests requested and paid for by the test subject may be conducted only by laboratories that are properly approved to conduct drug and alcohol testing by the National Institute on Drug Abuse, the Department of Health and Human Services, or the College of American Pathologists.

### **Consequences of Confirmed Positive Test Results**

#### Applicants

Any applicant who tests positive on a confirmatory test on any drug and alcohol test required by the Agency and who does not timely and successfully refute the test results by explanation or retesting will not be hired and will not be reconsidered for employment for 1 year.

#### Members

##### First-Time Positive Test Result

Any member who tests positive on a confirmatory test on any drug and alcohol test required by the Agency for the first time and who does not timely and



## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



successfully refute the test results by explanation or retesting will be subject to discipline short of discharge. Such members also will be referred for a chemical dependency evaluation, and will be required to sign an appropriate "last-chance" agreement with the Agency governing substance abuse and testing.

Any member, who fails to appear for a chemical dependency evaluation when directed by the Agency, fails to complete the terms of any prescribed treatment program, or fails in any way to cooperate with the chemical dependency referral and/or treatment process, will be subject to discipline, up to and including immediate discharge.

### Second-Time Positive Test Result

Any member who tests positive on a confirmatory test on any drug and alcohol test required by the Agency for the second time and who does not timely and successfully refute the test results by explanation or retesting will be subject to discipline up to and including immediate discharge.

### Unemployment Compensation Benefits / Workers' Compensation Benefits:

Any member who refuses to cooperate with or who tests positive on a confirmatory test on any drug and alcohol test required by the Agency and who does not timely and successfully refute the test results by explanation or retesting and who is discharged will be subject to loss of unemployment insurance benefits.

Any member who refuses to cooperate with or who tests positive on a confirmatory test on any drug and alcohol test required by the Agency after a workplace accident or injury and who does not timely and successfully refute the test results by explanation or retesting will be subject to loss of workers' compensation benefits.

### **Employee Assistance Program / Substance Abuse Treatment**

The Agency regards its members as its most valuable asset. Accordingly, the Agency maintains an Employee Assistance Program (EAP) that provides help to members who suffer from substance abuse and/or other mental health problems.

No member will be subject to discipline for voluntarily seeking EAP assistance or substance abuse treatment. A member may not, however, avoid discipline for violating the Substance Abuse Policy by seeking this assistance after the member is referred for testing pursuant to this policy. In addition, a member's participation in an EAP or referred substance abuse treatment program will not excuse the member from being required to meet all of the same standards and qualifications for the job that apply to other members, including performance, attendance, and other measures.



## 203 DRUG POLICY

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/06/2010~~ [12/07/2016](#)



The Agency will conduct drug-free awareness programs periodically. These programs will inform members about the following:

- The dangers of drug and alcohol abuse in the workplace;
- The Agency's policy of maintaining a drug and alcohol-free workplace;
- Available drug and alcohol counseling, rehabilitation, and member assistance programs; and
- The sanctions that may be imposed for drug and alcohol abuse violations.

Members are encouraged to approach their supervisor at any time with any questions they have about the Agency's Substance Abuse Policy.

## 401 WORK SCHEDULE

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~12/01/2010~~ [12/07/2016](#)



### I. PURPOSE

The purpose of this policy is to identify the work schedule for all members of the Agency.

### II. SCOPE

This policy applies to all part-time and full-time Agency members.

### III. POLICY

Operations members, including Battalion Chiefs, will work a 24-hour shift rotation. The schedule shall consist of a 3-day tour, working 24 hours on and 24 hours off with 4 days off following each tour.

~~Support Services~~ [Non-Operations](#) offices are open as assigned by Fire Chief and members are assigned a 40-hour work week during this time frame as authorized by supervisor [or as directed by the agency](#).

#### Flex Time

[Non-Operations personnel may be requested to work outside their normal work schedule. The organization may request that the employee flex their schedule to accommodate the special assignment, while still maintaining their 40 hour work week, thus eliminating the need for overtime. This direction shall be from a supervisor, and will not prohibit the necessary use of required overtime for fulfilling the needs of the Agency.](#)

[Non-Operations personnel may request to flex their work schedule within the same work day and only upon approval of their supervisor. Flex time must be recorded in the Agency staffing program \(Telestaff\).](#)

[Flex time will not be a substitute for Education, Vacation, or Sick Leave.](#)

## 402 COMPENSATION

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~12/01/2016~~ 12/07/2016



### I. PURPOSE

The purpose of this policy is to identify a compensation schedule for wage increases, overtime, assignment pay, extra pay, holidays paid or holidays given off with pay, etc. for members of the Agency.

### II. SCOPE

This policy applies to all part-time and full-time Agency members.

### III. POLICY

Current annual wage scales are available from Administration.

#### Merit Increases

All members must attain a score total average score of 2.0 "progressing" (probationary) or 2.5 (non—probationary) ~~"exceeds departmental standards"~~ or higher to be eligible for a merit increase. Anyone receiving a rating of 1 in any category shall not be eligible for a merit increase for that rating period.

#### Longevity Pay

Agency members that have achieved Step ~~13~~7 in their pay range and have at least a total average score of 2.5 (non – probationary) or higher ~~"meets standards / above average" evaluations~~ will receive a 1% yearly salary increase for longevity pay. Anyone receiving a rating of 1 in any category shall not be eligible for a merit increase for that rating period. Members will no longer be eligible for a longevity increase after ~~12~~13 longevity increases per pay range.

~~Longevity pay will be added to member's salary 1 year after they receive a Step 7 merit raise, if the annual evaluation attains a score of "meets departmental standards" or higher. This increase will be added annually as long as they remain in the same pay range, meet the minimum evaluation guidelines, and have not received 13 longevity increases.~~

#### Holiday Pay

All full-time operations members, including Battalion Chiefs, receive \$100 per holiday for the following 10 holidays:

New Year's Day  
Martin Luther King, Jr. Day  
President's Day  
Memorial Day  
Independence Day

Labor Day  
Columbus Day  
Veteran's Day  
Thanksgiving Day  
Christmas Day

## 402 COMPENSATION

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~12/01/2010~~ 12/07/2016



All full-time non-~~shift~~operations members receive the following 7 holidays off with pay:

New Year's Day  
Memorial Day  
Independence Day  
Labor Day

Veteran's Day  
Thanksgiving Day  
Christmas Day

All full-time non-~~shift~~operations members will also receive 3 floating holidays off with pay in place of the following holidays: Martin Luther King, Jr. Day, President's Day, and Columbus Day. The accrual of and availability for use is at the beginning of each calendar year. Operations personnel assigned to an alternate work schedule (light duty) will be eligible for a -floating holiday(s) only if their alternate work schedule encompasses the date of any of the three designated floating holidays. They must take the earned floating holiday prior to returning to shift work, or forfeit the benefit.

~~These f~~loating holidays will be requested and approved following existing leave protocols. Minimum staffing requirements for each division will be determined by each division supervisor. Failure to use the designated floating holidays prior to the end of the calendar year will result in the forfeiture of the benefit. The closure of offices or facilities for non-~~shift~~operations personnel will be in observance of the annual Federal Holiday Schedule with mandatory (non-floating) holidays being observed on the closest work day to the calendar holiday.

Operations qualified personnel ~~and non-shift members~~ will be compensated at double their normal hourly rate for any overtime if required to work on an unscheduled shift only on an above listed holiday. New Years Day, Independence Day, Thanksgiving Day, or Christmas Day. All other non-exempt personnel shall be paid overtime (time and half) if required to work on a mandatory holiday and must be approved as noted under "Approval of Overtime".

### **Fair Labor Standards Act (FLSA)**

The Agency observes a ~~28~~7-day work period and overtime is calculated using the regular overtime method of dividing an annual salary by 2,9~~12~~20 hours. In addition, accrued paid time off, when used by members during the work period, will count towards the overtime calculations. FLSA law provides that where State and local government members, solely at their option, work occasionally or sporadically on a part-time basis for the same public agency in a different capacity from their regular employment, the hours worked in the different jobs shall not be combined for the purpose of determining overtime liability under the Act. Reference CFR §553.30.

### **Approval of Overtime**

## 402 COMPENSATION

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~12/01/2010~~ [12/07/2016](#)



Any overtime, other than that which related to emergency responses and/or minimum staffing, shall have prior approval by the Assistant Chief or Fire Chief.

### **Timeliness of Paperwork**

~~All required paperwork for Acting Pay or Overtime worked shall be submitted to the appropriate supervisor by the end of the tour in which the additional compensation was earned.~~

All required paperwork or entries in the staffing program for Acting Pay or Overtime worked must be received by the Payroll Department by 10:00 a.m. on the Monday following the end of the pay period to be included in the compensation for that pay period.

All pay change paperwork must be received by the Payroll Department by the Monday prior to the end of the pay period to go into effect for that pay period. If there was an error for the payroll period or an omission of pay due, a Payroll Correction Form must be completed by the employee (and appropriate supervisors) to be processed in the next pay period.

When working on special projects which are outside normal job duties, there will be no compensation for off-duty time, i.e., sleep, rest, meal times (unless on-call), and recuperation, etc. Members must sign the Special Duty Assignment Agreement to qualify for this compensation.

### **Paramedic Assignment Pay**

Paramedics will receive assignment pay. This assignment pay will be added to their base salary. Agency sponsored members that are attending a paramedic training program will receive 50% paramedic assignment pay upon 1/3 successful completion of paramedic training. Member will receive 100% paramedic assignment pay upon successfully completing 2/3 of paramedic training program. The Supervisor of the attending sponsored member will request verification of completing criteria from the Paramedic Program at each pay increase benchmark.

Paramedic assignment pay is contingent upon member maintaining their certification.

Copies of updated medical certification cards required by Arizona DHS and YRMC will be turned in to the office prior to expiration date on the card. Failure to have a current copy of medical certification cards on file will result in the loss of any associated assignment pay and may result in disciplinary action. Full time members will be removed from shift work and reserves will be removed from auxiliary staffing status until copies of medical certification cards can be obtained.

## 402 COMPENSATION

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~12/01/2010~~ [12/07/2016](#)



### **HazMat Assignment Pay**

Hazardous Materials Technicians will be paid assignment pay. All technicians are expected to attend a minimum 66% of the scheduled monthly hazardous materials drills during the calendar year; this includes time on and off duty. On-duty members should make an effort to attend the drill by making prior arrangements with the battalion chief or utilizing trades. If unable to attend, members should make up the drill or class that was missed. Members that do not meet the attendance requirements will meet with the team coordinators to evaluate performance and participation. There will be no further compensation for attending these drills. Overtime will be paid for responding off duty to hazardous material incidents.

### **TRT Assignment Pay**

Technical Rescue Technicians will be paid assignment pay added to their regular hourly rate. In return, all technicians are expected to attend a minimum 66% of the scheduled monthly TRT drills during the calendar year; this includes time on and off duty. On-duty members should make an effort to attend the drill by making prior arrangements with the Battalion Chief. If unable to attend, members should make up the drill / class that was missed. Members that do not meet the attendance requirements will meet with the team coordinator to evaluate performance and participation. There will be no compensation above the previously stated hourly assignment pay for attending these drills. Overtime will be paid for responding off duty to TRT incidents.

### **Peer Fitness Trainer Assignment Pay**

Peer Fitness Trainers will be paid an assignment pay added to their regular hourly rate. In return, all peer fitness trainers are expected to be responsible for knowing and applying a significant amount of information to safely and effectively train fellow firefighters and give them the results they need for a long and healthy career in the fire service. Each trainer is required to be a Peer Fitness Trainer certified through the American Council on Exercise (ACE) which is geared towards firefighter health and wellbeing. Additionally, they must maintain all CE requirements, recertify every 2 years through ACE, and have the certification on file with the Administrative Office to be eligible for the Assignment Pay. Special Duty pay will be used as compensation for members testing.

### **Acting Pay**

Member is paid an additional \$1.00 per hour for working in an acting position with a 1 hour minimum as approved by supervisor.

### **Engineer / Supervisor Meetings – Pay**

It is mandatory for Engineers and Supervisors to attend the semi-annual meetings held for their ranks. Time spent at these meetings will be paid overtime. Acting Engineers and Acting Captains are encouraged, but are not required, to

## 402 COMPENSATION

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~12/01/2010~~ [12/07/2016](#)



attend these meetings also as appropriate to their rank and will be paid overtime for attending.

### **Special Duty Assignment Pay**

All members will be compensated at a rate of \$25.00 per hour for all hours documented. There will be no compensation for off-duty time, i.e., sleep, rest, meal times, and recuperation, etc. per 29 CFR 553.212(a), and (b), and 553.30 – Non-exempt and Occasional or Sporadic Work.

All members who participate in this program are members of the Agency while on the Special Duty Assignment, and are governed by Agency. Any violations will be handled accordingly.

### **Compensation for Off-Duty Responses**

All members who are canceled anytime within 1 hour of the initial alarm will be compensated for 1 hour. After 1 hour, members will be compensated for actual time worked over the one-hour minimum.

### **Members Working Overtime in a Suppression Position**

Agency members that are employed in a position at [CAFMA](#) ~~CYFD~~ that does not include fire suppression or other emergency response duties may work overtime hours, outside normal work hours, to response to fires and other emergency scenes if qualified and requested.

Overtime hours in this situation will be paid at the overtime rate of the individual's full-time position. Members will remain in the retirement system appropriate to their regular full-time position.

For example, a fire inspector may work on an engine in the capacity of a firefighter if they meet and maintain the established skill and physical requirements of a firefighter.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



### I. PURPOSE

The purpose of this policy is to identify the leave accrual and use benefits for all members.

### II. SCOPE

This policy applies to all part-time and full-time members.

### III. POLICY

#### Vacation

##### **Accumulation of Vacation Time**

Vacation hours accrue on a monthly basis (at the end of the month) as follows:

<b>Years of Service</b>	<b>0-4</b>	<b>5-9</b>	<b>10-14</b>	<b>15-19</b>	<b>20+</b>
<b>24-Hour Shift Members</b>	12.00	15.00	18.00	21.00	24.00
<b>Non-Shift Members</b>	8.00	10.00	12.00	14.00	16.00

24-hour shift members may accumulate no more than 720 hours of vacation at any time. Only 480 hours of vacation will be reimbursed upon termination of employment.

Non-shift members may accumulate no more than 480 hours of vacation at any time. Only 320 hours of vacation will be reimbursed upon termination of employment.

Part-time members shall accrue vacation time commensurate with the number of regularly assigned hours per week.

##### **Vacation Usage**

For nonexempt members, the minimum number of vacation hours that may be taken is 4 hours for 24-hour shift members and 1 hour for all other members. Non-exempt members shall record their vacation leave based on the actual hours off.

Exempt members shall record their vacation leave based on days off.

Three Operations members may be allowed off for vacation or education leave on any given shift, unless special approval has been granted by the Assistant Chief or Fire Chief. A fourth member may schedule educational leave to attend



## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



an EMT or paramedic recertification course. The maximum remains at three operations members to be allowed off for scheduled leave unless it pertains to medical recertification, or Administrative Leave that was budgeted for educational purposes.

If leave is taken in excess of what has been earned, your account will reflect the negative balance and discipline applied as appropriate.

If a member responds to a call or works a duty day while on vacation, the amount of vacation used will be reduced accordingly.

Members may donate accumulated vacation hours to aid another member who is unable to work due to personal illness or crisis. The receiving member must have exhausted all of their accrued vacation and sick leave.

### **Preferred Vacation**

Preferred vacation for the next fiscal year will be scheduled annually (April – June) prior to July 1st using TeleStaff to auction vacation.

The preferred vacation selection will be offered to each member of the shift in order of seniority from hire date.

- Preferred vacation is not mandatory.
- 24-hour shift members are entitled to sign up for a preferred vacation period of not more than 6 shifts.
- Each Person can take up to six consecutive 24 hour shifts.
- Vacation must be within two tours.
- Two tours need not be consecutive. (A three-shift tour in December and a three-shift tour in July.)

Non-shift members may sign up for not more than 80 consecutive work hours.

The period shall be for only those hours accrued at the beginning of the vacation period.

After the Preferred Vacation picks are completed by all shift members the Preferred Vacation process will start over for the opportunity for personnel to pick three random nonconsecutive days. When the lowest seniority person is finished the vacation calendar will be opened up for first come vacation and education leave picks.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



Education leave requests will be held until the preferred vacation selection is completed.

### **Regular Vacation**

Regular vacation is that vacation time available after the preferred vacations have been scheduled.

Regular vacation is available on "a first-come, first-served" basis. Rank and seniority have no preferential treatment.

Regular vacation may be taken in any increment not to exceed 160 hours for non-shift members or 240 hours for 24-hour shift members.

Members desiring vacation may check TeleStaff or contact the chief officer to determine available days.

Supervisors must approve vacations.

### **Hardship Vacation**

Members taking hardship vacation must receive verbal approval from the on duty Battalion Chief. Operations personnel will be afforded up to 48 hours per year of hardship vacation only under certain circumstances. Hardship vacation shall be used for things such as home emergencies (i.e. flooding, wind or storm damage, and disabled vehicle), out of town and cannot get back to work on time due to situation beyond your control (i.e. airport shut down, snowed in, or disabled vehicle). Assistant Chief / Director or Fire Chief approval is required for additional days.

Hardship vacation will be charged against accrued vacation time. Hardship vacation may be given regardless of how many people are off and may require over time. Hardship vacation will be granted for the minimum amount of time needed for the hardship.

Hardship vacation will not be used as an additional vacation day, or in lieu of sick leave, family medical leave or emergency leave.

Users of hardship vacation must notify and receive approval from the on-duty Battalion Chief or from their supervisor (if non-operations members). Hardship vacation should be requested a minimum of 1.5 hours in advance when possible

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



~~Shift members may take a maximum of 48 hours. All other members may take a maximum of 32 hours per year hardship vacation leave. Assistant Chief / Director or Fire Chief approval is required for additional days.~~

### **Seniority**

Seniority is "time on the job in fulltime status" and may be used only to select preferred vacation dates. The failure to select a preferred vacation period when preferred vacation is auctioned off by TeleStaff will be considered as waiving any rights of seniority to preferred vacation periods.

When members have the same seniority dates, test scores and/or class standing will be used to determine seniority.

### **Cancellation of Vacation**

In the event of an Agency emergency, the Fire Chief may cancel any or all vacations or portions thereof. Members who are affected will have priority in choosing replacement vacation days from the open vacation days.

### **Vacation for Chief Officers and Non-Operations Members**

Members not assigned to operations will have their vacations approved by their supervisors in a manner that will not impair the efficiency of their division.

### **Vacation Buyback**

When a member terminates employment, they will be paid accrued vacation up to 320 hours for non-shift members and 480 hours for 24-hour shift members. Vacation time will be paid at the member's current hourly rate.

### **Return from Off District**

Upon return from an off-District assignment, if the remainder of the shift is requested off, it will be considered vacation and not subject to the vacation requirement contained in this manual.

### **Sick Leave**

#### **Accumulation of Sick Leave**

Sick leave is accumulated in the same manner as vacation leave.

There is no maximum accrual.

No sick leave will be accrued by part-time members.

#### **Reduced Hours from Fulltime to Part-time**

If a full-time member transfers to part-time for any reason, including voluntary transfer by reason of Agency reorganization or disciplinary reasons, sick leave

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~04/16/2016~~ 12/07/2016



accrual for that member shall cease, and the sick leave accrued while that member worked for the Agency as a full-time member shall remain credited to that member's account. Should the part-time member terminate their employment for any reason, the sick leave accrued as a full-time member shall be forfeited, unless vested pursuant to Agency policy relating to buy back. If however, that part-time member should, at a later date, again become a full-time member, then said accrued sick leave shall once again be made available to that full-time member, and the accrual of sick leave for that full-time member shall continue. No credit for purposes of sick leave accrual or buy back shall be given to a member working on a part-time basis. The time for sick leave accrual and vesting shall be tolled while a member works for the Agency part-time.

### **Part-time Members and Sick Leave**

Part-time members with accrued sick leave on the books at time of reduction in hours may use sick leave. Part-time members will not accrue sick leave.

### **Sick Leave Usage**

Sick leave shall be used to recuperate from an injury or illness that prohibits the performance of duties and to minimize the spread of infectious disease, or for the care of a sick/injured immediate family member. or for Non-operations personnel, those assigned to a 40 hour work week, may use sick leave ~~medical~~ for medical appointments.

Nonexempt members shall record their sick leave based on the actual hours off.

Exempt members shall record their sick leave based on the days off.

Operations members using more than 4 consecutive 24-hour shifts or 8 consecutive work days will be required to use family and medical leave.

Operations members unable to report to work at the start of a shift because of illness or injury shall update TeleStaff not less than 1.5 hours before shift change. Operations members are not eligible for overtime 24 hours after calling in sick. (example: Call in sick on Monday, not eligible to work overtime until Wednesday).

All other members shall notify their immediate supervisor or place of employment at least 30 minutes before the start of their scheduled work period.

Non-operations members, off for ~~more than~~ 40 consecutive hours, and shift members, off for ~~more than~~ 72 consecutive hours, will be required to turn in a release from their doctor verifying the nature of their illness. Verification of sickness may be required by the Fire Chief in certain instances when members are on sick leave less than the above number of days or shifts.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~04/16/2016~~ 12/07/2016



The physician's release must be approved by the ~~Fire Chief~~ Human Resources before fire members may resume fire-related duties.

Personnel that utilize more sick time than they have available will not be paid for hours taken in excess of their bank, and may receive disciplinary action.

### **Member's Inability to Work Due to Illness / Health**

When a question arises about an Agency member's ability to perform his job without hazard to his health, the chief officer may consult with the Agency's physician, who shall establish a period of physical disability, if appropriate. (The Agency's physician may consult with the member's physician, if they have one.)

At the ~~Fire Chief's~~ Agency's discretion, a member may be assigned to light-duty status if such work is available.

### **Leave Donation**

Members may donate accumulated vacation hours to aid another member who is unable to work due to personal illness or crisis. The receiving member must have exhausted all of their accrued vacation and sick leave.

### **Special Leave Without Pay**

There will be no accrual of vacation and sick leave during unpaid leave.

### **Leave of Absence (LOA)**

Leave of absence may be granted by the Fire Chief to any member for a minimum of 1 month, not to exceed 1 year. Leave of absence will not be considered as Agency-credited service.

### **Medical Leave of Absence**

Medical leave of absence may be granted by the Fire Chief to any member for medical or physical recuperation, on a case-by-case basis.

Members shall be responsible for their medical insurance payments (to be paid to the Agency) during leave without pay.

Arizona State Retirement System (ASRS) and Public Safety Retirement System (PSPRS) will accept authorized leave without pay as "service," but not as "credited service" toward normal retirement.

The date of merit eligibility will be adjusted to delay the date in accordance with the amount of time not worked.

### **Extended Leave**

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



Extended leave is defined as any leave of more than 30 days. If on an extended leave both probationary and regular evaluation dates, seniority standing, and leave accrual will be adjusted accordingly.

Arizona State Retirement System (ASRS) and PSPRS will accept authorized leave without pay as "service", but not as "credited service" toward normal retirement.

The date of merit eligibility will be adjusted to delay the date in accordance with the amount of time not worked.

Openings created by an extended leave may be temporarily backfilled. The decision to utilize temporary backfilling will be made by the Assistant Chief or Fire Chief.

### **Sick Leave Buyback**

**OPTION A - SICK LEAVE BUY-BACK:** Members who retire or voluntarily separate employment with a minimum of 10 years of continuous employment will be compensated for 50% of sick leave accrued in excess of 712 hours for non-shift members and 1,068 hours for 24-hour shift members at the member's hourly rate at the time of separation. Members dismissed are not eligible except as authorized by Fire Chief on a case-by-case basis.

**OPTION B - NON-HOURLY COMPENSATION:** Members who have attained a minimum of 17 years of service and a minimum of 1,200 hours sick leave for non-shift members and 1,800 hours sick leave for 24-hour shift members may elect to have 50% of future accrued sick leave hours converted to non-hourly compensation and paid at their hourly pay rate on a per pay period basis until their retirement. If the member plans on staying longer than 20 years, the non-hourly compensation may begin any time after the 17th year of service, at the member's request.

The following requirements and restrictions apply:

- Member must notify Administration in January before the beginning of the fiscal year in which this Option will be utilized.
- Non-shift members must have a minimum of 1,200 hours of accrued sick leave and 24-hour shift members must have a minimum of 1,800 hours of accrued sick leave before invoking Option B.
- Any time a non-shift member's sick leave drops below 880 hours or a 24-hour shift member's sick leave drops below 1,320 hours Option B stops and they automatically revert to Option A for the duration of their employment.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



- At the time of retirement, 50% of any excess sick leave over 712 hours for non-shift members and 1,068 for 24-hour shift members will be compensated in a lump sum at the member's base hourly rate at the time of separation (See Insurance and Related Benefits / Post Employment Health Plan (PEHP).
- Once the member elects Option B, it must continue until their retirement, unless the member's sick leave drops below 880 hours for non-shift members and 1,320 hours for 24-hour shift members.
- This option can be exercised only once during the member's career.

### **Emergency Leave**

Members may be granted "Emergency Leave" for critical situations such as a death or serious illness or injury in the member's family.

"Family" is to include children, brother, sister, mother, father, grandfather, grandmother, spouse, and all corresponding relatives of the spouse.

Emergency leave will not be charged against accrued vacation time.

Emergency leave shall be granted for the minimum amount of time needed for the emergency. A Chief level officer may grant the remainder of the shift for emergency leave. The Assistant Chief / Director or Fire Chief may grant additional emergency leave limited to 48 hours for 24-hour shifts members or 40 hours for non-shift members.

An accommodation to allow use of vacation leave may be afforded to members requesting emergency leave pertaining to the death of someone extending outside the policy's definition of family. The amount of leave time allowed will be the same as outlined for definition of family.

Members requiring additional time off for a serious illness or injury in the member's family must request family and medical leave if qualified.

A Chief Officer must approve all emergency leave.

### **Pregnancy Leave**

This policy establishes guidelines relating to the safety of members of the Agency who become pregnant, their fellow members, and the public.

The Agency recognizes pregnancy as a normal occurrence in a woman's life and therefore establishes this policy to implement the provision of temporary 8-hour



## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



alternate non-hazardous duty assignments for a pregnant female member until the member takes Family and Medical Leave.

- Responsibility

When a member is diagnosed by a physician as pregnant, she will immediately notify her supervisor.

- Assignments

Members assigned to a operations position shall request a letter from their attending physician addressing the member's ability to continue in her present assignment. Human Resources will provide the member with a packet of information for her attending physician that includes a description of job duties, responsibilities, and conditions.

The member is responsible, with advice from her physician, to determine how long she will continue in her assigned position.

Temporary reassignments to 8-hour alternate non-hazardous duty within a classification may be granted after written request to the Fire Chief by the member.

Operations members assigned to an 8-hour position will remain at the same salary range and step, but will not receive their automatic FLSA overtime.

All alternate non-hazardous assignments shall be based upon Agency needs and physical limitations determined by the member's attending physician.

- Uniform

While assigned to a operations position, pregnant members will be required to wear the specified uniform and all safety equipment.

While assigned to alternate non-hazardous duty or a non-operations position, civilian or maternity clothing may be worn by pregnant members.

- Training

While on alternate non-hazardous duty, the member will participate in Agency-level training that other fire members are undergoing, as long as the class activities do not pose any risk to the member.

Discrimination on the basis of pregnancy, childbirth, or related medical conditions constitutes unlawful sex discrimination and will not be tolerated.

### **Subpoenaed Leave**



## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



If a member is subpoenaed for court appearance in connection with Agency business, the Agency will pay the member's wages during the period involved and the member will return all subpoena fees to the Agency except for travel expenses. If the subpoena does not involve the Agency, the member will be responsible for arranging coverage in his absence.

### **Jury Duty Leave**

It is the responsibility of each member to notify his immediate supervisor upon receipt of a jury summons and the dates of service.

Members serving on jury duty during their scheduled working hours will receive full pay and benefits.

Members serving on jury duty will return all the jury fees to the Agency except for their travel expenses.

### **Military Leave**

All members required to attend military training shall be entitled to a military leave from their respective duties.

Military leave will be granted for one weekend a month and for two weeks a year without loss of benefits, time, evaluation rating, vacation accrual, sick leave, or salary.

Additional military training time will be granted without pay and benefits.

Members involved shall submit a copy of their military orders directing them to report for duty to their immediate supervisor as soon as possible for approval of military leave.

Any member called into active service, or who volunteers for active service, shall be entitled to appropriate re-employment rights under State and Federal law.

### **Education Leave**

Operations Members - Education Leave may be requested through TeleStaff if available or through the training requests form. Education Leave requests through the training request form may be granted if the budget can cover overtime costs. The Operations Chief will grant approval if funds are available. Educational leave being taken on the roster counts towards the maximum amount of scheduled time off per shift (3 positions). For example, if three members are on vacation, educational leave is no longer available that day. If only two members are on vacation, then a third person may request education leave on a first come first served basis.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



### **Administrative Leave**

The purpose of administrative leave is to provide a leave option to cover situations that other leave does not otherwise address.

Administrative leave may only be granted by the Fire Chief or Assistant Chiefs.

It is preferred that regular leave be used if available and appropriate. Administrative leave use generally falls into 3 categories:

- Coverage of activities that are in support of Agency programs.  
Examples include: Peer fitness testing, Agency instructors teaching to Agency or area members, promotional testing..
- Educational opportunities that exceed established or reasonable use of education leave.  
Examples include: National Fire Academy, paramedic program, wildland academy attendance in excess of normal education leave.
- Administrative needs.  
Examples include: Coverage of previously scheduled vacation when members are moved to another shift or during an internal or external investigation.

Effort shall be made to budget for foreseeable use of Administrative Leave for support of Agency programs and educational opportunities.

### **Shift Trade and Standby**

Shift trades must be entered in TeleStaff for the trade to be valid.

**A member's immediate supervisor may grant a trade or standby with a replacement qualified or having the ability to fulfill the position in addition to being of like rank or one rank difference, with no payback date required at the time of the trade. The Battalion Chief shall be notified at the time of the request. The number of trades and standbys a member may use is unlimited. Members should trade with members of like medical certifications and qualifications. Shift trades are approved at the discretion of the Battalion Chief.**

Members are not allowed to pay another member to work their scheduled shift.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



Shift trades may not be allowed if the trade causes the Agency to pay overtime for appropriate shift coverage.

Members assigned to alternate Agency duty during a shift trade day will be considered to be on duty and paid accordingly.

It will be the responsibility of the members trading to obtain confirmation that the trade has been entered in TeleStaff.

Agency members may trade with members of Prescott Fire Department. If trading with an agency that has different SCBAs, you must be current on their mask fit processes.

Members will be held accountable for policies of both agencies.

**Trade positions are not eligible for Acting Pay unless the person filling the trade is required by the Agency to fill an Acting position due to staffing needs.**

The Agency assumes no responsibility for time that may not be paid back, e.g., should a person quit, be terminated, or transferred to another shift.

### **Overtime / Compensatory Time**

This policy applies to all non-24-hour shift members.

The purpose of this policy is to outline how overtime and compensatory time off is to be accrued and used by members of the Agency. Compensatory time off is a component of the Federal Fair Labor Standards Act and is available to public employers as a means of compensating members for overtime.

#### **Overtime**

In order to support the objectives of the Agency, a member may be expected to work extra hours beyond the normal workweek or the member's normal schedule, if required to do so by the member's department head. A department head also has the authority to require members to report to work in emergency callback situations and to be available for an on-call basis for normal Agency operations.

Nonexempt members shall not work overtime unless specifically approved to do so by their supervisor.

#### **Understanding Overtime**

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / [12/20/2016](#)

Reviewed: ~~04/16/2016~~ [12/07/2016](#)



Nonexempt members must be compensated for every hour worked. Over 40 compensable hours in a work week, must be compensated at one and one half times their normal rate of pay, or accrued as compensatory time off at time and one-half.

NOTE: Part-time member compensatory time shall be accrued or overtime paid at straight time when the part-time member's paid time exceeds the established scheduled hours and hours worked are less than 40 hours in a work week.

For example, a part-time member who works 20 hours in a work week, in a peak business time, is required to work 30 hours. The member is paid for 20 regular hours and may be given either 10 hours of straight compensatory time or 10 hours of additional paid straight time.

When a nonexempt member works multiple nonexempt positions the number of hours worked in each position is cumulative in determining eligibility for overtime.

### **Special Duty Assignments**

Members working Special Duty Assignments as defined in the Agency Compensation Policy are not eligible for overtime or compensatory time.

### **Full-Time, Nonexempt Members**

Full-time, nonexempt members shall be compensated for overtime work in one of two ways:

1. Time and one-half payment of the member's regular rate of pay for each hour worked over 40 in a work week.
2. One and one-half hours of compensatory time off for each hour worked over 40 in a work week.

### **Part-Time, Nonexempt Members**

Part-time, nonexempt members shall be compensated for hours worked in excess of their established scheduled hours and up to 40 hours in a work week in one of two ways:

1. Straight time payment of the member's regular rate of pay for each hour worked up to 40 in a work week.
2. Straight time compensatory time off for each hour worked up to 40 in a work week.

## 403 LEAVE BENEFITS

Created/Revised: 07/01/2016 / 12/20/2016

Reviewed: ~~04/16/2016~~ 12/07/2016



Eligible part-time members shall be compensated for hours worked in excess of 40 in a work week in one of two ways.

1. Time and one-half payment of the member's regular rate of pay for each hour worked over 40 in a work week, or
2. One and one-half hours of compensatory time off for each hour worked over 40 in a work week.

### **Compensatory Time**

#### **Maximum Hours of Compensatory Time**

Unless authorized by the Fire Chief, members should not exceed a maximum of 90 hours of accumulated compensatory time. After a member has accrued 90 hours of compensatory time, all subsequent overtime hours worked shall be compensated via payroll.

Accurate record keeping of overtime hours worked and compensatory time credited ~~on the bi-weekly time sheet or~~ through a staffing program is mandatory.

#### **Using Compensatory Time**

When using compensatory time, members must ~~fill out a leave slip form or~~ enter the request through a staffing program and obtain prior approval from their supervisor. ~~This should also be recorded on the member time sheet.~~

#### **Compensatory Time at Termination**

Any compensatory time balance should be paid at the member's most recent nonexempt rate of pay to the member upon written request, termination, retirement, or change of status from nonexempt to exempt by the next regularly scheduled pay period or as mandated by law.

**All accrued compensatory time not used prior to the last pay period of the fiscal year shall be paid to the member so as to eliminate the short-term fiscal liability to the Agency.**

Questions pertaining to overtime and compensatory time should be forwarded to Human Resources.

TO: Fire Board  
FROM: Chief Freitag  
DATE: December 12, 2016

SUBJECT: DISCUSSION REGARDING PUBLIC RECORDS REQUESTS

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*There have been no requests for public records since the last Fire Board meeting. Staff would like the Board to specify what information they would like complied on a monthly basis.*

*If you have any questions, please call Assistant Chief of Administration Tharp or myself at 772-7711.*