# Notice of Meeting of the Chino Valley Fire District Board of Directors

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Chino Valley Fire District Board of Directors and the general public that the Chino Valley Fire District will hold a meeting open to the public on Tuesday, April 19, 2016 at 5:00 p.m. The meeting will be held at the meeting will be held at the Chino Valley Fire District, 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 the District'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. CALL TO THE PUBLIC

Those wishing to address the Chino Valley Fire District Board need not request permission in advance. The Fire District 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 staff to review the matter or the matter may be placed on a future agenda. Individuals are limited to speak for three (3) minutes per person. The total time for Call to the Public shall be 30 minutes per meeting.

#### 4. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine by the Chino Valley Fire District 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 of March 15, 2016
- B. Approve Executive Session Minutes of March 15, 2016
- C. Approve General Fund and Capital Reserve Financial Statements
- D. Approve Bond Debt Service Financials
- E. Approve Bond Fund, 2007 Financials
- F. Approve Fire Protection Agreement Herman

#### CORRESPONDENCE

- A. Letters from the Public
- B. Monthly Division Reports from Chief Freitag and Staff in regard to current activities of the Fire District and the status and progress relating thereto
- 6. OLD BUSINESS
  - A. Discussion and Possible Action Related to State Forestry Intergovernmental Agreement
- 7. NEW BUSINESS
  - A. Presentation and Discussion of Fiscal Year 2016-2017 Draft Budget
  - B. Approve Policy Changes: New Policy J115 Rules of Engagement for Structural Fire Fighting and the Acceptability of Risk; New Policy J160 Ethics; New Policy J200 Hiring and Promotional

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Replacing 105 Recruitment, Hiring, and Promotional Selection; New Policy J202 Testing Replacing 345 Promotions; New Policy J203.5 DUI Second Chance; New Policy J212 Reserve Auxiliary

	Staffing; New Policy J221 Full Time Firefighter Preliminary I Promotional I Probationary Requirements; New Policy J222 Engineer Preliminary I Promotional I Probationary Requirements; New Policy J610 Performance Evaluations Replacing 340 Performance Reviews; New Policy J700 Station Management Replacing 239 Housekeeping and Basic Maintenance; New Policy J705 Minimum Staffing; New Policy J715 Operations Daily I Weekly Routine and Miscellaneous Duties
8.	ADJOURNMENT

### CHINO VALLEY FIRE DISTRICT FIRE BOARD REGULAR SESSION

March 15, 2016

#### **MINUTES**

#### 1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Chairperson Ducote called the Chino Valley Fire District Fire Board meeting to order on Tuesday, March 15, 2016 at 5:00 p.m. at the Town of Prescott Valley, 7401 E. Civic Circle, Prescott Valley, Arizona.

Members Present: Board Chairperson Cyndy Ducote, Board Clerk Dave Dobbs,

Board Members Julie Pettit, and Travis Bard

Members Absent: Board Member Dave McConnell

Staff: Fire Chief Scott Freitag, Assistant Chief of Administration Dave

Tharp, Administrative Assistant III Laura Mowrer, Administrative

Assistant Kylee Burch

Others in Attendance: Attorney Nick Cornelius (telephonically)

#### 2. PLEDGE OF ALLEGIANCE

Chairperson Ducote led the recitation of the Pledge of Allegiance.

Board Member Bard arrived at 5:01 pm

Chairperson Ducote varied the agenda.

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

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Intergovernmental Agreement with State Forestry
- B. <u>Personnel Issue Pursuant to A.R.S. §38-431.03(A)(1) Regarding Chief Freitag's Annual Evaluation An Invitation is Extended to the Members of the Central Yavapai Fire</u>
  District Board of Directors for the Sole Purpose of Discussing Chief Freitag's Evaluation

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

AYES: Bard, Dobbs, Ducote, Pettit

NAYS: None

Chairperson Ducote invited the members of the Central Yavapai Fire District Board into the Executive Session to conduct Chief Freitag's evaluation.

Chairperson Ducote recessed the meeting to allow the Board to go into Executive Session at 5:02 p.m.

Chairperson Ducote reconvened the Public Session at 5:54 p.m.

#### 3. PRESENTATIONS

#### A. Update to Document Locator Archiving Software – Additional Costs

Chief Tharp provided the Board with a spreadsheet and updated them on the electronic document archiving software, Document Locator. He explained that we had anticipated a \$5,000 - \$10,000 hardware expense, however, the cost had increased due to a new Microsoft pricing structure for SQL servers; the server will cost \$12,000. The SQL version we currently have did not require a licensing fee. Microsoft is now requiring a one-time fee for all new servers that run SQL. Technical Services Manager Ogden found two for one sale in which to purchase the six required licenses. We have the funds available; however, they were not budgeted. Chino's cost will be an additional \$2,200 over the original estimate. Technical Services Manager Ogden warned us that we can expect these server fees in the future. Chief Tharp stated that we will have Document Locator up and running within the next month.

Board Member Pettit thanked Chief Tharp for the update and stated that she is glad we are moving forward with this project; additional costs are not surprising.

#### 4. CALL TO THE PUBLIC

Chairperson Ducote opened the meeting for public comment.

There were no comments from the public.

#### 5. CONSENT AGENDA

- A. Approve Regular Session Minutes February 16, 2016
- B. Approve General Fund Financials
- C. Approve Capital Reserve Fund Financials
- D. Approve Bond Debt Service Financials
- E. Approve Bond Fund, 2007 Financials
- F. Approve Fire Protection Agreement Harmon
- G. Approve Fire Protection Agreement Herrold

#### H. Approve Fire Protection Agreement - Nickle

Board Clerk Dobbs made a motion to approve the consent agenda. Board Member Bard seconded the motion. MOTION CARRIED

AYES: Bard, Dobbs, Ducote, Pettit

NAYS: None

#### 6. CORRESPONDENCE

#### A. Letters from the Public

Chief Freitag mentioned that there was one letter from Sedona Fire District Chief Kazian thanking Chief Freitag for his assistance with their assistant chief hiring process.

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

Chief Freitag stated that the Chino Valley phone number (928) 636-2442 no longer exists which has created challenges. He explained that we are currently working to notify the public. We were not aware that the number was going away and have addressed the issue internally. Fire Marshall Chase sent out press releases, Google and the website was updated, and information was posted on Facebook trying to get the information out. We are implementing processes to ensure that these issues do not occur in the future.

Chief Freitag stated that he received an email from Prescott Fire Chief Light stating that the Prescott City Council had given him approval to apply for a Staffing for Adequate Fire & Emergency Response (SAFER) Grant to either retain or replace positions that he is going to lose due to the \$600,000 budget cuts. Chief Freitag explained that we are a system; we are not Prescott Fire Department or Central Arizona Fire and Medical. That system covers 300 square miles with 14.5 engines staffed with paramedics (It used to be 15 engines.) Any decisions that Prescott makes in reductions is going to have a significant impact affect all the entire system. Four Plans have been developed.

- Plan A City of Prescott stays with the status quo with brownouts.
- Plan B City of Prescott shuts down one station completely.

Both Plans A and B require us to continue as normal. This is due to Battalion 3 (Central Yavapai's current district) being a series of islands that surround the City of Prescott. There are areas that we cannot access. Prescott handles those areas through automatic aid. Annually, we run about 1,200 calls into the City of Prescott and they run approximately 600 calls into Central Yavapai's jurisdiction. The cost for us to cover those areas that are provided service by the Prescott Fire Department is significant.

Automatic aid saves money both the City of Prescott and Central Arizona Fire and Medical.

- Plan C City of Prescott closes two stations, but continues to run emergency medical calls. We would stay status quo to start, but we would review monthly data and adjust the aid agreements as necessary.
- Plan D If the City of Prescott stops running emergency medical calls and closes fire stations, the automatic aid agreement will go away. This will not significantly impact Chino Valley. This would have a significant effect on Central Yavapai and cost the taxpayers more money, because it would require at least two additional apparatus (likely alternative response vehicles) and additional personnel would need to be hired. That is why we have approached this situation as a system. Even the City of Prescott is stating they cannot make decisions in a vacuum.

Chief Freitag mentioned that he does not know what the final outcome would be. He stated these cuts would be prior to July 1. If \$600,000 has to be cut from a fire department budget, that is people. They are looking at re-structuring their truck at the airport.

Chief Freitag stated that he will be in Phoenix Thursday morning at 9:00 a.m. to testify in the Senate Committee hearing on the wildland prompt pay issue. We are getting support on the legislative side; it is a matter of if we can get the Governor's staffer's support. Chief Freitag confirmed that these hearings are open to the public.

Chief Freitag stated that we are working on the tax rate cap with Arizona Tax Research Association (ATRA); however, that is not going to impact the District. We are supporting the smaller districts that will be impacted.

Board Clerk Dobbs asked if there is a back-out timeframe for the Prescott automatic aid agreement. Chief Freitag stated that we can make adjustments as needed; the dispatch agreement does have a timeframe for cancellation. Chief Freitag stated that there are maps at Station 53, 8555 E. Yavapai Road, Prescott Valley, that show the impact of closing Prescott stations, and he invited anyone that was interested to stop by and view the maps.

Chief Freitag stated that he had a conversation with representatives from American Medical Response (AMR) to confirm everyone was on the same page.

Chief Tharp explained we are in good shape comparing the net assessed valuations we received from the county to what was forecasted. There was a slight difference year-to-year, but after meeting with Yavapai County Assessor Pam Pearsall, we now have a better understanding of property assessment valuation, property taxation, and classification codes. Chief Tharp will be teaching on this subject at the Arizona Fire District Association (AFDA) Conference in July. He will also be assisting Ms. Pearsall

with creating an instructional video to help fire districts to understand how net assessed valuation and property values have an impact in their budgeting and how they can use it as a forecasting tool.

#### 7. OLD BUSINESS

A. <u>Discussion and Possible Approval of Resolution 16-01 Providing for All Matters</u>

<u>Necessary for the Sale and Issuance of Not to Exceed \$4,900,000 Aggregate Principal Amount of General Obligation and General Obligation Refunding Bonds of the District and Delegating to the Fire Chief and the Finance Manager of the District the Authority to Determine Certain Matters Necessary in Connection Therewith</u>

Chief Freitag introduced Michael LaVallee with Stifel, Nicolaus Company, Incorporated. He will provide a detailed review of funding options and the idea of delegating items to the Fire Chief due to time constraints.

Michael LaVallee stated that the Board Members had a resolution before them and the assessed value has been updated. With Board approval, the resolution authorizes the Fire Chief to finish the process; this is very typical with bond issues. Mr. LaVallee explained that we will ask the banks to respond all in the same day, and they usually like to know if they are selected within a few days. Mr. LaVallee will provide a summary sheet of the banks' responses which will be shared with staff. The Chief selects the highest bidder--best option. We then inform that bank that they have been selected; they issue a rate lock to hold rate for a certain time period to allow for the credit review process. If a bank provides an offer outside the standard structure, the staff will bring it to the Board and may require a special meeting. The final documents will be presented for the Board Chair or their designee to sign.

Chief Tharp mentioned there might be some that are uncomfortable authorizing the Chief to approve \$4.9 million but there is a very short window to accept the bank rates. The Board will be notified of the rates. If there are odd terms presented, there will be a special board meeting scheduled. Chief Tharp explained that the Board will be informed of the terms that are received and the plan; we would like some input. He stated that the Tax Advantaged Bond Policy presented is a standard policy and Chino Valley and Central Yavapai have a joint policy that was approved last year. This was preemptive as Chino Valley already had bonds issued and we wanted to be sure we were in compliance with IRS.

Chief Freitag explained the issues that are in front of the Board: Is the Board comfortable refinancing the current debt; issuing additional debt of \$1.5 million based on the bond; and extending that out five years based out the numbers that Stifel has presented. This keeps the bond debt service at the same rate so there is not a tax increase to the taxpayers. The rate is based on zero growth in net assessed valuation in Chino Valley in 20 years. This is based on no growth; however, we know there will be some growth. Therefore, we should be able to keep the bond rate stable.

Board Clerk Dobbs made a motion to approve Resolution 16-01. Board Member Bard seconded the motion. MOTION CARRIED

AYES: Bard, Dobbs, Ducote, Pettit

NAYS: None

Chief Tharp explained that the Placement Agent Agreement will be discussed with staff and Stifel and the draft Term Sheet has been reviewed by bond counsel and once completed will be presented to lenders for solicitation.

#### B. <u>Discussion and Possible Action Related to State Forestry Intergovernmental Agreement</u>

Attorney Cornelius explained that as of March 2nd he had received a final draft agreement; all the suggested changes from the initial negotiations have been completed. He had hoped to have the final document for this meeting, but had not received that yet. The State Forester has been circulating the agreement to all agencies to establish a statewide version. The agreement contains language regarding outside contractors, press releases, etc. that does not apply at Chino Valley Fire District. Attorney Cornelius will follow up, and hopefully we will have the final agreement for the April Board meeting.

#### 8. NEW BUSINESS

#### A. Discussion of Budget Process / Updates and Schedule of Work Study Session

Chief Freitag stated that we have five budgets ready to go for the next fiscal year. There is one for Central Yavapai Fire District and one for Chino Valley Fire District as if Central Arizona Fire & Medical Authority did not exist. Then there is one CYFD and one for Chino as pass-through budgets to the authority. There is one budget for the Fire Authority. We want to show both the Boards and the community what it would have looked like separately and together.

Chief Freitag mentioned that we need to have a work study session. This will be primarily for the CAFMA Board; however, it is important that all Board Members are there. The other Boards have agreed to Wednesday, April 6th at 10:00 a.m. The location will be determined. So far a majority of the Board Members are able to attend.

Chief Freitag will notify the Board of the confirmed date, time, and location for the budget work study session.

#### 10. OLD BUSINESS CONTINUED

A. <u>Discussion and Possible Action Related to State Forestry Intergovernmental Agreement</u> Issues Discussed in Executive Session No further discussion required.

#### 11. NEW BUSINESS CONTINUED

#### A. <u>Discussion and Any Necessary Action Related to Chief Freitag's Evaluation</u>

Chief Tharp requested the Board Members to complete the Chief's evaluation form and return them back to Chief Tharp so that they can be placed in Chief Freitag's personnel file. He explained that Chief Freitag's contract will be discussed at the next CAFMA meeting.

#### 12.ADJOURNMENT

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

AYES: Bard, Dobbs, Ducote, Pettit

NAYS: None

Chairperson Ducote adjourned the meeting at 6:48 p.m.

Date
Dave Dobbs, Board Clerk

#### Income Statement

# (Original Budget to Actual Comparison) For the period of 3/1/2016 Through 3/31/2016

		Current Period			Year To Date				
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues	-								
Real Estate Tax	10400000000	\$120,676.60	\$0.00	\$120,676.60	0.0%	\$2,316,906.01	\$3,411,431.00	\$(1,094,524.99)	(32.1)%
Fire Protection Contracts	10400100000	1,123.81	0.00	1,123.81	0.0	71,108.18	59,000.00	12,108.18	20.5
Drake Fire Contract	10400200000	0.00	0.00	0.00	0.0	6,875.87	0.00	6,875.87	0.0
Personal Property Tax	10410000000	3,833.81	0.00	3,833.81	0.0	76,200.99	69,621.00	6,579.99	9.5
Fire District Assistance Tax	10420000000	12,017.50	0.00	12,017.50	0.0	222,337.68	313,900.00	(91,562.32)	(29.2)
State of AZ/Off-District Fires	10480000000	64,668.01	0.00	64,668.01	0.0	107,999.60	150,000.00	(42,000.40)	(28.0)
Interest Income-General Fund	10490000000	1,163.16	0.00	1,163.16	0.0	9,131.44	6,000.00	3,131.44	52.2
Rebates/Refunds	10500000000	0.00	0.00	0.00	0.0	7,566.13	2,000.00	5,566.13	278.3
Misc. Revenues	10510000000	335.60	0.00	335.60	0.0	2,621.64	0.00	2,621.64	0.0
CYFD JMA Expense Reimbursement	10511300000	0.00	0.00	0.00	0.0	7,500.00	10,000.00	(2,500.00)	(25.0)
Station 61 lease	10551000000	12,000.00	0.00	12,000.00	0.0	12,000.00	0.00	12,000.00	0.0
Station 64 Lease Revenue	10585500000	612.00	0.00	612.00	0.0	5,508.00	7,200.00	(1,692.00)	(23.5)
CYFD Training Center Classes	10590000000	3,550.00	0.00	3,550.00	0.0	15,500.00	0.00	15,500.00	0.0
Net Revenues		\$219,980.49	\$0.00	\$219,980.49	0.0 %	\$2,861,255.54	\$4,029,152.00	\$(1,167,896.46)	(29.0)%
Program Expenses									
Salaries/Admin	10610010000	\$22,499.43	\$0.00	\$(22,499.43)	0.0%	\$115,757.24	\$202,849.00	\$87.091.76	42.9%
Salaries/Operations	10610030000	215,861.16	0.00	(215,861.16)	0.0	1,518,047.01	1,976,505.00	458,457.99	23.2
Special Detail/CRMD/Spec Event Assign Pa	10610320403	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Special Detail / OPS	10610330000	6,066.25	0.00	(6,066.25)	0.0	17,041.25	0.00	(17,041.25)	0.0
Vacation/ Sick Leave Buy Back	10610530000	47,867.52	0.00	(47,867.52)	0.0	53,891.43	25,000.00	(28,891.43)	(115.6)
Retro O.T./Operations	10611030000	0.00	0.00	0.00	0.0	6,733.68	0.00	(6,733.68)	0.0
Overtime and Special Duty	10611048000	0.00	0.00	0.00	0.0	60.49	1,000.00	939.51	94.0
FLSA Pay	10611130000	15,584.94	0.00	(15,584.94)	0.0	105,507.72	45,142.00	(60,365.72)	(133.7)
Shift O.T./Admin	10611210000	0.00	0.00	0.00	0.0	14.36	0.00	(14.36)	0.0
Shift O.T./Operations	10611230000	12,997.32	0.00	(12,997.32)	0.0	66,132.99	50,000.00	(16,132.99)	(32.3)
Off District Wildland Fires	10611431000	0.00	0.00	0.00	0.0	215,457.27	120,000.00	(95,457.27)	(79.5)
Training Captain OT	10611535000	0.00	0.00	0.00	0.0	135.87	0.00	(135.87)	0.0
ASRS Retirement	10612910000	968.73	0.00	(968.73)	0.0	4,878.93	9,297.00	4,418.07	47.5
PSPRS Retirement	10613030000	32,069.61	0.00	(32,069.61)	0.0	320,108.70	443,058.00	122,949.30	27.8
Fire Chief 401(A)	10613210000	2,536.71	0.00	(2,536.71)	0.0	16,061.34	21,984.00	5,922.66	26.9
State Comp Insurance/Admin	10615010000	0.00	0.00	0.00	0.0	134.52	5,489.00	5,354.48	97.5
Workers Comp/Prevention	10615020000	0.00	0.00	0.00	0.0	0.00	44.00	44.00	100.0
Worker's Comp Insurance	10615030000	0.00	0.00	0.00	0.0	42,777.97	96,432.00	53,654.03	55.6
Workers Comp-Fleet	10615048000	0.00	0.00	0.00	0.0	0.00	44.00	44.00	100.0
Unemployment Insurance/Admin	10617010000	125.88	0.00	(125.88)	0.0	907.98	112.00	(795.98)	(710.7)
Unemployment Insurance/OPS	10617030000	398.61	0.00	(398.61)	0.0	5,750.67	1,233.00	(4,517.67)	(366.4)

#### Income Statement

# (Original Budget to Actual Comparison) For the period of 3/1/2016 Through 3/31/2016

		Current Period				Year To Date				
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%	
Social Security Exp/Admin	10618010000	1,309.53	0.00	(1,309.53)	0.0	8,648.39	12,577.00	3,928.61	31.2	
Social Security-Fleet	10618048000	0.00	0.00	0.00	0.0	0.00	62.00	62.00	100.0	
Medicare / Admin	10618110000	306.24	0.00	(306.24)	0.0	(193.85)	2,941.00	3,134.85	106.6	
Medicare tax-Prevention	10618120000	0.00	0.00	0.00	0.0	0.00	15.00	15.00	100.0	
Medicare / OPS	10618130000	4,153.94	0.00	(4,153.94)	0.0	27,739.58	32,141.00	4,401.42	13.7	
Medicare-Fleet	10618148000	0.00	0.00	0.00	0.0	0.00	15.00	15.00	100.0	
Post Employment Health Plan	10618530000	3,024.42	0.00	(3,024.42)	0.0	19,997.80	21,397.00	1,399.20	6.5	
Medical Insurance./Admin	10619010000	1,852.48	0.00	(1,852.48)	0.0	8,660.68	15,372.00	6,711.32	43.7	
Medical Insurance/OPS	10619030000	15,743.98	0.00	(15,743.98)	0.0	130,731.15	174,216.00	43,484.85	25.0	
Health Insurance Assistance/Admin	10619110000	0.00	0.00	0.00	0.0	1,576.47	0.00	(1,576.47)	0.0	
Health Insurance Assistance/OPS	10619130000	4,110.39	0.00	(4,110.39)	0.0	48,328.27	37,821.00	(10,507.27)	(27.8)	
PEHP - Admin	10619210000	0.00	0.00	0.00	0.0	(17,211.08)	0.00	17,211.08	0.0	
PEHP -OPS	10619230000	0.00	0.00	0.00	0.0	17,153.91	0.00	(17,153.91)	0.0	
Dental Insurance/Admin	10619510000	20.05	0.00	(20.05)	0.0	2,124.45	1,999.00	(125.45)	(6.3)	
Dental Insurance/OPS	10619530000	36.62	0.00	(36.62)	0.0	18,748.33	23,703.00	4,954.67	20.9	
Vision Insurance - OPS	10619630000	0.00	0.00	0.00	0.0	(230.86)	0.00	230.86	0.0	
Life Insurance/Admin	10619810000	42.90	0.00	(42.90)	0.0	328.90	515.00	186.10	36.1	
Life Insurance/OPS	10619830000	486.20	0.00	(486.20)	0.0	4,447.30	5,834.00	1,386.70	23.8	
Employee Assistance Program	10642030000	98.60	0.00	(98.60)	0.0	197.20	0.00	(197.20)	0.0	
Total Program Expenses		\$388,161.51	\$0.00	\$(388,161.51)	0.0 %	\$2,760,446.06	\$3,327,797.00	\$567,350.94	17.0 %	
Fund Raising Expenses										
In House Dupl & Prtg / Admin	10620510000	\$539.60	\$0.00	\$(539.60)	0.0%	\$2,245.96	\$3,500.00	\$1,254.04	35.8%	
Fuel (Diesel & Gas)	10622048000	1,604.74	0.00	(1,604.74)	0.0	25,951.36	50,000.00	24,048.64	48.1	
Janitorial / Warehouse	10627249000	124.23	0.00	(124.23)	0.0	1,233.71	4,500.00	3,266.29	72.6	
Training Group Expenses	10629635000	552.00	0.00	(552.00)	0.0	552.00	1,500.00	948.00	63.2	
Audit & Accounting	10640010000	0.00	0.00	0.00	0.0	12,904.67	15,000.00	2,095.33	14.0	
Other Prof Services/Admin	10640510000	340.80	0.00	(340.80)	0.0	8,717.00	3,120.00	(5,597.00)	(179.4)	
Other Professional services-Fire Marshal	10640520000	45,000.00	0.00	(45,000.00)	0.0	90,000.00	45,000.00	(45,000.00)	(100.0)	
Other Prof Services/Ops	10640530000	0.00	0.00	0.00	0.0	661.00	5,300.00	4,639.00	87.5	
Other Prof Services/FMC	10640543000	168.00	0.00	(168.00)	0.0	1,747.25	1,600.00	(147.25)	(9.2)	
Other Prof Services/Flt Maint	10640548000	0.00	0.00	0.00	0.0	(770.00)	0.00	770.00	0.0	
IT Services/Communications	10640641000	216.00	0.00	(216.00)	0.0	13,187.09	1,600.00	(11,587.09)	(724.2)	
Legal Services - Routine	10641010000	0.00	0.00	0.00	0.0	7,244.65	30,000.00	22,755.35	75.9	
Legal Services-Non Routine	10641010600	0.00	0.00	0.00	0.0	5,332.00	0.00	(5,332.00)	0.0	
Employee Health / Exams/Ops	10641510000	0.00	0.00	0.00	0.0	385.00	0.00	(385.00)	0.0	
Employee Health / Exams/Ops	10641530000	6,870.00	0.00	(6,870.00)	0.0	10,181.00	18,100.00	7,919.00	43.8	
Employee Assistance Program	10642010000	8.70	0.00	(8.70)	0.0	771.40	1,700.00	928.60	54.6	

#### Income Statement

# (Original Budget to Actual Comparison) For the period of 3/1/2016 Through 3/31/2016

			Current Period				Year To Date		
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Dispatch Services/Ops	10642530000	7,764.19	0.00	(7,764.19)	0.0	63,568.83	91,522.00	27,953.17	30.5
Communications/Admin	10643010000	854.04	0.00	(854.04)	0.0	11,853.93	20,960.00	9,106.07	43.4
Fire Board Expenses	10644110000	0.00	0.00	0.00	0.0	224.97	1,000.00	775.03	77.5
Outside Vehicle Repairs	10645048000	1,916.25	0.00	(1,916.25)	0.0	43,229.09	21,306.00	(21,923.09)	(102.9)
Newspaper Advertising	10647010000	31.64	0.00	(31.64)	0.0	368.18	2,000.00	1,631.82	81.6
Marketing & Advertising	10647120000	0.00	0.00	0.00	0.0	0.00	300.00	300.00	100.0
Insurance	10650010000	9,638.00	0.00	(9,638.00)	0.0	28,926.00	37,774.00	8,848.00	23.4
Cable TV	10650830000	187.74	0.00	(187.74)	0.0	4,405.18	0.00	(4,405.18)	0.0
Electricity - Admin	10651010000	0.00	0.00	0.00	0.0	3,307.31	4,800.00	1,492.69	31.1
Electricity - Apparatus Building	10651030000	0.00	0.00	0.00	0.0	676.22	2,000.00	1,323.78	66.2
Electricity - Station 61	10651030061	807.08	0.00	(807.08)	0.0	4,332.97	8,000.00	3,667.03	45.8
Electricity - Station 62	10651030062	396.78	0.00	(396.78)	0.0	5,235.25	8,000.00	2,764.75	34.6
Electricity - Station 63	10651030063	402.94	0.00	(402.94)	0.0	6,685.31	6,500.00	(185.31)	(2.9)
Sanitation Charges- Admin Building	10651210000	0.00	0.00	0.00	0.0	1,080.00	2,400.00	1,320.00	55.0
Sanitation Charge - Apparatus Building	10651230000	180.00	0.00	(180.00)	0.0	540.00	0.00	(540.00)	0.0
Natural Gas - Admin Building	10652010000	0.00	0.00	0.00	0.0	388.79	800.00	411.21	51.4
Natural Gas - Apparatus Building	10652030000	0.00	0.00	0.00	0.0	0.00	950.00	950.00	100.0
Natural Gas -Station 61 Storage	10652030001	0.00	0.00	0.00	0.0	465.28	0.00	(465.28)	0.0
Natural Gas - Station 61	10652030061	405.00	0.00	(405.00)	0.0	1,915.57	2,000.00	84.43	4.2
Natural Gas - Station 62	10652030062	213.18	0.00	(213.18)	0.0	1,273.35	2,300.00	1,026.65	44.6
Natural Gas - Station 63	10652030063	0.00	0.00	0.00	0.0	0.00	8,500.00	8,500.00	100.0
Propane - Apparatus Building	10653030000	273.11	0.00	(273.11)	0.0	273.11	0.00	(273.11)	0.0
Propane - Station 63	10653030063	0.00	0.00	0.00	0.0	3,685.14	0.00	(3,685.14)	0.0
Pest Control	10653543000	0.00	0.00	0.00	0.0	0.00	600.00	600.00	100.0
Water - Station 62	10654030062	195.73	0.00	(195.73)	0.0	1,704.57	1,600.00	(104.57)	(6.5)
Outside Repair Equip/Ops	10658030000	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Outside Repair & Maint	10658043000	0.00	0.00	0.00	0.0	0.00	750.00	750.00	100.0
EMS Training	10658735000	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Personnel Contractors/Consultants	10658835000	0.00	0.00	0.00	0.0	200.00	0.00	(200.00)	0.0
Training & Travel/Admin	10659010000	0.00	0.00	0.00	0.0	2,221.13	9,500.00	7,278.87	76.6
Training & Travel/CRMD	10659020000	0.00	0.00	0.00	0.0	162.00	850.00	688.00	80.9
Training & Travel/OPS	10659030000	0.00	0.00	0.00	0.0	1,041.09	1,400.00	358.91	25.6
Honor Guard-Training/Equip/Uniforms	10659030540	0.00	0.00	0.00	0.0	0.00	1,500.00	1,500.00	100.0
Training & Travel / Special Ops Personne	10659035030	0.00	0.00	0.00	0.0	0.00	1,500.00	1,500.00	100.0
ALS Recertifications/ALS CEU's	10659235000	0.00	0.00	0.00	0.0	384.00	1,500.00	1,116.00	74.4
ACLS Upgrade	10659335000	0.00	0.00	0.00	0.0	0.00	6,500.00	6,500.00	100.0
EMT Refresher Course	10659435000	0.00	0.00	0.00	0.0	0.00	600.00	600.00	100.0
Awards	10659510000	34.99	0.00	(34.99)	0.0	34.99	5,000.00	4,965.01	99.3

#### Income Statement

# (Original Budget to Actual Comparison) For the period of 3/1/2016 Through 3/31/2016

			Current Period				Year To Date	<b>)</b>	
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Awards	10659530000	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Training & Travel/Training Center	10659535000	288.00	0.00	(288.00)	0.0	288.00	5,000.00	4,712.00	94.2
Training & Travel OPS	10659635000	0.00	0.00	0.00	0.0	0.00	5,700.00	5,700.00	100.0
Fitness certifications	10659735000	0.00	0.00	0.00	0.0	0.00	1,400.00	1,400.00	100.0
Wildland Training & Travel	10659935000	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Dues / Admin	10660010000	100.00	0.00	(100.00)	0.0	2,303.08	3,930.00	1,626.92	41.4
Misc/Admin	10661010000	22.87	0.00	(22.87)	0.0	22.87	0.00	(22.87)	0.0
Misc/Operations	10661030000	297.16	0.00	(297.16)	0.0	577.30	2,368.00	1,790.70	75.6
Misc/Operations	10661030492	16.75	0.00	(16.75)	0.0	16.75	1,000.00	983.25	98.3
Total Fund Raising Expenses		\$79,449.52	\$0.00	\$(79,449.52)	0.0 %	\$371,734.35	\$456,730.00	\$84,995.65	18.6 %
Donated Services & Materials									
Office Supplies / Admin	10620010000	\$189.43	\$0.00	\$(189.43)	0.0%	\$946.65	\$8,000.00	\$7,053.35	88.2%
Office Supplies / CRMD	10620020000	0.00	0.00	0.00	0.0	0.00	500.00	500.00	100.0
Computer Supplies & Software/Training	10620135000	0.00	0.00	0.00	0.0	0.00	3,700.00	3,700.00	100.0
Computer Supplies & Equipment / Communic	10620141000	1,043.59	0.00	(1,043.59)	0.0	9,355.28	21,135.00	11,779.72	55.7
Medical Supplies	10621530000	51.86	0.00	(51.86)	0.0	5,545.08	20,600.00	15,054.92	73.1
Medical Equipment Replacement	10621730000	0.00	0.00	0.00	0.0	40.57	1,600.00	1,559.43	97.5
Oil & Lubr. (Routine)	10622148000	3,146.24	0.00	(3,146.24)	0.0	6,434.46	4,000.00	(2,434.46)	(60.9)
Uniforms/Admin	10623010000	(750.00)	0.00	750.00	0.0	(750.00)	1,360.00	2,110.00	155.1
Uniforms/CRMD	10623020000	0.00	0.00	0.00	0.0	191.65	500.00	308.35	61.7
Uniforms/Operations	10623030000	5,676.87	0.00	(5,676.87)	0.0	15,749.80	23,650.00	7,900.20	33.4
Protective Clothing	10623130000	254.14	0.00	(254.14)	0.0	6,478.63	20,000.00	13,521.37	67.6
Operations Supplies	10624030000	0.00	0.00	0.00	0.0	21.00	850.00	829.00	97.5
Library Reference Materials/Tr Ctr	10624035000	0.00	0.00	0.00	0.0	0.00	1,000.00	1,000.00	100.0
Supplies-Code Enforcement	10624220000	0.00	0.00	0.00	0.0	0.00	1,350.00	1,350.00	100.0
Supplies / Fleet Maintenance	10624248000	0.00	0.00	0.00	0.0	158.04	1,000.00	841.96	84.2
Reference Materials	10624320000	600.00	0.00	(600.00)	0.0	600.00	1,400.00	800.00	57.1
Pub Ed / School Ed / CRMD	10624520000	0.00	0.00	0.00	0.0	0.00	1,250.00	1,250.00	100.0
Vehicle Maint (Routine)	10625048000	1,762.46	0.00	(1,762.46)	0.0	24,489.88	21,000.00	(3,489.88)	(16.6)
FF Equipment Maintenance	10626048000	0.00	0.00	0.00	0.0	99.00	1,800.00	1,701.00	94.5
SCBA Supplies & Maint	10626348000	282.34	0.00	(282.34)	0.0	2,123.84	11,400.00	9,276.16	81.4
Tire Replacement	10626548000	0.00	0.00	0.00	0.0	14,156.39	4,000.00	(10,156.39)	(253.9)
Building Mtnc Supples - All Stations	10627043000	0.00	0.00	0.00	0.0	3.28	0.00	(3.28)	0.0
Building Maint Supplies / Admin	10627043010	0.00	0.00	0.00	0.0	2,778.09	6,580.00	3,801.91	57.8
Building Maint Supplies - Station 61	10627043061	2,128.34	0.00	(2,128.34)	0.0	5,069.02	7,000.00	1,930.98	27.6
Building Maint Supplies - Station 62	10627043062	1,250.45	0.00	(1,250.45)	0.0	1,652.77	5,000.00	3,347.23	66.9
Building Maint Supplies - Station 63	10627043063	1,641.04	0.00	(1,641.04)	0.0	5,159.30	4,000.00	(1,159.30)	(29.0)

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2016 Through 3/31/2016

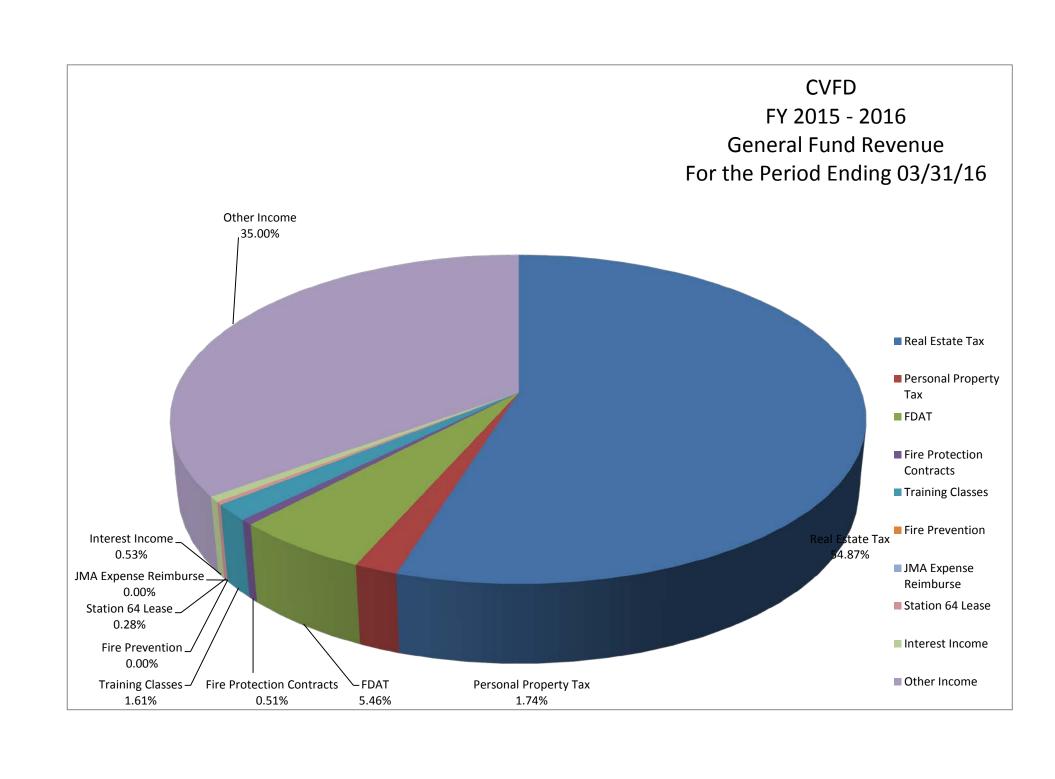
			Current Period	I			Year To Dat	e	
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Building Maint Supplies - Station 64	10627043064	0.00	0.00	0.00	0.0	0.00	2,000.00	2,000.00	100.0
Furniture & Fixture Replacement	10627143000	0.00	0.00	0.00	0.0	2,451.09	18,000.00	15,548.91	86.4
Station Supplies-All Stations	10627349000	168.98	0.00	(168.98)	0.0	348.36	600.00	251.64	41.9
Radio/Pager Maintenance	10628041000	0.00	0.00	0.00	0.0	1,654.52	3,000.00	1,345.48	44.8
Firefighter Equipment Replacement	10628930000	53.70	0.00	(53.70)	0.0	3,525.30	7,500.00	3,974.70	53.0
Technical Rescue Equipment	10629330000	0.00	0.00	0.00	0.0	0.00	4,500.00	4,500.00	100.0
Wildland Equipment Replacement	10629531000	0.00	0.00	0.00	0.0	0.00	1,700.00	1,700.00	100.0
Exercise Equipment - Ops	10629730000	111.35	0.00	(111.35)	0.0	111.35	1,750.00	1,638.65	93.6
Small Tools	10630049000	0.00	0.00	0.00	0.0	0.00	900.00	900.00	100.0
Postage/Admin	10643510000	0.00	0.00	0.00	0.0	13.92	2,000.00	1,986.08	99.3
Off District Expenses	10644231000	0.00	0.00	0.00	0.0	7,689.46	30,000.00	22,310.54	74.4
In-House Duplication & Printing	10649010000	0.00	0.00	0.00	0.0	232.89	0.00	(232.89)	0.0
Outside Duplicating	10649030000	0.00	0.00	0.00	0.0	151.45	0.00	(151.45)	0.0
<b>Total Donated Services &amp; Materials</b>		\$17,610.79	\$0.00	\$(17,610.79)	0.0 %	\$116,481.07	\$244,625.00	\$128,143.93	52.4 %
General & Administrative Expenses									
Capital Outlay-Equipment Non Inventory	10774110000	\$0.00	\$0.00	\$0.00	0.0%	\$5,248.00	\$0.00	\$(5,248.00)	0.0%
Total General & Administrative Expen	ses	\$0.00	\$0.00	\$0.00	0.0 %	\$5,248.00	\$0.00	\$(5,248.00)	0.0 %
Total Expenses	_	\$485,221.82	_	\$(485,221.82)	_	\$3,253,909.48	\$4,029,152.00	\$775,242.52	19.2%
Net Income (Loss)	_	\$(265,241.33)	\$0.00	\$(265,241.33)	0.0%	\$(392,653.94)	\$0.00	\$(392,653.94)	0.0%

Balance Sheet As of 3/31/2016

Fund: (10) General Fund

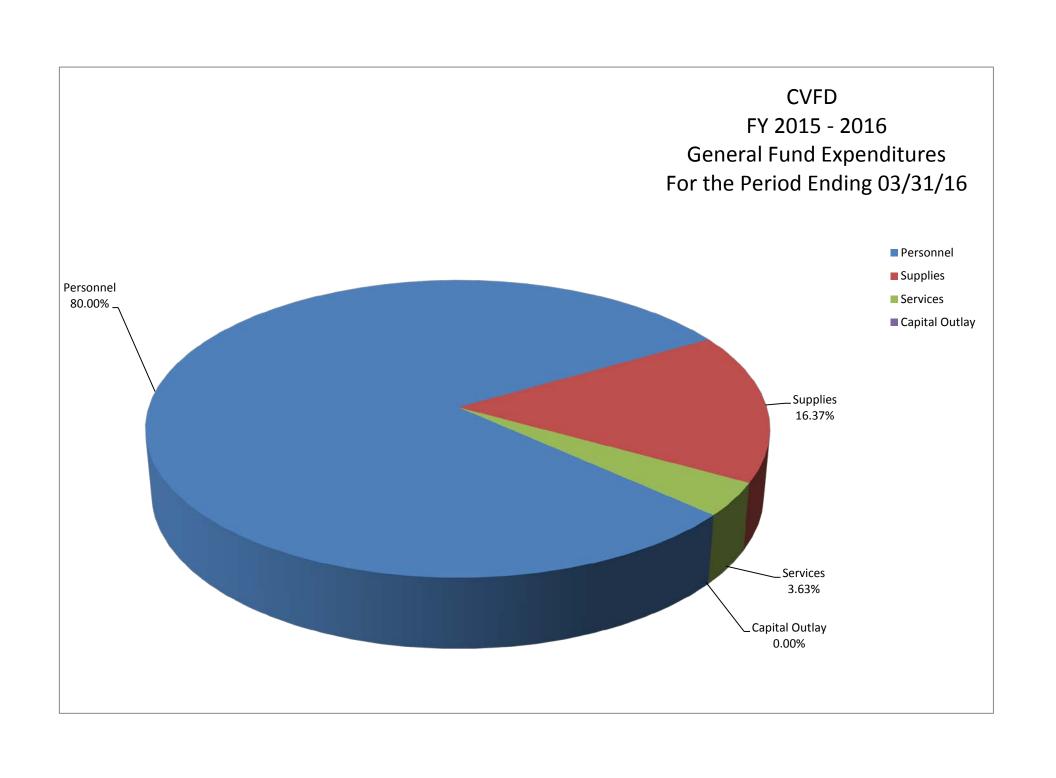
#### Assets

Current Assets		
Cash with Yavapai County	\$1,505,248.05	
Payroll Cash Account	21,894.16	
Petty Cash	11.60	
Taxes Receivable	156,050.41	
Other Receivables	38,082.41	
Accounts Receivable	16,134.14	
Retiree/Insurance Receivable	2,056.65	
Total Current Assets		\$1,739,477.42
iolai Guiteril Assels		\$1,739,477.42
Property, Plant & Equipment		
Capital Outlay - Equip/Comm	\$2,131.12	
Capital Outlay-Vehicles/OPS	1,425.71	
Capital Outlay - Telestaff Software	6,291.60	
Capital Outlay-Comm IT Network Upgrades	9,628.55	
Total Property, Plant & Equipment		19,476.98
Total Assets	_	\$1,758,954.40
	_	ψ.,. σσ,σσσ
Liabilities and Net Asset	S	
<u>Current Liabilities</u>		
Accrued Payroll Expenses	\$143,830.64	
Deferred Compensation (Prop Tax)	96,727.61	
PEHP Payable	(0.01)	
Medical Insurance Payable	(4,281.82)	
Child Support/Wage Garnishment	800.67	
HSA Payable	74.27	
Dental Insurance Payable	(274.33)	
PSPRS Payable	(0.15)	
Medicare Payable	0.06	
Union Dues Payable	(0.50)	
State Retirement Service Purchase 1	0.49	
ASRS Company	(0.10)	
Fire Chief Retirement Payable	(0.24)	
Medical Insurance Company	0.07	
Dental Insuranace Company	(0.12)	
FICA Company	(0.12)	
Vision Insurance Payable	529.34	
Tax Levy Withheld	188.93	
Total Current Liabilities		\$237,594.69
Total Liabilities		\$237,594.69
Net Assets		
Fund Balance	\$2,901,154.86	
Current Year Net Assets	(392,653.94)	
Total Net Assets	_	2,508,500.92
Total Liabilities and Net Assets	_	\$2,746,095.61



# CVFD Revenue

	Current			YTD	
	Mon	th Revenue		Budget	
Real Estate Tax	\$	120,677	\$	3,376,620	54.86
Personal Property Tax	\$	3,834	\$	104,432	1.74
FDAT	\$	12,018	\$	313,900	5.46
Fire Protection Contracts	\$	1,124	\$	59,000	0.51
Training Classes	\$	3,550	\$	-	1.61
Fire Prevention	\$	-	\$	-	0.00
JMA Expense Reimburse	\$	-	\$	10,000	0.00
Station 64 Lease	\$	612	\$	7,200	0.28
Interest Income	\$	1,163	\$	6,000	0.53
Other Income	\$	77,004	\$	152,000	35.00
	\$	219,980	\$	4,029,152	99.98



# CVFD Expenses

	C	urrent Month Actual	YTD Budget	
Personnel	\$	388,162	\$ 3,327,797	80.00
Supplies	\$	79,450	\$ 272,125	16.37
Services	\$	17,611	\$ 429,912	3.63
Capital Outlay	\$	-	\$ 28,500	-
	\$	485,222	\$ 4,058,334	100

# Chino Valley Fire District General Fund Tax Collection Information

	FY 15-16
Total Levy	\$3,481,052
Month	Collected
July	\$32,572
%	0.936%
% To Date	0.9357%
August	\$26,909
%	0.7739
% To Date	1.70879
September	\$296,716
%	8.524%
% To Date	10.23249
October	\$1,237,993
%	35.564%
% To Date	45.7962%
November	\$289,81
%	8.3269
% To Date	54.12189
December	\$220,662
%	6.3389%
% To Date	60.46079
January	\$76,744
%	2.20469
% To Date	62.6653%
February	\$87,184
%	2.5045%
% To Date	65.1698%
March	\$124,511
%	3.5768%
% To Date	68.74679
April	\$0
%	0.0000%
% To Date	68.7467%
May	\$(
%	0.0000%
% To Date	68.7467%
June	\$0
%	0.00009
% To Date	68.7467%
TOTALS	\$2,393,107
Delinquency	31.2533%

# Chino Valley Fire District FDAT Collection Information

	FY 14-15
Total Levy	\$313,900
Month	Collected
July	\$2,501
%	0.797%
% To Date	0.79669
August	\$1,456
%	0.464%
% To Date	1.2606%
September	\$26,332
%	8.389%
% To Date	9.6492%
October	\$97,909
%	31.191%
% To Date	40.8405%
November	\$43,410
%	13.82929
% To Date	54.6697%
December	\$20,201
%	6.4354%
% To Date	61.10529
January	\$10,565
%	3.3658%
% To Date	64.4710%
February	\$7,946
%	2.531%
% To Date	67.0024%
March	\$12,018
%	3.8286%
% To Date	70.83109
April	\$0
%	0.0000%
% To Date	70.83109
May	\$0
%	0.0000%
% To Date	70.83109
June	\$0
%	0.0000%
% To Date	70.8310%
TOTALS	\$222,338
Delinquency	29.1690%

100.0000%



# 2015 - 2016 Cash Flow by Month : April Board Meeting

				Actual					E	stimated		
	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Revenues:												
Property Taxes	32,572	26,909	296,715	1,237,993	289,817	220,662	76,744	87,184	124,511	290,088	290,088	290,088
Fire ProtectionContracts	416	9,359	8,198	47,063	8,182	1,756	437	1,139	1,124	4,917	4,917	4,917
FDAT	2,500	1,456	26,332	97,909	43,410	20,201	10,565	7,946	12,018	26,158	26,158	26,158
Fee for Service	3,412	2,147	1,212	6,062	-	600	2,125	3,725	3,550	13,933	13,933	13,933
Interest Income	889	2,760	71	60	326	265	3,526	73	1,163	500	500	500
Grants	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Non Levy	7,447	3,535	1,263	46	1,209	962	250	3,724	77,614	7,251	7,251	7,251
RevenueTotals:	47,236	46,166	333,791	1,389,133	342,944	244,446	93,647	103,791	219,980	342,846	342,846	342,846
Expenditures:												
Personnel Costs	441,915	259,514	380,919	302,239	316,677	238,380	203,551	278,720	388,162	277,316	277,316	277,316
Supplies/ Consum.	19,675	27,106	25,802	29,718	36,359	34,356	22,010	115,058	79,450	22,677	22,677	22,677
Misc. Service Expenses	19,069	7,190	10,140	11,872	5,520	19,606	5,979	31,065	17,610	35,826	35,826	35,826
Capital Expenses		-	-	-	-	-	5,248		-	2,375	2,375	2,375
ExpenditureTotals:	480,659	293,810	416,861	343,830	358,556	292,342	236,788	424,843	485,222	338,194	338,194	338,194
Monthly Net Cash	-433423	(247,644)	(83,070)	1,045,304	(15,612)	(47,896)	(143,141)	(321,052)	(265,242)	4,652	4,652	4,652
Cumulative Net Cash	(433,423)	(681,067)	(764,137)	281,167	265,555	217,659	74,518	(246,535)	(511,777)	(507,125)	(502,473)	(497,821)
Cash Balance (\$55,000)	(378,423)	(626,067)	(709,137)	336,167	320,555	272,659	129,518	(191,535)	(456,777)	(452,125)	(447,473)	(442,821)
Capital Reserve \$989,197.85 bal.	989,198	989,198	989,198	989,198	989,198	989,198	989,198	989,198	989,198	989,198	989,198	989,198

The Chino Valley Fire District Board of Directors have reviewed and approved the following monthly 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 ARS §48-805, 807:

	Fire Board Clerk	Date
	Fire Board Chairperson	Date
CVFD Bond Fund, 2007		
CVFD Bond Debt Service		
CVFD Capital Reserve Fund		
CVFD General Fund		

#### Chino Valley Fire District Check Reconciliation March 2016

R	e	¢	O	ne	٥i	lia	iti	OI	n:
R	۵	_	in	n	in	_	R		

Beginning Balance: 1.734.292.57 Deposits: 222,705.14 Transfers:

Balance per Bank: Outstanding Checks: Outstanding Deposit: \$1,600,344.65 (\$96,496.60)

Outstanding Deposit:

Disbursements: (452,349.66) Adjustment to payroll 600.00

Adj Check From P/R: Adj to payroll **Ending Balance:** 

\$1,400.00 \$1,505,248.05

Adjustment to payroll **Ending Balance:** 

1,505,248.05

G/L Ending Balance

\$1,505,248.05

Difference between Balances:

\$0.00

\$1,505,248.05

Deposits per Bank Statement:

Real Estate Taxes 3,833.81 Pers. Property Taxes (UPP) 120,676.60 **FDAT** 12,017.50 Fire District Deposit

Bank Reconciliation Register:

Checks from A/P Adj Check From P/R 392,727.12 59,622.54

85,014.07

1,163.16

Total Checks:

452,349.66

Transfer Out

Transfer In(Special Rev Fund)

Other-ADOT Game/Fish in lieu

Adjustments(Warrant interest) Interest Income

Deposits from A/R

Journal Entries from G/L

GL adj to payroll

137,691.07

85,014.07

222,705.14

222,705.14

Reconciliation Approved by: Scott Freitag

Fire Chief

Reconciliation Reviewed by: Dave Tharp

Assistant Chief of Administration

Reconciliation Prepared by: Debbie Spingola

Finance Manager

#### Bank Reconciliation Summary

BANK CONTROL ID: GEN - GENERAL FUND	DESC: GENERAL FUND	ACCOUNT NO: 00000000000000000
Beginning Balance:	03/01/16	\$1,839,920.26
Deposits and Credits:		\$222,705.14
Checks and Charges:		(\$462,280.75)
Adjustments:		\$0.00
Ending Balance Per Reconciliation:		\$1,600,344.65
Ending Balance Per Bank Statement:	03/31/16	\$1,600,344.65
* Outstanding Deposits and Credits:	03/31/16	\$0.00
* Outstanding Checks and Charges:	03/31/16	(\$96,496.60)
Ending Book Balance:	03/31/16	\$1,503,848.05

#### BR Checks and Charges Cleared

GEN	General Fund	General	Fund		00000000000000
Date	Document	Description	Module	Company	Amount
02/02/16	023950	Arizona Dept. of Public Safety	AP	CHINOV	\$22.00
02/29/16	024021	AFLAC	AP	CHINOV	\$123.33
02/29/16	024022	Amsoil	AP	CHINOV	\$1,515.25
02/29/16	024023	APS	AP	CHINOV	\$1,869.41
02/29/16	024024	Arizona State Retirement Sys	AP	CHINOV	\$645.82
02/29/16	024025	Auto Trim Plus	AP	CHINOV	\$1,062.59
02/29/16	024026	Blue Cross-Blue Shield	AP	CHINOV	\$26,347.47
02/29/16	024027	CenturyLink	AP	CHINOV	\$482.40
02/29/16	024028	Chase - AZ State Withholding	AP	CHINOV	\$2,371.98
02/29/16	024029	Chase Faz State Withholding	AP	CHINOV	\$59,622.54
02/29/16	024029	Chase - US Treas Fed. Withhold	AP	CHINOV	\$10,182.19
02/29/16	024030	Chino Glass, Inc	AP	CHINOV	\$290.46
		•	AP AP		·
02/29/16	024032	City of Prescott (Dispatch)		CHINOV	\$13,517.81
02/29/16	024033	Support Payment Clearinghouse	AP	CHINOV	\$431.34
02/29/16	024034	Chase Bank 634641138	AP	CHINOV	\$104.00
02/29/16	024035	Chase Bank 634641138	AP	CHINOV	\$122.00
02/29/16	024036	Central Yavapai Fire Dist	AP	CHINOV	\$3,963.73
02/29/16	024038	Chase Bank 634641138	AP	CHINOV	\$65.00
02/29/16	024039	Guardian	AP	CHINOV	\$4,279.92
02/29/16	024040	Health Equity	AP	CHINOV	\$1,362.52
02/29/16	024041	Hinton Burdick CPA's and Advis	AP	CHINOV	\$1,094.23
02/29/16	024042	Hunt's Building Center	AP	CHINOV	\$12.18
02/29/16	024043	John Deere Financial	AP	CHINOV	\$6.00
02/29/16	024044	Mattress and Furniture Gallery	AP	CHINOV	\$2,451.09
02/29/16	024045	Maverik, Inc	AP	CHINOV	\$93.22
02/29/16	024046	MES	AP	CHINOV	\$1,841.50
02/29/16	024047	Nationwide Retirement Solution	AP	CHINOV	\$885.93
02/29/16	024048	Nationwide Retirement Solution	AP	CHINOV	\$2,555.00
02/29/16	024049	Nationwide Retirement Solution	AP	CHINOV	\$845.57
02/29/16	024050	Chase Bank 634641138	AP	CHINOV	\$54.03
02/29/16	024051	Public Safety Personnel Retire	AP	CHINOV	\$23,363.34
02/29/16	024052	Chase Bank 634641138	AP	CHINOV	\$724.84
02/29/16	024053	United Disposal, Inc	AP	CHINOV	\$180.00
02/29/16	024054	UNS Gas, Inc	AP	CHINOV	\$181.64
02/29/16	024055	Workers Assistance Program, In	AP	CHINOV	\$104.40
02/29/16	024056	Yavapai Bottled Gas	AP	CHINOV	\$795.48
02/29/16	024057	American Express	AP	CHINOV	\$451.70
03/01/16	033509	Johnathan R Apolinar	PR	CHINOV	\$0.00
03/01/16	033510	Ben D Buchanan	PR	CHINOV	\$0.00
03/01/16	033511	Scott D Bulters	PR	CHINOV	\$0.00
03/01/16	033512	Darrell R Buntin III	PR	CHINOV	\$0.00
03/01/16	033513	Douglas J Copenhaver	PR	CHINOV	\$0.00
03/01/16	033514	Phillip C Cox	PR	CHINOV	\$0.00
03/01/16	033515	Bryan K Dalton	PR	CHINOV	\$0.00
03/01/16	033516	Glenn T Davidson	PR	CHINOV	\$0.00
03/01/16	033517	Ren W Douglas	PR	CHINOV	\$0.00
03/01/16	033518	Scott A Freitag	PR	CHINOV	\$0.00
03/01/16	033519	Timothy B Gallman	PR	CHINOV	\$0.00
03/01/16	033520	James E Ginn	PR	CHINOV	\$0.00
03/01/16	033521	Daniel W Gnagey	PR	CHINOV	\$0.00
03/01/16	033522	Nathaniel D Green	PR	CHINOV	\$0.00
03/01/16	033523	Nicholas R Guzzo	PR	CHINOV	\$0.00
03/01/16	033524	Allen D Harris	PR	CHINOV	\$0.00
03/01/16	033525	Jory Ingrao	PR	CHINOV	\$0.00
		Jack F Ingrao, Jr.			
03/01/16	033526		PR DD	CHINOV	\$0.00 \$0.00
03/01/16	033527	Terrence L Jacobson	PR	CHINOV	\$0.00
03/01/16	033528	David L Johnson	PR	CHINOV	\$0.00
03/01/16	033529	Peter J Lynch	PR	CHINOV	\$0.00
03/01/16	033530	Mathew T Mayhall	PR	CHINOV	\$0.00
03/01/16	033531	Eric R Merrill	PR	CHINOV	\$0.00
03/01/16	033532	Thomas E Muniz	PR	CHINOV	\$0.00
03/01/16	033533	Michael J Nelson	PR	CHINOV	\$0.00

#### BR Checks and Charges Cleared

GEN	General Fund	Genera	l Fund		00000000000000
Date	Document	Description	Module	Company	Amount
03/01/16	033534	Samuel F Ramirez	PR	CHINOV	\$0.00
03/01/16	033535	Robert A Rendl	PR	CHINOV	\$0.00
03/01/16	033536	Jerry R Roberts	PR	CHINOV	\$0.00
03/01/16	033537	Benjamin H Roche	PR	CHINOV	\$0.00
03/01/16	033538	Cody S Rose	PR	CHINOV	\$0.00
03/01/16	033539	Alan J Schuster Jr.	PR	CHINOV	\$0.00
03/01/16	033540	Rhonda U Skinner	PR	CHINOV	\$0.00
03/01/16	033541	Timothy E Snyder	PR	CHINOV	\$0.00
03/01/16	033542	Jeff Stewart	PR	CHINOV	\$0.00
03/01/16	033543	Shawn S Tarver	PR	CHINOV	\$0.00
03/01/16	033544	Karen W Viscardi	PR	CHINOV	\$0.00
			PR		
03/01/16	033545	Robert P Zazueta AFLAC	AP	CHINOV	\$0.00 \$123.33
03/14/16	024058			CHINOV	•
03/14/16	024059	Arizona State Retirement Sys	AP	CHINOV	\$645.82
03/14/16	024060	Bennett Oil	AP	CHINOV	\$869.79
03/14/16	024061	Patty Brookins	AP	CHINOV	\$149.77
03/14/16	024062	B & W Fire Security Systems	AP	CHINOV	\$168.00
03/14/16	024063	Cable One Business	AP	CHINOV	\$84.73
03/14/16	024064	Chase - AZ State Withholding	AP	CHINOV	\$3,029.78
03/14/16	024065	Chase Bank	AP	CHINOV	\$74,496.52
03/14/16	024066	Chase - US Treas Fed. Withhold	AP	CHINOV	\$18,283.04
03/14/16	024067	Chino Rentals	AP	CHINOV	\$686.54
03/14/16	024068	Chino Valley Medical Center	AP	CHINOV	\$6,870.00
03/14/16	024069	City of Prescott	AP	CHINOV	\$195.73
03/14/16	024070	Support Payment Clearinghouse	AP	CHINOV	\$431.34
03/14/16	024071	Chase Bank 634641138	AP	CHINOV	\$101.00
03/14/16	024072	Chase Bank 634641138	AP	CHINOV	\$117.00
03/14/16	024073	Central Yavapai Fire Dist	AP	CHINOV	\$45,310.55
03/14/16	024074	Dish Network	AP	CHINOV	\$103.01
03/14/16	024075	Entenmann-Rovin Co.	AP	CHINOV	\$629.40
03/14/16	024076	Chase Bank 634641138	AP	CHINOV	\$63.00
03/14/16	024077	Health Equity	AP	CHINOV	\$1,399.68
03/14/16	024078	Merit Technologies	AP	CHINOV	\$216.00
03/14/16	024079	MES	AP	CHINOV	\$0.02
03/14/16	024080	Message Media	AP	CHINOV	\$46.99
03/14/16	024081	Nationwide Retirement Solution	AP	CHINOV	\$1,205.20
03/14/16	024082	Nationwide Retirement Solution	AP	CHINOV	\$24,255.00
03/14/16	024083	Nationwide Retirement Solution	AP	CHINOV	\$845.57
03/14/16	024084	Chase Bank 634641138	AP	CHINOV	\$49.03
03/14/16	024085	Prescott Newspapers	AP	CHINOV	\$31.64
03/14/16	024086	Public Safety Personnel Retire	AP	CHINOV	\$24,890.52
03/14/16	024087	SC Audit and Accounting	AP	CHINOV	\$280.00
03/14/16	024088	Sharp Business Systems	AP	CHINOV	\$145.50
03/14/16	024089	Standard Insurance Company	AP	CHINOV	\$529.10
03/14/16	024090	Chase Bank 634641138	AP	CHINOV	\$701.76
03/14/16	024091	Universal Background Screening	AP	CHINOV	\$60.80
03/14/16	024092	UNS Gas, Inc	AP	CHINOV	\$618.18
03/14/16	024093	US Bank Voyager Fleet Sys	AP	CHINOV	\$734.95
03/14/16	024094	Chase Card Services	AP	CHINOV	\$1,059.76
03/15/16	033546	Johnathan R Apolinar	PR	CHINOV	\$0.00
03/15/16	033547	Ben D Buchanan	PR	CHINOV	\$0.00
03/15/16	033548	Scott D Bulters	PR	CHINOV	\$0.00
03/15/16	033549	Darrell R Buntin III	PR	CHINOV	\$0.00
03/15/16	033550	Douglas J Copenhaver	PR	CHINOV	\$0.00
03/15/16	033551	Phillip C Cox	PR	CHINOV	\$0.00
03/15/16	033552	Adam J Croft	PR	CHINOV	\$0.00
		Bryan K Dalton			
03/15/16	033553		PR PR	CHINOV	\$0.00 \$0.00
03/15/16	033554	Glenn T Davidson		CHINOV	\$0.00
03/15/16	033555	Ren W Douglas	PR	CHINOV	\$0.00
03/15/16	033556	Scott A Freitag	PR	CHINOV	\$0.00
03/15/16	033557	Timothy B Gallman	PR	CHINOV	\$0.00
03/15/16	033558	James E Ginn	PR	CHINOV	\$0.00

#### BR Checks and Charges Cleared

GEN	General Fund	General	000000000000		
Date	Document	Description	Module	Company	Amount
03/15/16	033559	Daniel W Gnagey	PR	CHINOV	\$0.00
03/15/16	033560	Nathaniel D Green	PR	CHINOV	\$0.00
03/15/16	033561	Nicholas R Guzzo	PR	CHINOV	\$0.00
03/15/16	033562	Allen D Harris	PR	CHINOV	\$0.00
03/15/16	033563	Jory Ingrao	PR	CHINOV	\$0.00
03/15/16	033564	Jack F Ingrao, Jr.	PR	CHINOV	\$0.00
03/15/16	033565	Terrence L Jacobson	PR	CHINOV	\$0.00
03/15/16	033566	David L Johnson	PR	CHINOV	\$0.00
03/15/16	033567	Peter J Lynch	PR	CHINOV	\$0.00
03/15/16	033568	Mathew T Mayhall	PR	CHINOV	\$0.00
03/15/16	033569	Eric R Merrill	PR	CHINOV	\$0.00
03/15/16	033570	Thomas E Muniz	PR	CHINOV	\$0.00
03/15/16	033571	Michael J Nelson	PR	CHINOV	\$0.00
03/15/16	033572	Samuel F Ramirez	PR	CHINOV	\$0.00
03/15/16	033573	Robert A Rendl	PR	CHINOV	\$0.00
03/15/16	033574	Jerry R Roberts	PR	CHINOV	\$0.00
03/15/16	033575	Benjamin H Roche	PR	CHINOV	\$0.00
03/15/16	033576	Cody S Rose	PR	CHINOV	\$0.00
03/15/16	033577	Alan J Schuster Jr.	PR	CHINOV	\$0.00
03/15/16	033578	Rhonda U Skinner	PR	CHINOV	\$0.00
03/15/16	033579	Timothy E Snyder	PR	CHINOV	\$0.00
03/15/16	033580	Jeff Stewart	PR	CHINOV	\$0.00
03/15/16	033581	Shawn S Tarver	PR	CHINOV	\$0.00
03/15/16	033582	Karen W Viscardi	PR	CHINOV	\$0.00
03/15/16	033583	Robert P Zazueta	PR	CHINOV	\$0.00
03/28/16	024097	APS	AP	CHINOV	\$1,606.80
03/28/16	024098	Arizona State Retirement Sys	AP	CHINOV	\$645.82
03/28/16	024100	Chase - AZ State Withholding	AP	CHINOV	\$2,680.46
03/28/16	024101	Chase Bank	AP	CHINOV	\$66,290.00
03/28/16	024102	Chase - US Treas Fed. Withhold	AP	CHINOV	\$12,184.79
03/28/16	024104	Support Payment Clearinghouse	AP	CHINOV	\$431.34
03/28/16	024105	Chase Bank 634641138	AP	CHINOV	\$101.00
03/28/16	024106	Chase Bank 634641138	AP	CHINOV	\$117.00
03/28/16	024109	Chase Bank 634641138	AP	CHINOV	\$63.00
03/28/16	024117	Chase Bank 634641138	AP	CHINOV	\$49.03
03/28/16	024120	Signs Plus	AP	CHINOV	\$3,959.79
03/28/16	024121	Chase Bank 634641138	AP	CHINOV	\$701.76
03/29/16	033584	Johnathan R Apolinar	PR	CHINOV	\$0.00
03/29/16	033585	Ben D Buchanan	PR	CHINOV	\$0.00
03/29/16	033586	Scott D Bulters	PR	CHINOV	\$0.00
03/29/16	033587	Darrell R Buntin III	PR	CHINOV	\$0.00
03/29/16	033588	Douglas J Copenhaver	PR	CHINOV	\$0.00
03/29/16	033589	Phillip C Cox	PR	CHINOV	\$0.00
03/29/16	033590	Adam J Croft	PR	CHINOV	\$0.00
03/29/16	033591	Bryan K Dalton	PR	CHINOV	\$0.00
03/29/16	033592	Glenn T Davidson	PR	CHINOV	\$0.00
03/29/16	033593	Ren W Douglas	PR	CHINOV	\$0.00
03/29/16	033594	Scott A Freitag	PR	CHINOV	\$0.00
03/29/16	033595	Timothy B Gallman	PR	CHINOV	\$0.00
03/29/16	033596	James E Ginn	PR	CHINOV	\$0.00
03/29/16	033597	Daniel W Gnagey	PR	CHINOV	\$0.00
03/29/16	033598	Nathaniel D Green	PR	CHINOV	\$0.00
03/29/16	033599	Nicholas R Guzzo	PR	CHINOV	\$0.00
03/29/16	033600	Allen D Harris	PR	CHINOV	\$0.00
03/29/16	033601	Jory Ingrao	PR	CHINOV	\$0.00
03/29/16	033602	Jack F Ingrao, Jr.	PR	CHINOV	\$0.00
03/29/16	033603	Terrence L Jacobson	PR	CHINOV	\$0.00
03/29/16	033604	David L Johnson	PR	CHINOV	\$0.00
03/29/16	033605	Peter J Lynch	PR	CHINOV	\$0.00
03/29/16	033606	Mathew T Mayhall	PR	CHINOV	\$0.00
03/29/16	033607	Eric R Merrill	PR	CHINOV	\$0.00
03/29/16	033608	Thomas E Muniz	PR	CHINOV	\$0.00
		<del></del>		- · · · ·	43.30

#### BR Checks and Charges Cleared

GEN	General Fund	General Fund General Fund			000000000000000
Date	Document	Description	Modu	le Company	Amount
03/29/16	033609	Michael J Nelson	PR	CHINOV	\$0.00
03/29/16	033610	Samuel F Ramirez	PR	CHINOV	\$0.00
03/29/16	033611	Robert A Rendl	PR	CHINOV	\$0.00
03/29/16	033612	Jerry R Roberts	PR	CHINOV	\$0.00
03/29/16	033613	Benjamin H Roche	PR	CHINOV	\$0.00
03/29/16	033614	Cody S Rose	PR	CHINOV	\$0.00
03/29/16	033615	Alan J Schuster Jr.	PR	CHINOV	\$0.00
03/29/16	033616	Rhonda U Skinner	PR	CHINOV	\$0.00
03/29/16	033617	Timothy E Snyder	PR	CHINOV	\$0.00
03/29/16	033618	Jeff Stewart	PR	CHINOV	\$0.00
03/29/16	033619	Shawn S Tarver	PR	CHINOV	\$0.00
03/29/16	033620	Karen W Viscardi	PR	CHINOV	\$0.00
03/29/16	033621	Robert P Zazueta	PR	CHINOV	\$0.00
			TOTAL CHECK	S AND CHARGES CLEARED:	\$462,280.75

### BR Checks and Charges Outstanding

GEN	General Fund	Ger	neral Fund		000000000000000
Date	Document	Description	Module	Company	Amount
03/25/15	023151	AZ General/Ace Hardware	AP	CHINOV	\$42.32
03/25/15	023181	Yavapai County Assessor's Offi	AP	CHINOV	\$25.00
04/16/15	001000	Boyle, Pecharich, Cline & Whit	AP	CHINOV	\$1,888.00
07/29/15	023471	Bolt Internet, Inc.	AP	CHINOV	\$73.00
03/28/16	024095	AFLAC	AP	CHINOV	\$123.33
03/28/16	024096	Amsoil	AP	CHINOV	\$3,008.69
03/28/16	024099	Blue Cross-Blue Shield	AP	CHINOV	\$29,377.40
03/28/16	024103	City of Prescott (Dispatch)	AP	CHINOV	\$7,764.19
03/28/16	024107	Central Yavapai Fire Dist	AP	CHINOV	\$11,136.64
03/28/16	024110	Hampton Inn and Suites	AP	CHINOV	\$92.54
03/28/16	024111	Health Equity	AP	CHINOV	\$1,399.68
03/28/16	024112	Life Line Ambulance Service	AP	CHINOV	\$552.00
03/28/16	024113	Nationwide Retirement Solution	AP	CHINOV	\$933.29
03/28/16	024114	Nationwide Retirement Solution	AP	CHINOV	\$2,255.00
03/28/16	024115	Nationwide Retirement Solution	AP	CHINOV	\$845.57
03/28/16	024116	Online Solutions, LLC	AP	CHINOV	\$600.00
03/28/16	024118	Prescott Area Human Resources	AP	CHINOV	\$100.00
03/28/16	024119	Public Safety Personnel Retire	AP	CHINOV	\$26,039.85
03/28/16	024122	United Disposal, Inc	AP	CHINOV	\$180.00
03/28/16	024123	VFIS of Arizona	AP	CHINOV	\$9,638.00
03/28/16	024124	Workers Assistance Program, In	AP	CHINOV	\$107.30
03/28/16	024125	Yavapai Bottled Gas	AP	CHINOV	\$273.11
03/28/16	024126	Chase Card Services	AP	CHINOV	\$34.99
03/28/16	024127	American Express	AP	CHINOV	\$6.70
			TOTAL CHECKS AND CH	ARGES OUTSTANDING:	\$96,496.60

# BR Deposits and Credits Cleared

GEN	General Fund		General Fund		000000000000000
Date	Document	Description	Module	Company	Amount
03/09/16	0448	Deposit	AR	CHINOV	\$140.56
03/14/16	0449	Deposit	AR	CHINOV	\$77,884.34
03/14/16	0452	Deposit	AR	CHINOV	\$116.55
03/21/16	0453	Deposit	AR	CHINOV	\$4,773.32
03/31/16	0454	Deposit	AR	CHINOV	\$1,788.50
03/31/16	0455	Deposit	AR	CHINOV	\$45.60
03/31/16	0456	Deposit	AR	CHINOV	\$265.20
03/31/16	Tax & Int Revenue	Tax & Interest Revenue	GL	CHINOV	\$137,691.07
			TOTAL DEPOSITS A	ND CREDITS CLEARED:	\$222,705.14

4/11/16 10:51:26 AM

### **Chino Valley Fire District**

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BR Deposits and Credits Outstanding

For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount

TOTAL DEPOSITS AND CREDITS OUTSTANDING:

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM	ACCOUNTS PAY	ABLE				
BANK CONTROL ID: GEN						
024058	03/14/16	Marked	No	AFLAC	04/08/16	\$123.33
024059	03/14/16	Marked	No	Arizona State Retirement Sys	04/08/16	\$645.82
024060	03/14/16	Marked	No	Bennett Oil	04/08/16	\$869.79
024061	03/14/16	Marked	No	Patty Brookins	04/08/16	\$149.77
024062	03/14/16	Marked	No	B & W Fire Security Systems	04/08/16	\$168.00
024063	03/14/16	Marked	No	Cable One Business	04/08/16	\$84.73
024064	03/14/16	Marked	No	Chase - AZ State Withholding	04/08/16	\$3,029.78
024065	03/14/16	Marked	No	Chase Bank	04/08/16	\$74,496.52
024066 024067	03/14/16 03/14/16	Marked Marked	No No	Chase - US Treas Fed. Withhold Chino Rentals	04/08/16 04/08/16	\$18,283.04 \$686.54
024067	03/14/16	Marked	No	Chino Valley Medical Center	04/08/16	\$6,870.00
024069	03/14/16	Marked	No	City of Prescott	04/08/16	\$0,670.00 \$195.73
024070	03/14/16	Marked	No	Support Payment Clearinghouse	04/08/16	\$431.34
024071	03/14/16	Marked	No	Chase Bank 634641138	04/08/16	\$101.00
024072	03/14/16	Marked	No	Chase Bank 634641138	04/08/16	\$117.00
024073	03/14/16	Marked	No	Central Yavapai Fire Dist	04/08/16	\$45,310.55
024074	03/14/16	Marked	No	Dish Network	04/08/16	\$103.01
024075	03/14/16	Marked	No	Entenmann-Rovin Co.	04/08/16	\$629.40
024076	03/14/16	Marked	No	Chase Bank 634641138	04/08/16	\$63.00
024077	03/14/16	Marked	No	Health Equity	04/08/16	\$1,399.68
024078	03/14/16	Marked	No	Merit Technologies	04/08/16	\$216.00
024079	03/14/16	Marked	No	MES	04/08/16	\$0.02
024080	03/14/16	Marked	No	Message Media	04/08/16	\$46.99
024081	03/14/16	Marked	No	Nationwide Retirement Solution	04/08/16	\$1,205.20
024082	03/14/16	Marked	No	Nationwide Retirement Solution	04/08/16	\$24,255.00
024083	03/14/16	Marked	No	Nationwide Retirement Solution	04/08/16	\$845.57
024084	03/14/16	Marked	No	Chase Bank 634641138	04/08/16	\$49.03
024085	03/14/16	Marked	No	Prescott Newspapers	04/08/16	\$31.64
024086	03/14/16	Marked	No	Public Safety Personnel Retire	04/08/16	\$24,890.52
024087	03/14/16	Marked	No	SC Audit and Accounting	04/08/16	\$280.00
024088	03/14/16	Marked	No	Sharp Business Systems	04/08/16	\$145.50
024089 024090	03/14/16 03/14/16	Marked Marked	No No	Standard Insurance Company Chase Bank 634641138	04/08/16	\$529.10 \$701.76
024090	03/14/16	Marked	No	Universal Background Screening	04/08/16 04/08/16	\$60.80
024092	03/14/16	Marked	No	UNS Gas, Inc	04/08/16	\$618.18
024093	03/14/16	Marked	No	US Bank Voyager Fleet Sys	04/08/16	\$734.95
024094	03/14/16	Marked	No	Chase Card Services	04/08/16	\$1,059.76
024095	03/28/16	Retrieved	No	AFLAC		\$123.33
024096	03/28/16	Retrieved	No	Amsoil		\$3,008.69
024097	03/28/16	Marked	No	APS	04/08/16	\$1,606.80
024098	03/28/16	Marked	No	Arizona State Retirement Sys	04/08/16	\$645.82
024099	03/28/16	Retrieved	No	Blue Cross-Blue Shield		\$29,377.40
024100	03/28/16	Marked	No	Chase - AZ State Withholding	04/08/16	\$2,680.46
024101	03/28/16	Marked	No	Chase Bank	04/08/16	\$66,290.00
024102	03/28/16	Marked	No	Chase - US Treas Fed. Withhold	04/08/16	\$12,184.79
024103	03/28/16	Retrieved	No	City of Prescott (Dispatch)		\$7,764.19
024104	03/28/16	Marked	No	Support Payment Clearinghouse	04/08/16	\$431.34
024105	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$101.00
024106	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$117.00
024107	03/28/16	Retrieved	No	Central Yavapai Fire Dist	0.4/0.0/4.0	\$11,136.64
024109	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$63.00
024110	03/28/16	Retrieved	No	Hampton Inn and Suites		\$92.54
024111	03/28/16	Retrieved	No No	Health Equity		\$1,399.68 \$552.00
024112 024113	03/28/16 03/28/16	Retrieved Retrieved	No No	Life Line Ambulance Service  Nationwide Retirement Solution		\$552.00 \$933.29
024113	03/28/16	Retrieved	No No	Nationwide Retirement Solution  Nationwide Retirement Solution		\$933.29 \$2,255.00
024115	03/28/16	Retrieved	No	Nationwide Retirement Solution		\$2,255.00 \$845.57
024116	03/28/16	Retrieved	No	Online Solutions, LLC		\$600.00
024117	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$49.03
024117	03/28/16	Retrieved	No	Prescott Area Human Resources	3 11 00/10	\$100.00
024119	03/28/16	Retrieved	No	Public Safety Personnel Retire		\$26,039.85
024120	03/28/16	Marked	No	Signs Plus	04/08/16	\$3,959.79
				-		. ,

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM	ACCOUNTS PAY	'ABLE				
BANK CONTROL ID: GEN						(CONTINUED)
024121	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$701.76
024122	03/28/16	Retrieved	No	United Disposal, Inc		\$180.00
024123	03/28/16	Retrieved	No	VFIS of Arizona		\$9,638.00
024124	03/28/16	Retrieved	No	Workers Assistance Program, In		\$107.30
024125	03/28/16	Retrieved	No	Yavapai Bottled Gas		\$273.11
024126	03/28/16	Retrieved	No	Chase Card Services		\$34.99
024127	03/28/16	Retrieved	No	American Express		\$6.70
					SUB TOTAL FOR BANK:	\$392,727.12
					TOTAL FOR MODULE:	\$392,727.12
						<b>400</b> -,:-::-
MODULE: DEPOSITS FRO BANK CONTROL ID: GEN		ECEIVABLE				
0448	03/09/16	Marked	No	Deposit	04/08/16	\$140.56
0449	03/14/16	Marked	No	Deposit	04/08/16	\$77,884.34
0452	03/14/16	Marked	No	-	04/08/16	\$116.55
				Deposit		•
0453	03/21/16	Marked	No	Deposit	04/08/16	\$4,773.32
0454	03/31/16	Marked	No	Deposit	04/08/16	\$1,788.50
0455	03/31/16	Marked	No	Deposit	04/08/16	\$45.60
0456	03/31/16	Marked	No	Deposit	04/08/16 SUB TOTAL FOR BANK:	\$265.20 <b>\$85,014.07</b>
					TOTAL FOR MODULE:	• •
					TO THE TOTAL MODULE.	\$85,014.07
IODULE: JOURNAL ENT						
BANK CONTROL ID: A-A1						
Tax & Int Revenue	03/31/16	Retrieved	No	Tax & Interest Revenue	_	\$137,691.07
					SUB TOTAL FOR BANK:	\$137,691.07
BANK CONTROL ID: BDS Tax & Int Revenue	- YAVAPAI COUNTY 03/31/16	TREASURER Marked	No	Tax & Interest Revenue	04/08/16	\$15,897.27
lax & IIII Revenue	03/31/10	Marked	INO	lax & interest Revenue	SUB TOTAL FOR BANK:	\$15,897.27
BANK CONTROL ID: GEN	- GENERAL FUND					. ,
Tax & Int Revenue	03/31/16	Marked	No	Tax & Interest Revenue	04/08/16	\$137,691.07
					SUB TOTAL FOR BANK:	\$137,691.07
					TOTAL FOR MODULE:	
					TO THE TOTAL MODULE.	\$291,279.41
IODULE: CHECKS FROM						
BANK CONTROL ID: GEN		Markad	No	Johnsthan D. Analiner	04/09/46	00.00
033509	03/01/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033510	03/01/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033511	03/01/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033512	03/01/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033513	03/01/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033514	03/01/16	Marked	No	Phillip C Cox	04/08/16	\$0.00
033515	03/01/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00
033516	03/01/16	Marked	No	Glenn T Davidson	04/08/16	\$0.00
033517	03/01/16	Marked	No	Ren W Douglas	04/08/16	\$0.00
033518	03/01/16	Marked	No	Scott A Freitag	04/08/16	\$0.00
033519	03/01/16	Marked	No	Timothy B Gallman	04/08/16	\$0.00
033520	03/01/16	Marked	No	James E Ginn	04/08/16	\$0.00
033521	03/01/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033522	03/01/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033523	03/01/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
	03/01/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033524		Marked	No	Jory Ingrao	04/08/16	\$0.00
033524	U3/U1/1h			Jack F Ingrao, Jr.	04/08/16	\$0.00
033524 033525	03/01/16 03/01/16	Marked	NΩ			
033524 033525 033526	03/01/16	Marked Marked	No No	_		
033524 033525 033526 033527	03/01/16 03/01/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033524 033525 033526 033527 033528	03/01/16 03/01/16 03/01/16	Marked Marked	No No	Terrence L Jacobson David L Johnson	04/08/16 04/08/16	\$0.00 \$0.00
033524 033525 033526 033527	03/01/16 03/01/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00 \$0.00 \$0.00 \$0.00

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FRO	M PAYROLL					
BANK CONTROL ID: GE	N - GENERAL FUND					(CONTINUED)
033531	03/01/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033532	03/01/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033533	03/01/16	Marked	No	Michael J Nelson	04/08/16	\$0.00
033534	03/01/16	Marked	No	Samuel F Ramirez	04/08/16	\$0.00
033535	03/01/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033536	03/01/16	Marked	No	Jerry R Roberts	04/08/16	\$0.00
033537	03/01/16	Marked	No	Benjamin H Roche	04/08/16	\$0.00
033538 033539	03/01/16 03/01/16	Marked Marked	No No	Cody S Rose Alan J Schuster Jr.	04/08/16 04/08/16	\$0.00 \$0.00
033540	03/01/16	Marked	No	Rhonda U Skinner	04/08/16	\$0.00
033541	03/01/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033542	03/01/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033543	03/01/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033544	03/01/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033545	03/01/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
033546	03/15/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033547	03/15/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033548	03/15/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033549	03/15/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033550	03/15/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033551	03/15/16	Marked	No	Phillip C Cox	04/08/16	\$0.00
033552	03/15/16	Marked	No	Adam J Croft	04/08/16	\$0.00
033553	03/15/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00
033554	03/15/16	Marked	No	Glenn T Davidson	04/08/16	\$0.00
033555	03/15/16	Marked	No	Ren W Douglas	04/08/16	\$0.00
033556	03/15/16	Marked	No	Scott A Freitag	04/08/16	\$0.00
033557 033558	03/15/16 03/15/16	Marked Marked	No No	Timothy B Gallman  James E Ginn	04/08/16 04/08/16	\$0.00 \$0.00
033559	03/15/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033560	03/15/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033561	03/15/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
033562	03/15/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033563	03/15/16	Marked	No	Jory Ingrao	04/08/16	\$0.00
033564	03/15/16	Marked	No	Jack F Ingrao, Jr.	04/08/16	\$0.00
033565	03/15/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033566	03/15/16	Marked	No	David L Johnson	04/08/16	\$0.00
033567	03/15/16	Marked	No	Peter J Lynch	04/08/16	\$0.00
033568	03/15/16	Marked	No	Mathew T Mayhall	04/08/16	\$0.00
033569	03/15/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033570	03/15/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033571	03/15/16	Marked	No	Michael J Nelson	04/08/16	\$0.00
033572	03/15/16	Marked	No	Samuel F Ramirez	04/08/16	\$0.00
033573	03/15/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033574	03/15/16	Marked Marked	No	Jerry R Roberts Benjamin H Roche	04/08/16	\$0.00 \$0.00
033575 033576	03/15/16 03/15/16	Marked Marked	No No	Cody S Rose	04/08/16 04/08/16	\$0.00 \$0.00
033577	03/15/16	Marked	No	Alan J Schuster Jr.	04/08/16	\$0.00
033578	03/15/16	Marked	No	Rhonda U Skinner	04/08/16	\$0.00
033579	03/15/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033580	03/15/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033581	03/15/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033582	03/15/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033583	03/15/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
033584	03/29/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033585	03/29/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033586	03/29/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033587	03/29/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033588	03/29/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033589	03/29/16	Marked	No	Phillip C Cox	04/08/16	\$0.00
033590	03/29/16	Marked	No	Adam J Croft	04/08/16	\$0.00
033591	03/29/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00
033592	03/29/16	Marked	No	Glenn T Davidson	04/08/16	\$0.00

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM	M PAYROLL					
BANK CONTROL ID: GEN	- GENERAL FUND					(CONTINUED)
033593	03/29/16	Marked	No	Ren W Douglas	04/08/16	\$0.00
033594	03/29/16	Marked	No	Scott A Freitag	04/08/16	\$0.00
033595	03/29/16	Marked	No	Timothy B Gallman	04/08/16	\$0.00
033596	03/29/16	Marked	No	James E Ginn	04/08/16	\$0.00
033597	03/29/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033598	03/29/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033599	03/29/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
033600	03/29/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033601	03/29/16	Marked	No	Jory Ingrao	04/08/16	\$0.00
033602	03/29/16	Marked	No	Jack F Ingrao, Jr.	04/08/16	\$0.00
033603	03/29/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033604	03/29/16	Marked	No	David L Johnson	04/08/16	\$0.00
033605	03/29/16	Marked	No	Peter J Lynch	04/08/16	\$0.00
033606	03/29/16	Marked	No	Mathew T Mayhall	04/08/16	\$0.00
033607	03/29/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033608	03/29/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033609	03/29/16	Marked	No	Michael J Nelson	04/08/16	\$0.00
033610	03/29/16	Marked	No	Samuel F Ramirez	04/08/16	\$0.00
033611	03/29/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033612	03/29/16	Marked	No	Jerry R Roberts	04/08/16	\$0.00
033613	03/29/16	Marked	No	Benjamin H Roche	04/08/16	\$0.00
033614	03/29/16	Marked	No	Cody S Rose	04/08/16	\$0.00
033615	03/29/16	Marked	No	Alan J Schuster Jr.	04/08/16	\$0.00
033616	03/29/16	Marked	No	Rhonda U Skinner	04/08/16	\$0.00
033617	03/29/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033618	03/29/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033619	03/29/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033620	03/29/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033621	03/29/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
					SUB TOTAL FOR BANK:	\$0.00
					TOTAL FOR MODULE:	\$0.00

4/11/16 10:52:31 AM

# **Chino Valley Fire District**

BR Adjustments Report

For the Bank Statement ending:

 Date
 Document
 Description
 GL Account
 Offset Amt
 Adj. Amt

DOCUMENT:

ADJUSTMENT DOCUMENT "TOTAL:

TOTAL FOR ALL ADJUSTMENTS:

Page: 1

# Chino Valley Fire District Capital Reserve Project Fund

Date	Transaction	Debit	Credit	Balance
07/01/15	Fiscal Year Beginning Balance			\$989,197.85
07/31/15	Interest	\$0.00		\$989,197.85
08/31/15	Interest	\$0.00		\$989,197.85
09/30/15	Interest	\$0.00		\$989,197.85
10/31/15	Interest	\$0.00		\$989,197.85
11/30/15	Interest	\$0.00		\$989,197.85
12/31/15	Interest	\$0.00		\$989,197.85
01/31/16	Interest	\$0.00		\$989,197.85
02/29/16	Interest	\$0.00		\$989,197.85
03/31/16	Interest	\$0.00		\$989,197.85

4/04/16 9:35:48	Yavapai County Treasure Monthly Statement	er	TR046DSR C00623
* Account Number: 6-65540-0000 Chino Valley Fire Di	ist GF [	Date Range: 3/01/2016	to 3/31/2016 Page: &
Begin Balance: 1,839,920.26 Income : 222,705.14 LOC Advance . :	(Y-T-D) 2,048,295.97 2,859,005.03 .00 3,306,956.3500 1,600,344.65	LOC: .00 Out: .00 End: 1,600,344.65	Levy: 3,481,221.47 Coll: 2,263,963.58 Adj: 4,121.08- Out: 1,213,136.81
Transaction Summary By Source Source Description	Beginning Balance:	1,839,920.26 Monthly	2,048,295.97 Yearly
20021 2002 UPP Taxes 20031 2003 UPP Taxes 20041 2004 UPP Taxes 20051 2005 UPP Taxes 20061 2006 UPP Taxes 20071 2007 UPP Taxes 20081 2008 UPP Taxes 20091 2009 UPP Taxes 20101 2010 UPP Taxes 20102 2010 RE Taxes 20112 2011 RE Taxes 20112 2011 RE Taxes 20112 2012 UPP Taxes 20122 2012 RE Taxes 20131 2013 UPP Taxes 20132 2013 RE Taxes 20131 2013 UPP Taxes 20132 2013 RE Taxes 20141 2014 UPP Taxes 20142 2014 RE Taxes 20151 2015 UPP Taxes 20152 2015 RE Taxes 20151 2015 UPP Taxes 20152 2015 RE Taxes 37122 Fire District Deposit 37130 ADOT & Fish and Game in-lieu 37150 FDAT Distributions 38108 Interest on Investments ICM 38109 Interest on Investments St Treas 38113 Interest on Investments St Treas 38113 Interest on Investments Fargo 38120 Interest on Transwestern Loan 91032 Warrants Redeemed		3.78 4.78 5.81 6.34 8.54 7.98 6.77 7.68 8.40 .00 88.99 .00 94.06 .00 90.69 .00 22.56 2.22 3,477.43 120,674.38 85,014.07 .00 12,017.50 923.83 239.33 .00 .00 462,280.75-	3.78 4.78 5.81 11.69 11.71 61.01 91.94 535.03 1,650.75 .00 1,933.58 138.31 826.50 230.84 565.43 8,556.31 7,838.13 106,677.82 62,660.85 2,201,302.73 234,238.94 189.97 222,337.68 7,083.14 740.11 1,094.50 213.69 3,306,956.35
Rocal Estate Tours 8	Ending Balances	: 1,600,344.65	1,600,344.65
Real Estate Toxes \$ 120 676  UPP TOXES \$ 3833  FDAT \$ 12,017.5  Interest \$ 1,163  Subtatal \$ 137,691.	18.	Subtot Fire Dist. D Total	eposit 85,014.07 * 222,705,14

Yavapai County Treasurer Monthly Statement 4/04/16 9:35:48 TR046DSR C00623

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*	Account Number:	6-65540-0000	Chino Valley Fire Dist GF	Date Range:	3/01/2016	to	3/31/2016	Page:
	and a second and a					++++	********	

TRA	NSAC	TIONS		Begin Balance:	1,839,920.26
Date			Notes	3	Debits/Credits
2000					
3/01	20151	2015 UPP Taxes	TAX DISTRIBUTION TAX DISTRIBUTION	0004231	143.50
3/01	20152	2015 RE Taxes	TAX DISTRIBUTION	0004231	2,870.92
3/01	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ACCT 10000134F0	C10 C1
3/01	91032	Warrants Redeemed	PAID WARRANTS	1000013459	73.246.58-
3/02	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION	0004232	6,260.48
3/02	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASSI 1000013462	576.60
3/03	20151	2015 UPP Taxes	DISTRIBUTE FIRE DISTRICT TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004233	138.12
3/03	20152	2015 RE Taxes	TAX DISTRIBUTION	0004232	695.01
3/03	20152	2015 RE Taxes	TAX DISTRIBUTION	0004233	15.315.39
3/03	37150	FDAT Distributions	TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT PAID WARRANTS	ASST 1000013465	861.64
3/03	91032	Warrants Redeemed	PAID WARRANTS	1000013467	6,061.70-
3/04	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004234	62.51
3/04	20152	2015 RE Taxes	TAX DISTRIBUTION	0004233	337.18
3/04	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004234 0004233 0004234	3,488.83
3/04	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASST 1000013468	984.96
3/04	91032	Warrants Redeemed	PAID WARRANTS	ASSI 1000013468 1000013470 0004234	43,527.24-
3/07	20151	2015 UPP Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004234	
3/07	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004235	288.03
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004234	134.04
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004235 0004234 0004235	3,988.71
3/07	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASSI 1000013471	616.24
3/07	91032	Warrants Redeemed	PAID WARRANTS	1000013473	26,527.47-
3/08	20021	2002 UPP Taxes	TAX DISTRIBUTION	0004236	
3/08	20031	2003 UPP Taxes	TAX DISTRIBUTION	0004236	4.78
3/08	20041	2004 UPP Taxes	TAX DISTRIBUTION	0004236	5.81
3/08	20051	2005 UPP Taxes	TAX DISTRIBUTION	0004236	6.34
3/08	20061	2006 UPP Taxes	TAX DISTRIBUTION	0004236	7.39
3/08	20071	2007 UPP Taxes	TAX DISTRIBUTION	0004236	7.98
3/08	20081	2008 UPP Taxes	TAX DISTRIBUTION	0004236 0004236 0004236 0004236 0004236 0004236	6.77
3/08	20091	2009 UPP Taxes	DISTRIBUTE FIRE DISTRICT PAID WARRANTS TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT	0004236	7.68
3/08	20101	2010 UPP Taxes	TAX DISTRIBUTION	0004236	8.40
3/08	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004236	118 23
3/08	20152	2015 RE Taxes	TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT PAID WARRANTS	0004236	5,387.76 658.38
3/08	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT		658.38
3/08	91032	Warrants Redeemed	PAID WARRANTS	1000013476	7,574.55~
3/09	20061	2006 UPP Taxes	TAX DISTRIBUTION	0004237	1.15
3/09	20142	2014 RE Taxes	TAX DISTRIBUTION	0004237	2.22
3/09	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004237	435.36
3/09	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004237	4,248.10
3/09	37122	Description  2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 20015 UPP Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes 20016 UPP Taxes 2003 UPP Taxes 2004 UPP Taxes 2004 UPP Taxes 2006 UPP Taxes 2006 UPP Taxes 2007 UPP Taxes 2010 UPP Taxes 2010 UPP Taxes 20115 UPP Taxes 20115 UPP Taxes 2012 UPP Taxes 2013 UPP Taxes 2014 UPP Taxes 2015 UPP Taxes		0040770	140.56

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* Acco	ount Numb	er: 6-65540-0000 Chin	o Valley Fire	Dist GF	******	Date Range:	3/01/2016	to 3/31/	2016 Page: 2
T R A	N S A C	TIONS Description  FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions 2012 UPP Taxes 2015 RE Taxes Fire District Deposit FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FIRE District Deposit FDAT Distributions Warrants Redeemed 2015 RE Taxes FIRE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE TAXES FOAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARR			Notes				Debits/Credits
3/09	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013477	809.57
3/09	91032	Warrants Redeemed			PAID W	ARRANTS		1000013479	5,898.45-
3/10	20141	2014 UPP Taxes			TAX DI	STRIBUTION		0004238	65.76
3/10	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004238	157.43
3/10	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004238	4,793.28
3/10	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013480	512.77
3/10	91032	Warrants Redeemed			PAID W	ARRANTS		1000013482	1,062.59-
3/11	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004239	57.87
3/11	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004239	4,843.26
3/11	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013483	538.53
3/11	91032	Warrants Redeemed			PAID W	ARRANTS		1000013485	123.33-
3/14	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004240	800.35
3/14	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004240	6,585.74
3/14	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013486	452.29
3/15	20121	2012 UPP Taxes			TAX DI	STRIBUTION		0004241	3.57
3/15	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004241	3,624.85
3/15	37122	Fire District Deposit						0040806	78,000.89
3/15	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013489	509.05
3/15	91032	Warrants Redeemed			PAID W	ARRANTS		1000013491	97,900.89-
3/16	20141	2014 UPP Taxes			TAX DI	STRIBUTION		0004242	152.79-
3/16	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004242	54.83
3/16	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004242	4,906.88
3/16	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013492	575.53
3/17	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004243	185.53
3/17	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004243	7,368.35
3/17	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013495	309.48
3/17	91032	Warrants Redeemed			PAID W	ARRANTS		1000013497	4,045.17-
3/18	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004244	153.57
3/18	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004244	6,959.69
3/18	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	CICT ASSI	1000013498	375.32
3/18	91032	Warrants Redeemed			PAID W	ARRANTS		1000013500	52,576.71-
3/21	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004245	137.96
3/21	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004245	4,853.26
3/21	37122	Fire District Deposit						0040846	4,773.32
3/21	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013501	477.37
3/21	91032	Warrants Redeemed			PAID W	ARRANTS		1000013503	123.33
3/22	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004246	5,121.10
3/22	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013504	398.73
3/22	91032	Warrants Redeemed			PAID W	ARRANTS		1000013506	8,476.00
3/23	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004247	230.44
		Debit Page Totals:	327,144.01-	Credit Page	rotals:	187,032.31	Page	End Totals:	1,699,808.56

Yavapai County Treasurer TR046DSR 4/04/16 9:35:48 Monthly Statement C00623

* Acco	ount Numb	er: 6-65540-0000 Chino Valley Fir	Te Dist GF Date Range: 3/01/2016 to 3/31/2	2016 Page: ********
T R A Date		T I O N S Description	Notes	Debits/Credits
Date  3/23 3/23 3/24 3/24 3/24 3/24 3/25 3/25 3/25 3/25 3/25 3/25 3/25 3/28 3/28 3/28 3/29 3/29 3/30 3/30 3/30 3/30 3/30	20152 37150 91032 20141 20151 20152 37150 91032 20111 20121 20131 20141 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91038 38108 38108	T I O N S Description  2015 RE Taxes FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2011 UPP Taxes 2012 UPP Taxes 2012 UPP Taxes 2013 UPP Taxes 2014 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Interest on Investments ICM	TAX DISTRIBUTION 0004247 DISTRIBUTE FIRE DISTRICT ASSI 1000013507 PAID WARRANTS 1000013509 TAX DISTRIBUTION 0004248 TAX DISTRIBUTION 0004248 DISTRIBUTE FIRE DISTRICT ASSI 1000013510 PAID WARRANTS 1000013510 PAID WARRANTS 1000013512 TAX DISTRIBUTION 0004249 TAX DISTRIBUTION 0004250 DISTRIBUTE FIRE DISTRICT ASSI 1000013513 PAID WARRANTS 1000013515 TAX DISTRIBUTION 0004250 DISTRIBUTE FIRE DISTRICT ASSI 1000013516 PAID WARRANTS 1000013516 PAID WARRANTS 1000013516 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013518 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013519 PAID WARRANTS 1000013521 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013521 TAX DISTRIBUTE TINTEREST 1000013522 TAX DISTRIBUTE TINTEREST 1000013525 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013529 TAX DISTRIBUTE TINTEREST 1000013524 TAX DISTRIBUTE TINTEREST 1000013524	Debits/Credits  3,128.87 422.51 45,310.55- 18.90 19.42 4,294.63 340.50 103.01- 88.99 90.69 90.69 93.20 1,432.65 458.56 676.39- 90.83 7,384.42 308.86 216.00- 77.18 2,826.32 470.11 86,146.83- 14.72 6,062.43 326.06 89.32 69.39 89.36 57.88
3/30 3/30 3/30 3/30	38108 38108 38108 38108	Interest on Investments ICM	INVESTMENT   INTEREST   1000013526   INVESTMENT   INTEREST   1000013527   INVESTMENT   INTEREST   1000013527   INVESTMENT   INTEREST   1000013528   INVESTMENT   INTEREST   INTEREST	57.88 111.95 45.27 108.85
3/30 3/30 3/30 3/30 3/30 3/30	38108 38108 38108 38108 38108 38109	Interest on Investments ICM Interest on Investments St Treas	INVESTMENT INTEREST 1000013528 INVESTMENT INTEREST 1000013529 INVESTMENT INTEREST 1000013529 INVESTMENT INTEREST 1000013530 INVESTMENT INTEREST 1000013530 INVESTMENT INTEREST 1000013524	47.01 107.10 48.67 98.84 50.19 21.68

Debit Page Totals: 459,596.79- Credit Page Totals: 216,108.85 Page End Totals: 1,596,432.32

4/04/ 9:35:				Yavapai Cou Monthly	nty Treasurer Statement	;		TR046DSR C00623
* Acco	unt Numbe	er: 6-65540-0000 Chino	Valley Fire	Dist GF	Da *******	te Range: 3/0	01/2016 to 3/31/	2016 Page: 4
T R A Date		T I O N S Description			Notes			Debits/Credits
3/30 3/30 3/30 3/31 3/31 3/31 3/31 3/31	38109 38109 38109 20151 20152 37122 37150 91032	Interest on Investments Interest on Investments Interest on Investments 2015 UPP Taxes 2015 RE Taxes Fire District Deposit FDAT Distributions Warrants Redeemed	s St Treas		INVESTMENT INVESTMENT INVESTMENT TAX DISTRI TAX DISTRI DISTRIBUTE PAID WARRA	INTEREST INTEREST BUTION BUTION FIRE DISTRIC	1000013524 1000013531 1000013531 0004253 0004253 0040921 T ASSI 1000013533 1000013535	11.01 137.05 69.59 123.31 3,762.23 2,099.30 393.80 2,683.96-
	Enc	ding Debit Totals:	462,280.75-	Ending Credit	Totals:	222,705.14	Ending Balance:	1,600,344.65

* Account Nu	mber: 6-65540-0000	Chino Valley Fire Dist GF	Date Range	3/01/2016	to 3/31/2016	Page: 5
Account	Fund Stat Payee	Wax	crant Amou	unt Issue Da	te Date	Voucher
6-65540-0000	655 PAID /	0002	23950 22	.00 2/02/20	16 3/08/2016	
6-65540-0000	655 PAID /	0002	24021 123	.33 2/29/20		
6-65540-0000	655 PAID /	0003	24021 1,515 24022 1,515 24023 1,869 24024 645	.25 2/29/20		
6-65540-0000	655 PAID /		24023 1,869	.41 2/29/20	16 3/03/2016	
6-65540-0000	655 PAID /		24024 645	.82 2/29/20	16 3/03/2016	
6-65540-0000	655 PAID /		24025 1,062 24026 26,347	.59 2/29/20	16 3/10/2016	
6-65540-0000	655 PAID /		24026 26,347	.47 2/29/20		
6-65540-0000	655 PAID /		24027 482	.40 2/29/20	16 3/03/2016	
6-65540-0000	655 PAID /		24028 2,371 24029 59,622	.98 2/29/20	16 3/01/2016	
6-65540-0000	655 PAID /		24029 59,622	.54 2/29/20	16 3/01/2016	
6-65540-0000	655 PAID /		24030 10,182	.19 2/29/20	16 3/01/2016	
6-65540-0000	655 PAID /		24031 290	.46 2/29/20	16 3/08/2016	
6-65540-0000	655 PAID /		24032 13,517	.81 2/29/20	16 3/04/2016	
6-65540-0000	655 PAID /		24033 431	.34 2/29/20 .00 2/29/20	16 3/03/2016 16 3/01/2016	
6-65540-0000	655 PAID /		24034 104			
6-65540-0000	655 PAID /		24035 122 24036 3,963 24038 65 24039 4,279 24040 1,362 24041 1,094	.00 2/29/20	16 3/01/2016	
6-65540-0000	655 PAID /		24036 3,963	.73 2/29/20 .00 2/29/20	16 3/09/2016 16 3/01/2016	
6-65540-0000	655 PAID /		24038 65			
6-65540-0000	655 PAID /		24039 4,279 24040 1,362	.52 2/29/20	16 3/08/2016	
6-65540-0000	655 PAID /		24040 1,362			
6-65540-0000	655 PAID /		24041 1,034	.18 2/29/20	16 3/04/2016	
6-65540-0000	655 PAID /			.00 2/29/20	16 3/04/2016	
6-65540-0000	655 PAID / 655 PAID /		24044 2,451		16 3/03/2016	
6-65540-0000 6-65540-0000	655 PAID /		24045 93	.22 2/29/20	16 3/09/2016	
6-65540-0000	655 PAID /		24046 1,841			
6-65540-0000	655 PAID /		24047 885	.93 2/29/20		
6-65540-0000	655 PAID /		24048 2,555			
6-65540-0000	655 PAID /		24049 845	.57 2/29/20	16 3/04/2016	
6-65540-0000	655 PAID /		24050 54	.03 2/29/20	16 3/01/2016	
6-65540-0000	655 PAID /	000	24051 23,363	.34 2/29/20	16 3/04/2016	
6-65540-0000	655 PAID /	000	24052 724	.84 2/29/20		
6-65540-0000	655 PAID /	000	24053 180			
6-65540-0000	655 PAID /		24054 181	.64 2/29/20	3/03/2016	
6-65540-0000	655 PAID /		24055 104	.40 2/29/20	3/08/2016	
6-65540-0000	655 PAID /	000	24056 795		16 3/04/2016	
6-65540-0000	655 PAID /	000	24057 451 24058 123	.70 2/29/20	3/04/2016	
6-65540-0000	655 PAID /					
6-65540-0000	655 PAID /		24059 645			
6-65540-0000	655 PAID /	000	24060 869	.79 3/14/20	116 3/17/2016	

* Account Nu	mber: 6-65540-0000	Chino Valley Fire Dist GF	Date Range:	3/01/2016 to	3/31/2016	Page: {
Account	Fund Stat Payee	Warran	. Amount	Issue Date	Date	Voucher
6-65540-0000	655 PAID /	0002406			3/17/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002406	84.73	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002406	84.73 1 3,029.78 5 74,496.52	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	00024069	5 74,496.52	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002406	5 18,283.04	1 3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002406			3/17/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002407	101.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407	2 117.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/23/2016	
6-65540-0000	655 PAID /	0002407	103.01	3/14/2016	3/24/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/25/2016	
6-65540-0000	655 PAID /	0002407	63.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407	7 1,399.68	3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002407	216.00	3/14/2016	3/28/2016	
6-65540-0000	655 PAID /	0002407	9 .02	3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002408	J 40.33	3/14/2016	3/25/2016	
6-65540-0000	655 PAID /	0002408	1,205.20	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408			3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002408			3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408	7 280.00		3/17/2016	
6-65540-0000	655 PAID /	0002408	9 145.50 9 529.10	3/14/2016	3/22/2016 3/18/2016	
6-65540-0000	655 PAID /	0002408	701.76	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002409		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002409 0002409		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002409	3 734.95	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002409	3 734.95 4 1,059.76		3/15/2016	
6-65540-0000	655 PAID /	0002405	1,059.70			
6-65540-0000	655 PAID /	0002409 0002409			3/31/2016 3/31/2016	
6-65540-0000	655 PAID /	0002409		3/28/2016	3/29/2016	
6-65540-0000	655 PAID /	0002410	1 66,290.00	3/28/2016	3/29/2016	
6-65540-0000	655 PAID / 655 PAID /	0002410			3/29/2016	
6-65540-0000		0002410			3/23/2016	
6-65540-0000	655 PAID /	0002410	431.34	3/20/2016	3/31/2016	

4/04/16 9:35:48	Yavapai County Treasure Monthly Statement	er	TR046DSR C00623
* Account Number: 6-65540-0000 Chino Valley Fire Di	ist GF [	Date Range: 3/01/2016	to 3/31/2016 Page: &
Begin Balance: 1,839,920.26 Income : 222,705.14 LOC Advance . :	(Y-T-D) 2,048,295.97 2,859,005.03 .00 3,306,956.3500 1,600,344.65	LOC: .00 Out: .00 End: 1,600,344.65	Levy: 3,481,221.47 Coll: 2,263,963.58 Adj: 4,121.08- Out: 1,213,136.81
Transaction Summary By Source Source Description	Beginning Balance:	1,839,920.26 Monthly	2,048,295.97 Yearly
20021 2002 UPP Taxes 20031 2003 UPP Taxes 20041 2004 UPP Taxes 20051 2005 UPP Taxes 20061 2006 UPP Taxes 20071 2007 UPP Taxes 20081 2008 UPP Taxes 20091 2009 UPP Taxes 20101 2010 UPP Taxes 20102 2010 RE Taxes 20112 2011 RE Taxes 20112 2011 RE Taxes 20112 2012 UPP Taxes 20122 2012 RE Taxes 20131 2013 UPP Taxes 20132 2013 RE Taxes 20131 2013 UPP Taxes 20132 2013 RE Taxes 20141 2014 UPP Taxes 20142 2014 RE Taxes 20151 2015 UPP Taxes 20152 2015 RE Taxes 20151 2015 UPP Taxes 20152 2015 RE Taxes 37122 Fire District Deposit 37130 ADOT & Fish and Game in-lieu 37150 FDAT Distributions 38108 Interest on Investments ICM 38109 Interest on Investments St Treas 38113 Interest on Investments St Treas 38113 Interest on Investments Fargo 38120 Interest on Transwestern Loan 91032 Warrants Redeemed		3.78 4.78 5.81 6.34 8.54 7.98 6.77 7.68 8.40 .00 88.99 .00 94.06 .00 90.69 .00 22.56 2.22 3,477.43 120,674.38 85,014.07 .00 12,017.50 923.83 239.33 .00 .00 462,280.75-	3.78 4.78 5.81 11.69 11.71 61.01 91.94 535.03 1,650.75 .00 1,933.58 138.31 826.50 230.84 565.43 8,556.31 7,838.13 106,677.82 62,660.85 2,201,302.73 234,238.94 189.97 222,337.68 7,083.14 740.11 1,094.50 213.69 3,306,956.35
Rocal Estate Tours 8	Ending Balances	: 1,600,344.65	1,600,344.65
Real Estate Toxes \$ 120 676  UPP TOXES \$ 3833  FDAT \$ 12,017.5  Interest \$ 1,163  Subtatal \$ 137,691.	18.	Subtot Fire Dist. D Total	eposit 85,014.07 * 222,705,14

Yavapai County Treasurer Monthly Statement 4/04/16 9:35:48 TR046DSR C00623

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*	Account Number:	6-65540-0000	Chino Valley Fire Dist GF	Date Range:	3/01/2016	to	3/31/2016	Page:
	and a second and a					++++	********	

TRA	NSAC	TIONS		Begin Balance:	1,839,920.26
Date			Notes	3	Debits/Credits
2000					
3/01	20151	2015 UPP Taxes	TAX DISTRIBUTION TAX DISTRIBUTION	0004231	143.50
3/01	20152	2015 RE Taxes	TAX DISTRIBUTION	0004231	2,870.92
3/01	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ACCT 10000134F0	C10 C1
3/01	91032	Warrants Redeemed	PAID WARRANTS	1000013459	73.246.58-
3/02	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION	0004232	6,260.48
3/02	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASSI 1000013462	576.60
3/03	20151	2015 UPP Taxes	DISTRIBUTE FIRE DISTRICT TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004233	138.12
3/03	20152	2015 RE Taxes	TAX DISTRIBUTION	0004232	695.01
3/03	20152	2015 RE Taxes	TAX DISTRIBUTION	0004233	15.315.39
3/03	37150	FDAT Distributions	TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT PAID WARRANTS	ASST 1000013465	861.64
3/03	91032	Warrants Redeemed	PAID WARRANTS	1000013467	6,061.70-
3/04	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004234	62.51
3/04	20152	2015 RE Taxes	TAX DISTRIBUTION	0004233	337.18
3/04	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004234 0004233 0004234	3,488.83
3/04	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASST 1000013468	984.96
3/04	91032	Warrants Redeemed	PAID WARRANTS	ASSI 1000013468 1000013470 0004234	43,527.24-
3/07	20151	2015 UPP Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004234	
3/07	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004235	288.03
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004234	134.04
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004235 0004234 0004235	3,988.71
3/07	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT	ASSI 1000013471	616.24
3/07	91032	Warrants Redeemed	PAID WARRANTS	1000013473	26,527.47-
3/08	20021	2002 UPP Taxes	TAX DISTRIBUTION	0004236	
3/08	20031	2003 UPP Taxes	TAX DISTRIBUTION	0004236	4.78
3/08	20041	2004 UPP Taxes	TAX DISTRIBUTION	0004236	5.81
3/08	20051	2005 UPP Taxes	TAX DISTRIBUTION	0004236	6.34
3/08	20061	2006 UPP Taxes	TAX DISTRIBUTION	0004236	7.39
3/08	20071	2007 UPP Taxes	TAX DISTRIBUTION	0004236	7.98
3/08	20081	2008 UPP Taxes	TAX DISTRIBUTION	0004236 0004236 0004236 0004236 0004236 0004236	6.77
3/08	20091	2009 UPP Taxes	DISTRIBUTE FIRE DISTRICT PAID WARRANTS TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT	0004236	7.68
3/08	20101	2010 UPP Taxes	TAX DISTRIBUTION	0004236	8.40
3/08	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004236	118 23
3/08	20152	2015 RE Taxes	TAX DISTRIBUTION DISTRIBUTE FIRE DISTRICT PAID WARRANTS	0004236	5,387.76 658.38
3/08	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT		658.38
3/08	91032	Warrants Redeemed	PAID WARRANTS	1000013476	7,574.55~
3/09	20061	2006 UPP Taxes	TAX DISTRIBUTION	0004237	1.15
3/09	20142	2014 RE Taxes	TAX DISTRIBUTION	0004237	2.22
3/09	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004237	435.36
3/09	20152	2015 RE Taxes	PAID WARRANTS TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION TAX DISTRIBUTION	0004237	4,248.10
3/09	37122	Description  2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 20015 UPP Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes 20016 UPP Taxes 2003 UPP Taxes 2004 UPP Taxes 2004 UPP Taxes 2006 UPP Taxes 2006 UPP Taxes 2007 UPP Taxes 2010 UPP Taxes 2010 UPP Taxes 20115 UPP Taxes 20115 UPP Taxes 2012 UPP Taxes 2013 UPP Taxes 2014 UPP Taxes 2015 UPP Taxes		0040770	140.56

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* Acco	ount Numb	er: 6-65540-0000 Chin	o Valley Fire	Dist GF	******	Date Range:	3/01/2016	to 3/31/	2016 Page: 2
T R A	N S A C	TIONS Description  FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions 2012 UPP Taxes 2015 RE Taxes Fire District Deposit FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FIRE District Deposit FDAT Distributions Warrants Redeemed 2015 RE Taxes FIRE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE DISTRIBUTIONS WARRANT REDEEMED 2015 RE Taxes FIRE TAXES FOAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARRANT REDEEMED 2015 RE TAXES POAT DISTRIBUTIONS WARR			Notes				Debits/Credits
3/09	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013477	809.57
3/09	91032	Warrants Redeemed			PAID W	ARRANTS		1000013479	5,898.45-
3/10	20141	2014 UPP Taxes			TAX DI	STRIBUTION		0004238	65.76
3/10	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004238	157.43
3/10	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004238	4,793.28
3/10	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013480	512.77
3/10	91032	Warrants Redeemed			PAID W	ARRANTS		1000013482	1,062.59-
3/11	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004239	57.87
3/11	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004239	4,843.26
3/11	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013483	538.53
3/11	91032	Warrants Redeemed			PAID W	ARRANTS		1000013485	123.33-
3/14	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004240	800.35
3/14	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004240	6,585.74
3/14	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013486	452.29
3/15	20121	2012 UPP Taxes			TAX DI	STRIBUTION		0004241	3.57
3/15	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004241	3,624.85
3/15	37122	Fire District Deposit						0040806	78,000.89
3/15	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013489	509.05
3/15	91032	Warrants Redeemed			PAID W	ARRANTS		1000013491	97,900.89-
3/16	20141	2014 UPP Taxes			TAX DI	STRIBUTION		0004242	152.79-
3/16	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004242	54.83
3/16	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004242	4,906.88
3/16	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013492	575.53
3/17	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004243	185.53
3/17	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004243	7,368.35
3/17	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013495	309.48
3/17	91032	Warrants Redeemed			PAID W	ARRANTS		1000013497	4,045.17-
3/18	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004244	153.57
3/18	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004244	6,959.69
3/18	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	CICT ASSI	1000013498	375.32
3/18	91032	Warrants Redeemed			PAID W	ARRANTS		1000013500	52,576.71-
3/21	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004245	137.96
3/21	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004245	4,853.26
3/21	37122	Fire District Deposit						0040846	4,773.32
3/21	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013501	477.37
3/21	91032	Warrants Redeemed			PAID W	ARRANTS		1000013503	123.33
3/22	20152	2015 RE Taxes			TAX DI	STRIBUTION		0004246	5,121.10
3/22	37150	FDAT Distributions			DISTRI	BUTE FIRE DISTR	ICT ASSI	1000013504	398.73
3/22	91032	Warrants Redeemed			PAID W	ARRANTS		1000013506	8,476.00
3/23	20151	2015 UPP Taxes			TAX DI	STRIBUTION		0004247	230.44
		Debit Page Totals:	327,144.01-	Credit Page	rotals:	187,032.31	Page	End Totals:	1,699,808.56

Yavapai County Treasurer TR046DSR 4/04/16 9:35:48 Monthly Statement C00623

* Acco	ount Numb	er: 6-65540-0000 Chino Valley Fir	Te Dist GF Date Range: 3/01/2016 to 3/31/2	2016 Page: ********
T R A Date		T I O N S Description	Notes	Debits/Credits
Date  3/23 3/23 3/24 3/24 3/24 3/24 3/25 3/25 3/25 3/25 3/25 3/25 3/25 3/28 3/28 3/28 3/29 3/29 3/30 3/30 3/30 3/30 3/30	20152 37150 91032 20141 20151 20152 37150 91032 20111 20121 20131 20141 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91032 20151 20152 37150 91038 38108 38108	T I O N S Description  2015 RE Taxes FDAT Distributions Warrants Redeemed 2014 UPP Taxes 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2011 UPP Taxes 2012 UPP Taxes 2012 UPP Taxes 2013 UPP Taxes 2014 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Warrants Redeemed 2015 UPP Taxes 2015 RE Taxes FDAT Distributions Interest on Investments ICM	TAX DISTRIBUTION 0004247 DISTRIBUTE FIRE DISTRICT ASSI 1000013507 PAID WARRANTS 1000013509 TAX DISTRIBUTION 0004248 TAX DISTRIBUTION 0004248 DISTRIBUTE FIRE DISTRICT ASSI 1000013510 PAID WARRANTS 1000013510 PAID WARRANTS 1000013512 TAX DISTRIBUTION 0004249 TAX DISTRIBUTION 0004250 DISTRIBUTE FIRE DISTRICT ASSI 1000013513 PAID WARRANTS 1000013515 TAX DISTRIBUTION 0004250 DISTRIBUTE FIRE DISTRICT ASSI 1000013516 PAID WARRANTS 1000013516 PAID WARRANTS 1000013516 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013518 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTION 0004251 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013519 PAID WARRANTS 1000013521 TAX DISTRIBUTE FIRE DISTRICT ASSI 1000013521 TAX DISTRIBUTE TINTEREST 1000013522 TAX DISTRIBUTE TINTEREST 1000013525 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013526 TAX DISTRIBUTE TINTEREST 1000013529 TAX DISTRIBUTE TINTEREST 1000013524 TAX DISTRIBUTE TINTEREST 1000013524	Debits/Credits  3,128.87 422.51 45,310.55- 18.90 19.42 4,294.63 340.50 103.01- 88.99 90.69 90.69 93.20 1,432.65 458.56 676.39- 90.83 7,384.42 308.86 216.00- 77.18 2,826.32 470.11 86,146.83- 14.72 6,062.43 326.06 89.32 69.39 89.36 57.88
3/30 3/30 3/30 3/30	38108 38108 38108 38108	Interest on Investments ICM	INVESTMENT   INTEREST   1000013526   INVESTMENT   INTEREST   1000013527   INVESTMENT   INTEREST   1000013527   INVESTMENT   INTEREST   1000013528   INVESTMENT   INTEREST   INTEREST	57.88 111.95 45.27 108.85
3/30 3/30 3/30 3/30 3/30 3/30	38108 38108 38108 38108 38108 38109	Interest on Investments ICM Interest on Investments St Treas	INVESTMENT INTEREST 1000013528 INVESTMENT INTEREST 1000013529 INVESTMENT INTEREST 1000013529 INVESTMENT INTEREST 1000013530 INVESTMENT INTEREST 1000013530 INVESTMENT INTEREST 1000013524	47.01 107.10 48.67 98.84 50.19 21.68

Debit Page Totals: 459,596.79- Credit Page Totals: 216,108.85 Page End Totals: 1,596,432.32

4/04/ 9:35:				Yavapai Cou Monthly	nty Treasurer Statement	;		TR046DSR C00623
* Acco	unt Numbe	er: 6-65540-0000 Chino	Valley Fire	Dist GF	Da *******	te Range: 3/0	01/2016 to 3/31/	2016 Page: 4
T R A Date		T I O N S Description			Notes			Debits/Credits
3/30 3/30 3/30 3/31 3/31 3/31 3/31 3/31	38109 38109 38109 20151 20152 37122 37150 91032	Interest on Investments Interest on Investments Interest on Investments 2015 UPP Taxes 2015 RE Taxes Fire District Deposit FDAT Distributions Warrants Redeemed	s St Treas		INVESTMENT INVESTMENT INVESTMENT TAX DISTRI TAX DISTRI DISTRIBUTE PAID WARRA	INTEREST INTEREST BUTION BUTION FIRE DISTRIC	1000013524 1000013531 1000013531 0004253 0004253 0040921 T ASSI 1000013533 1000013535	11.01 137.05 69.59 123.31 3,762.23 2,099.30 393.80 2,683.96-
	Enc	ding Debit Totals:	462,280.75-	Ending Credit	Totals:	222,705.14	Ending Balance:	1,600,344.65

* Account Number: 6-65540-0000 Chino Valley Fire Dist GF		Date Range: 3	1/01/2016 to	3/31/2016	Page:
++++++++++++++++++++++++++++++++++++++	*****	*******	*****	*********	********
Account Fund Stat Davido	Warrant	Amount	Issue Date	Date	Voucher
Account Fund Stat Payee	Wallant	Amount	1550C Date	2000	10401101
6 65540 0000 655 DITD /	00023950	22.00	2/02/2016	3/08/2016	
6-65540-0000 655 PAID /			2/29/2016	3/11/2016	
6-65540-0000 655 PAID /	00024021	123.33 1,515.25	2/29/2016	3/08/2016	
6-65540-0000 655 PAID /		1,515.25			
6-65540-0000 655 PAID /	00024023		2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024024	645.82	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024025	1,062.59 26,347.47 482.40	2/29/2016	3/10/2016	
6-65540-0000 655 PAID /	00024026	26,347.47	2/29/2016	3/07/2016	
6-65540-0000 655 PAID /	00024027	482.40	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024028	2,371.98	2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024029	2,371.98 59,622.54 10,182.19	2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024030	10.182.19	2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024031	290.46	2/29/2016	3/08/2016	
6-65540-0000 655 PAID /	00024032		2/29/2016	3/04/2016	
	00024033	431.34	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024033	104 00	2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024034		2/29/2016	3/01/2016	
6-65540-0000 655 PAID /		122.00	2/29/2016	3/09/2016	
6-65540-0000 655 PAID /	00024036	3,963.73	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024038	4,279.92 1,362.52 1,094.23	2/29/2016		
6-65540-0000 655 PAID /	00024039	4,279.92	2/29/2016	3/08/2016	
6-65540-0000 655 PAID /	00024040	1,362.52	2/29/2016	3/08/2016	
6-65540-0000 655 PAID /	00024041	1,094.23	2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024042	12.18 6.00 2,451.09	2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024043	6.00	2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024044	2,451.09	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024045	93.22	2/29/2010	3/09/2016	
6-65540-0000 655 PAID /	00024046	1,841.50	2/29/2016	3/09/2016	
6-65540-0000 655 PAID /	00024047		2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024048	2,555.00	2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024049		2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024050		2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024051			3/04/2016	
	00024052	724.84	2/29/2016	3/01/2016	
6-65540-0000 655 PAID /	00024052		2/29/2016	3/07/2016	
6-65540-0000 655 PAID /	00024053			3/03/2016	
6-65540-0000 655 PAID /		101.04	2/29/2016	3/03/2016	
6-65540-0000 655 PAID /	00024055		2/29/2016		
6-65540-0000 655 PAID /	00024056		2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024057		2/29/2016	3/04/2016	
6-65540-0000 655 PAID /	00024058			3/21/2016	
6-65540-0000 655 PAID /	00024059			3/17/2016	
6-65540-0000 655 PAID /	00024060	869.79	3/14/2016	3/17/2016	
J.					

* Account Nu	mber: 6-65540-0000	Chino Valley Fire Dist GF	Date Range:	3/01/2016 to	3/31/2016	Page: {
Account	Fund Stat Payee	Warran	. Amount	Issue Date	Date	Voucher
6-65540-0000	655 PAID /	0002406			3/17/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002406	84.73	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002406	84.73 1 3,029.78 5 74,496.52	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	00024069	5 74,496.52	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002406	5 18,283.04	1 3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002406			3/17/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002406		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/17/2016	
6-65540-0000	655 PAID /	0002407	101.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407	2 117.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/23/2016	
6-65540-0000	655 PAID /	0002407	103.01	3/14/2016	3/24/2016	
6-65540-0000	655 PAID /	0002407		3/14/2016	3/25/2016	
6-65540-0000	655 PAID /	0002407	63.00	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002407	7 1,399.68	3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002407	216.00	3/14/2016	3/28/2016	
6-65540-0000	655 PAID /	0002407	9 .02	3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002408	J 40.33	3/14/2016	3/25/2016	
6-65540-0000	655 PAID /	0002408	1,205.20	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408			3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002408			3/18/2016	
6-65540-0000	655 PAID /	0002408		3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002408	7 280.00		3/17/2016	
6-65540-0000	655 PAID /	0002408	9 145.50 9 529.10	3/14/2016	3/22/2016 3/18/2016	
6-65540-0000	655 PAID /	0002408	701.76	3/14/2016	3/15/2016	
6-65540-0000	655 PAID /	0002409		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002409 0002409		3/14/2016	3/22/2016	
6-65540-0000	655 PAID /	0002409	3 734.95	3/14/2016	3/18/2016	
6-65540-0000	655 PAID /	0002409	3 734.95 4 1,059.76		3/15/2016	
6-65540-0000	655 PAID /	0002405	1,059.70			
6-65540-0000	655 PAID /	0002409 0002409			3/31/2016 3/31/2016	
6-65540-0000	655 PAID /	0002409		3/28/2016	3/29/2016	
6-65540-0000	655 PAID /	0002410	1 66,290.00	3/28/2016	3/29/2016	
6-65540-0000	655 PAID / 655 PAID /	0002410			3/29/2016	
6-65540-0000		0002410			3/23/2016	
6-65540-0000	655 PAID /	0002410	431.34	3/20/2016	3/31/2016	

4/04/16 9:35:48		Yavapai C Month	ounty Treasi ly Statement	irer			TR046DSR C00623
* Account Number: 6-65540-000	O Chino Valley	Fire Dist GF	*****	Date Range: 3	/01/2016 to	3/31/2016	Page: 7
Account Fund Stat Payee			Warrant	Amount	Issue Date	Date	Voucher
6-65540-0000 655 PAID / Status Subtotal :	86 86	462,280.75 462,280.75	00024105 00024106 00024109 00024117 00024120 00024121	101.00 117.00 63.00 49.03 3,959.79 701.76	3/28/2016 3/28/2016 3/28/2016 3/28/2016 3/28/2016 3/28/2016	3/29/2016 3/29/2016 3/29/2016 3/29/2016 3/29/2016 3/29/2016	
Total Paid Warrants: Total Outstanding.: Total Void Warrants: Total Registered .:	86 12	462,280.75 72,376.81 .00 .00					

4/04/16 9:35:48	Yavapai County Treasurer Monthly Statement								
* Account Number: 6-65840-0	000 Chino Fire District C	Capital Reserve	Date Rai	nge: 3/01/2016	to 3/31/2016	Page:			
Begin Balance: Income : LOC Advance .: Expense: LOC Payments : Cash Balance :	(Period) 989,197.85 .00 .00 .00 .00 .00 989,197.85	(Y-T-D) 989,197.85 .00 .00 .00 .00 989,197.85	LOC : Out : End :	.00 .00 989,197.85	Levy: Coll: Adj: Out:	22,466.32 15,841.58 13.48- 6,611.26			
Transaction Summary By Source Source Description	e	Beginning Balance	:	989,197.85 Monthly	989,197.85 Yearly				
		Ending Balance	 s:	989,197.85	989,197.85				

4/04/16 Yavapai County Treasurer TR046DSR One of the Statement County Treasurer County Treasurer TR046DSR County Treasurer Treasur

TRANSACTIONS

Date Source Description

Begin Balance: 989,197.85

Notes

Begin Balance: 989,197.85

Debits/Credits

Ending Debit Totals: .00 Ending Credit Totals: .00 Ending Balance: 989,197.85

4/04/16 9:35:48	Yavapai County Treasi Monthly Statement				TR046DSR C00623
* Account Number: 6-65840-0000 Chino Fire	e District Capital Reserve	Date Range: 3,	/01/2016 to	3/31/2016	Page: 2
Account Fund Stat Payee	Warrant	Amount	Issue Date	Date	Voucher
Status Subtotal : Fund Subtotal :	.00				
Total Paid Warrants: Total Outstanding. : Total Void Warrants: Total Registered . :	.00 .00 .00 .00				

## GL Trial Balance Worksheet

For The Period of 3/1/2016 through 3/31/2016

#### Balances

Account	Description	Beginning	Debits	Credits	Ending	Adjustments
10.1100.0.0.000	Cash with Yavapai County	\$1,734,292.57	\$363,491.66	\$592,536.18	\$1,505,248.05	
	TOTALS:	\$1,734,292.57	\$363,491.66	\$592,536.18	\$1,505,248.05	

<sup>\*</sup> Inactive accounts are marked and appear in grey.

Income Statement

(Original Budget to Actual Comparison)
For the period of 3/1/2016 Through 3/31/2016

Fund: (40) Bond Service Fund

			Current Period				Year To Date	е	
	Account	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues									
Real Estate Tax	40420000002	\$15,254.48	\$0.00	\$15,254.48	0.0%	\$293,686.22	\$0.00	\$293,686.22	0.0%
Personal Tax Revenue	40420500000	477.52	0.00	477.52	0.0	9,613.25	0.00	9,613.25	0.0
Net Revenues		\$15,732.00	\$0.00	\$15,732.00	0.0 %	\$303,299.47	\$0.00	\$303,299.47	0.0 %
Fund Raising Expenses									
BDS - Bank Agent Fees	40640500000	\$0.00	\$0.00	\$0.00	0.0%	\$420.00	\$0.00	\$(420.00)	0.0%
Total Fund Raising Expenses		\$0.00	\$0.00	\$0.00	0.0 %	\$420.00	\$0.00	\$(420.00)	0.0 %
Total Expenses					_	\$420.00	_	\$(420.00)	
Income (Loss) from Operations		\$15,732.00	\$0.00	\$15,732.00	0.0%	\$302,879.47	\$0.00	\$302,879.47	0.0%
Other Income (Expense)									
Bond Debt Service Interest Revenue	40430000000	\$165.27	\$0.00	\$165.27	0.0%	\$1,291.16	\$0.00	\$1,291.16	0.0%
ADOT & Fish and Game In-Lieu	40435000002	0.00	0.00	0.00	0.0	0.42	0.00	0.42	0.0
Bond Debt Service Interest Expense	40610000000	0.00	0.00	0.00	0.0	(89,800.76)	0.00	(89,800.76)	0.0
Total Other Income (Expense)		\$165.27	\$0.00	\$165.27	0.0 %	\$(88,509.18)	\$0.00	\$(88,509.18)	0.0 %
Net Income (Loss)		\$15,897.27	\$0.00	\$15,897.27	0.0%	\$214,370.29	\$0.00	\$214,370.29	0.0%

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## **Chino Valley Fire District**

Balance Sheet As of 3/31/2016

Fund: (40) Bond Service Fund

#### Assets

<u>Current Assets</u>		
Bond Fund Warrants	\$91,791.10	
Bond Debt Service	375,775.20	
Cash Held with Fiscal Agent	350,223.82	
Taxes Receivable	21,045.30	
Total Current Assets	_	\$838,835.42
Property, Plant & Equipment		
IT/ COMMS Equipment - Capital	\$13,998.99	
Total Property, Plant & Equipment		13,998.99
Total Assets	_	\$852,834.41
Liabilities and Net Assets		
<u>Current Liabilities</u>		
Deferred Revenue - Prop Tax	\$10,986.54	
Total Current Liabilities		\$10,986.54
Total Liabilities	_	\$10,986.54
Net Assets		
Fund Balance	\$516,297.23	
Fund Balance Restr. Capital Reserve	113,236.99	
Current Year Net Assets	214,370.29	
Total Net Assets		843,904.51
Total Liabilities and Net Assets	_	\$854,891.05

March, 2016

Bank Reconciliation

CVFD Bond Debt Service Account: 6-65640-7000

Beginning Balance (CVFD): Deposits: Disbursements: Interest Income: Transfer to Bldg. Acct:	\$ \$ \$ \$	359,877.93 15,732.00 - 165,27	Balance per Bank:	\$ 375,775.20
Ending Balance:	\$	375,775.20	Ending Balance:	\$ 375,775.20
Difference between Balances: (Should be zero)	\$	•		
Deposits:				
Real Estate Taxes	\$	15,254.48		
Pers. Property Taxes	\$	477.52		
ADOT Game/Fish in lieu	\$	•		
	\$	15,732.00		

Reconciliation Approved by:

Scott Freitag

Fire Chief

Reconciliation Reviewed by: Dave Tharp

Assistant Chief of Administration

Reconciliation Prepared by: Debbie Spingola

Finance Manager

#### Bank Reconciliation Summary

For the Bank Statement ending: 3/31/2016

BANK CONTROL ID: BDS - YAVAPAI COUNTY TREASURER	DESC: BOND DEBT SERVICE	ACCOUNT NO: 6-65640-7000
Beginning Balance:	03/01/16	\$359,877.93
Deposits and Credits:		\$15,897.27
Checks and Charges:		\$0.00
Adjustments:		\$0.00
Ending Balance Per Reconciliation:		\$375,775.20
Ending Balance Per Bank Statement:	03/31/16	\$375,775.20
* Outstanding Deposits and Credits:	03/31/16	\$0.00
* Outstanding Checks and Charges:	03/31/16	\$0.00
Ending Book Balance:	03/31/16	\$375,775.20

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

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## **Chino Valley Fire District**

Page: 1

BR Checks and Charges Cleared

For the Bank Statement ending:

Date Document Description Module Company Amount

TOTAL CHECKS AND CHARGES CLEARED:

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# **Chino Valley Fire District**

## BR Deposits and Credits Outstanding

For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount

TOTAL DEPOSITS AND CREDITS OUTSTANDING:

## BR Deposits and Credits Cleared

For the Bank Statement ending: 3/31/16

BDS	OS Yavapai County Treasurer E		Bond Debt Service	3ond Debt Service			
Date	Document	Description		Module	Company	Amount	
03/31/16	Tax & Int Revenue	Tax & Interest Revenue		GL	CHINOV	\$15,897.27	
			TOTAL	DEPOSITS AN	ID CREDITS CLEARED:	\$15,897.27	

4/11/16 11:01:29 AM Page: 1

# **Chino Valley Fire District**

## BR Deposits and Credits Outstanding

For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount

TOTAL DEPOSITS AND CREDITS OUTSTANDING:

Mark Countrol, Dr. Cent - Centrag, 1989   1989	Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
2024588   O.S.14m6   Named   No	MODULE: CHECKS FROM	ACCOUNTS PAY	ABLE				
2024099	BANK CONTROL ID: GEN	- GENERAL FUND					
Decision	024058	03/14/16	Marked	No	AFLAC	04/08/16	\$123.33
DO2001   DO21416   Marked No Bat Wire Security Systems   O-00016   3148-07   D02002   D02002   D021416   Marked No Bat Wire Security Systems   O-00016   318-00   D02002   D02002   D021416   Marked No Cable One Business   O-00016   380-2076   D02002   D0	024059	03/14/16	Marked	No	Arizona State Retirement Sys	04/08/16	\$645.82
024962	024060	03/14/16	Marked	No	Bennett Oil	04/08/16	\$869.79
2024083	024061	03/14/16	Marked	No	Patty Brookins	04/08/16	\$149.77
	024062	03/14/16	Marked	No	B & W Fire Security Systems	04/08/16	\$168.00
Cacades	024063	03/14/16	Marked	No	Cable One Business	04/08/16	\$84.73
	024064	03/14/16	Marked	No	Chase - AZ State Withholding	04/08/16	\$3,029.78
1924007	024065	03/14/16	Marked	No	Chase Bank	04/08/16	\$74,496.52
D24098		03/14/16	Marked	No	Chase - US Treas Fed. Withhold	04/08/16	
224099				No			
2021/70				No	Chino Valley Medical Center		
024071					•		
024072					,		·
2024973							
1024074							
2024075					·		
DAJ076							
024077							
D24078							
024/079         03/14/16         Marked         No         MES         04/08/16         \$0.02           024/080         03/14/16         Marked         No         Message Media         04/08/16         \$46.99           024/082         03/14/16         Marked         No         Nationwide Retirement Solution         04/08/16         \$24.255.00           024/082         03/14/16         Marked         No         Nationwide Retirement Solution         04/08/16         \$24.255.00           024/083         03/14/16         Marked         No         Nationwide Retirement Solution         04/08/16         \$49.03           024/085         03/14/16         Marked         No         Chase Bank 834641138         04/08/16         \$49.03           024/086         03/14/16         Marked         No         Presoct Newspapers         04/08/16         \$22.4890.52           024/087         03/14/16         Marked         No         Stang Dustiness Systems         04/08/16         \$22.890.02           024/089         03/14/16         Marked         No         Stang Dustiness Systems         04/08/16         \$71.55           024/091         03/14/16         Marked         No         Chase Bank 63/46/1138         04/08/16         \$75.15 <td></td> <td></td> <td></td> <td></td> <td>· ·</td> <td></td> <td></td>					· ·		
D240B0					_		
C24081							
024082         03144/16         Marked         No         Nationwide Retirement Solution         04/08/16         \$24,255.00           024083         0314/16         Marked         No         Nationwide Retirement Solution         04/08/16         \$34,57           024084         0314/16         Marked         No         Chase Bank 634641138         04/08/16         \$39,49           024086         03/14/16         Marked         No         Prescott Newspapers         04/08/16         \$31,64           024087         03/14/16         Marked         No         SC Audit and Accounting         04/08/16         \$28,000.52           024088         03/14/16         Marked         No         SC Audit and Accounting         04/08/16         \$145.50           024098         03/14/16         Marked         No         Standard Insurance Company         04/08/16         \$529.10           024099         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$50.80           024091         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$50.80           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18					-		
024083         0374476         Marked         No         Nationwide Retirement Solution         0408/16         \$845,57           024084         031416         Marked         No         Chase Bank 634641138         0408/16         \$49,03           024085         0314476         Marked         No         Public Safety Personnel Retire         0408/16         \$24,890.52           024087         0314476         Marked         No         Schudit and Accounting         0408/16         \$22,800.00           024088         0314476         Marked         No         Sharp Business Systems         0408/16         \$145.50           024099         0314476         Marked         No         Chase Bank 634641138         0408/16         \$529.10           024091         0314476         Marked         No         Chase Bank 634641138         0408/16         \$570.176           024091         0314476         Marked         No         Universal Background Screening         0408/16         \$701.76           024091         0314476         Marked         No         Universal Background Screening         0408/16         \$570.176           024093         0314476         Marked         No         Use Sax, Inc.         0408/16         \$15.05.80							
024084         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024085         03/14/16         Marked         No         Prescott Newspapers         04/08/16         \$31.64           024086         03/14/16         Marked         No         Public Safety Personnel Retire         04/08/16         \$280.00           024088         03/14/16         Marked         No         SCA undit and Accounting         04/08/16         \$280.00           024088         03/14/16         Marked         No         Sharp Business Systems         04/08/16         \$145.50           024080         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$529.10           024090         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$701.76           024091         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$529.10           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$10.99							
024085         03/14/16         Marked         No         Prescult Newspapers         04/08/16         \$31.64           024086         03/14/16         Marked         No         Public Safety Personnel Retire         04/08/16         \$24,890.52           024087         03/14/16         Marked         No         SCAudit and Accounting         04/08/16         \$280.00           024088         03/14/16         Marked         No         Sharp Business Systems         04/08/16         \$145.50           024090         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$529.10           024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024093         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$618.18           024094         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$10.99,76           04094         03/28/16         Marked         No         ArEAC         \$10.80							
024086         03/14/16         Marked         No         Public Safety Personnel Retire         04/08/16         \$24,800.52           024087         03/14/16         Marked         No         SCAudit and Accounting         04/08/16         \$180.00           024088         03/14/16         Marked         No         Sharp Business Systems         04/08/16         \$145.50           024089         03/14/16         Marked         No         Standard Insurance Company         04/08/16         \$529.10           024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$60.80           024092         03/14/16         Marked         No         UNS Bank Voyager Fleet Sys         04/08/16         \$61.81           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         AFLAC         \$12,33.3           024096         03/28/16         Retrieved         No         Arizona State Retirement Sys         04/08/16         \$1,606.80 <t< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>							
024087         0.314/16         Marked         No         SC Audit and Accounting         0.4/08/16         \$220.00           024088         0.914/16         Marked         No         Sharp Business Systems         0.4/08/16         \$145.50           024099         0.914/16         Marked         No         Chase Bank 634641138         0.4/08/16         \$529.10           024090         0.914/16         Marked         No         Chase Bank 634641138         0.4/08/16         \$50.80           024092         0.914/16         Marked         No         UNS Gas, Inc         0.4/08/16         \$60.80           024093         0.914/16         Marked         No         US Bank Voyager Fleet Sys         0.4/08/16         \$13.569.76           024094         0.914/16         Marked         No         Chase Card Services         0.4/08/16         \$13.569.76           024095         0.9128/16         Retrieved         No         AFLAC         \$12.33         \$123.33           024096         0.9128/16         Retrieved         No         APS         0.4/08/16         \$1,506.80           024097         0.9128/16         Marked         No         APS         0.4/08/16         \$1,506.80           024098         0.9							
024088         03/14/16         Marked         No         Sharp Business Systems         04/08/16         \$145.50           024089         03/14/16         Marked         No         Standard Insurance Company         04/08/16         \$259.10           024090         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$50.50           024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.50           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$1.059.76           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1.059.76           024094         03/28/16         Retrieved         No         AFLAC         \$1.000.80         \$1.059.76           024094         03/28/16         Retrieved         No         AFLAC         \$3.008.69         \$204097         03/28/16         Marked         No         APS         04/08/16         \$1.060.80         \$204099         03/28/16         Marked         No							
024089         03/14/16         Marked         No         Standard Insurance Company         04/08/16         \$529.10           024090         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$701.76           024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$734.95           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$10.99.76           024095         03/28/16         Retrieved         No         AFLAC         \$123.33           024096         03/28/16         Retrieved         No         AFLAC         \$123.33           024097         03/28/16         Marked         No         AFS         04/08/16         \$845.82           024099         03/28/16         Marked         No         Aizona State Retirement Sys         04/08/16         \$845.82           024101         03/28/16         Marked         No					-		
024090         03/14/16         Marked         No         Chase Bank 634641138         04/08/16         \$701.76           024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$734.95           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         AFLAC         \$3,008.69         \$30,008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         APS         04/08/16         \$52,377.40           024100         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$52,680.46           024101         03/28/16         Marked         No         Chase - Bank         Withhold         04/08/16         \$12,184.79           0							
024091         03/14/16         Marked         No         Universal Background Screening         04/08/16         \$60.80           024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$518.18           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$734.95           024094         03/12/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         AFLAC         \$123.33         3008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         APS         04/08/16         \$645.82           024099         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$2,860.46           024101         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$66,290.00           024102         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024103         03/					• •		
024092         03/14/16         Marked         No         UNS Gas, Inc         04/08/16         \$618.18           024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$734.95           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         AFLAC         \$123.33           024096         03/28/16         Retrieved         No         Amsoil         \$3,008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$645.82           024099         03/28/16         Marked         No         Chase -AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$66,290.00           024102         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024103         03/28/16         Marked         No							
024093         03/14/16         Marked         No         US Bank Voyager Fleet Sys         04/08/16         \$734.95           024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         Arsoil         \$3,208.69           024096         03/28/16         Retrieved         No         Arsoil         \$3,008.69           024097         03/28/16         Marked         No         Arsoil         \$3,008.69           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$68.58.2           024099         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$68.58.2           024099         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$2,800.46           024100         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$66.290.00           024102         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024103         03/28/16         Retrieved					· ·		
024094         03/14/16         Marked         No         Chase Card Services         04/08/16         \$1,059.76           024095         03/28/16         Retrieved         No         AFLAC         \$123.33           024096         03/28/16         Retrieved         No         Amsoil         \$3,008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$29,377.40           024100         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$29,377.40           024100         03/28/16         Marked         No         Chase -AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024102         03/28/16         Marked         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         City of Prescott (Dispatch)         \$7,764.19           024105         03/28/16         Marked         No         Chase							
024095         03/28/16         Retrieved         No         AFLAC         \$123.33           024096         03/28/16         Retrieved         No         Amsoil         \$3,008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$645.82           024099         03/28/16         Marked         No         Chase -AZ State Withholding         04/08/16         \$29,377.40           024100         03/28/16         Marked         No         Chase -AZ State Withholding         04/08/16         \$66,290.00           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024102         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$12,184.79           024103         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024104         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$111.00           024106         03/28/16         Marked </td <td></td> <td></td> <td></td> <td></td> <td>, ,</td> <td></td> <td></td>					, ,		
024096         03/28/16         Retrieved         No         Amsoil         \$3,008.69           024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$645.82           024099         03/28/16         Retrieved         No         Blue Cross-Blue Shield         \$29,377.40           024100         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024102         03/28/16         Marked         No         Chase - LS Treas Fed. Withhold         04/08/16         \$12,184.79           024103         03/28/16         Marked         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$111.00           024106         03/28/16         Retri							
024097         03/28/16         Marked         No         APS         04/08/16         \$1,606.80           024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$645.82           024099         03/28/16         Marked         No         Blue Cross-Blue Shield         \$29,377.40           024100         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$26,800.46           024102         03/28/16         Marked         No         Chase Bank         04/08/16         \$12,184.79           024103         03/28/16         Marked         No         City of Prescot (Pispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024106         03/28/16         Marked         No         Central Yavapai Fire Dist         \$51,136.64           024107         03/28/16         Retrieved <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>							
024098         03/28/16         Marked         No         Arizona State Retirement Sys         04/08/16         \$645.82           024099         03/28/16         Retrieved         No         Blue Cross-Blue Shield         \$29,377.40           024100         03/28/16         Marked         No         Chase - AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$66,290.00           024102         03/28/16         Marked         No         Chase Bank         Withhold         04/08/16         \$12,184.79           024103         03/28/16         Retrieved         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$111.00           024106         03/28/16         Marked         No         Central Yavapai Fire Dist         \$11,36.64           024109         03/28/16         Retrieved         No         Chase Bank 634641138         04/08/16         \$63.00           024110			Marked	No		04/08/16	
024099         03/28/16         Retrieved         No         Blue Cross-Blue Shield         \$29,377.40           024100         03/28/16         Marked         No         Chase – AZ State Withholding         04/08/16         \$2,680.46           024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$66,290.00           024102         03/28/16         Marked         No         Chase - US Treas Fed. Withhold         04/08/16         \$12,184.79           024103         03/28/16         Marked         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Retrieved         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$1,399.68           024111         03/28/16 <t< td=""><td>024098</td><td></td><td></td><td>No</td><td>Arizona State Retirement Sys</td><td></td><td></td></t<>	024098			No	Arizona State Retirement Sys		
024101         03/28/16         Marked         No         Chase Bank         04/08/16         \$66,290.00           024102         03/28/16         Marked         No         Chase - US Treas Fed. Withhold         04/08/16         \$12,184.79           024103         03/28/16         Retrieved         No         City of Prescott (Dispatch)         57,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Retrieved         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$1,399.68           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved <td>024099</td> <td>03/28/16</td> <td>Retrieved</td> <td>No</td> <td></td> <td></td> <td>\$29,377.40</td>	024099	03/28/16	Retrieved	No			\$29,377.40
024102         03/28/16         Marked         No         Chase - US Treas Fed. Withhold         04/08/16         \$12,184.79           024103         03/28/16         Retrieved         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Marked         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024113         03/28/16         Retrieved	024100	03/28/16	Marked	No	Chase - AZ State Withholding	04/08/16	\$2,680.46
024103         03/28/16         Retrieved         No         City of Prescott (Dispatch)         \$7,764.19           024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Chase Bank 634641138         04/08/16         \$63.00           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024114         03/28/16         Retrieved	024101	03/28/16	Marked	No	Chase Bank	04/08/16	\$66,290.00
024104         03/28/16         Marked         No         Support Payment Clearinghouse         04/08/16         \$431.34           024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         04/08/16         \$63.00           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         <	024102	03/28/16	Marked	No	Chase - US Treas Fed. Withhold	04/08/16	\$12,184.79
024105         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$101.00           024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC <td>024103</td> <td>03/28/16</td> <td>Retrieved</td> <td>No</td> <td>City of Prescott (Dispatch)</td> <td></td> <td>\$7,764.19</td>	024103	03/28/16	Retrieved	No	City of Prescott (Dispatch)		\$7,764.19
024106         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$117.00           024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16 <td>024104</td> <td>03/28/16</td> <td>Marked</td> <td>No</td> <td>Support Payment Clearinghouse</td> <td>04/08/16</td> <td>\$431.34</td>	024104	03/28/16	Marked	No	Support Payment Clearinghouse	04/08/16	\$431.34
024107         03/28/16         Retrieved         No         Central Yavapai Fire Dist         \$11,136.64           024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$	024105	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$101.00
024109         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$63.00           024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire <td< td=""><td>024106</td><td>03/28/16</td><td>Marked</td><td>No</td><td>Chase Bank 634641138</td><td>04/08/16</td><td>\$117.00</td></td<>	024106	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$117.00
024110         03/28/16         Retrieved         No         Hampton Inn and Suites         \$92.54           024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024107	03/28/16	Retrieved	No	Central Yavapai Fire Dist		\$11,136.64
024111         03/28/16         Retrieved         No         Health Equity         \$1,399.68           024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024109	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$63.00
024112         03/28/16         Retrieved         No         Life Line Ambulance Service         \$552.00           024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024110	03/28/16	Retrieved	No	Hampton Inn and Suites		\$92.54
024113         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$933.29           024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024111	03/28/16	Retrieved	No	Health Equity		\$1,399.68
024114         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$2,255.00           024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024112	03/28/16	Retrieved	No	Life Line Ambulance Service		\$552.00
024115         03/28/16         Retrieved         No         Nationwide Retirement Solution         \$845.57           024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024113	03/28/16	Retrieved	No	Nationwide Retirement Solution		\$933.29
024116         03/28/16         Retrieved         No         Online Solutions, LLC         \$600.00           024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85	024114	03/28/16	Retrieved	No	Nationwide Retirement Solution		
024117         03/28/16         Marked         No         Chase Bank 634641138         04/08/16         \$49.03           024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85		03/28/16	Retrieved	No	Nationwide Retirement Solution		
024118         03/28/16         Retrieved         No         Prescott Area Human Resources         \$100.00           024119         03/28/16         Retrieved         No         Public Safety Personnel Retire         \$26,039.85				No			
024119 03/28/16 Retrieved No Public Safety Personnel Retire \$26,039.85				No		04/08/16	
$\cdot$							
024120 03/28/16 Marked No Signs Plus 04/08/16 \$3,959.79					•		
	024120	03/28/16	Marked	No	Signs Plus	04/08/16	\$3,959.79

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM A	CCOUNTS PAY	ABLE				_
BANK CONTROL ID: GEN - G	ENERAL FUND					(CONTINUED)
024121	03/28/16	Marked	No	Chase Bank 634641138	04/08/16	\$701.76
024122	03/28/16	Retrieved	No	United Disposal, Inc		\$180.00
024123	03/28/16	Retrieved	No	VFIS of Arizona		\$9,638.00
024124	03/28/16	Retrieved	No	Workers Assistance Program, In		\$107.30
024125	03/28/16	Retrieved	No	Yavapai Bottled Gas		\$273.11
024126	03/28/16	Retrieved	No	Chase Card Services		\$34.99
024127	03/28/16	Retrieved	No	American Express		\$6.70
					SUB TOTAL FOR BANK:	\$392,727.12
					TOTAL FOR MODULE:	\$392,727.12
MODULE: DEPOSITS FROM	ACCOUNTS RI	ECEIVABLE				
BANK CONTROL ID: GEN - G	ENERAL FUND					
0448	03/09/16	Marked	No	Deposit	04/08/16	\$140.56
0449	03/14/16	Marked	No	Deposit	04/08/16	\$77,884.34
0452	03/14/16	Marked	No	Deposit	04/08/16	\$116.55
0453	03/21/16	Marked	No	Deposit	04/08/16	\$4,773.32
0454	03/31/16	Marked	No	Deposit	04/08/16	\$1,788.50
0455	03/31/16	Marked	No	Deposit	04/08/16	\$45.60
0456	03/31/16	Marked	No	Deposit	04/08/16	\$265.20
					SUB TOTAL FOR BANK:	\$85,014.07
					TOTAL FOR MODULE:	\$85,014.07
MODULE: JOURNAL ENTRIE	ES FROM GENE	ERAL LEDGER				
BANK CONTROL ID: A-A1 - Y	AVAPAI COUNTY	TREASURER				
Tax & Int Revenue	03/31/16	Retrieved	No	Tax & Interest Revenue		\$137,691.07
					SUB TOTAL FOR BANK:	\$137,691.07
BANK CONTROL ID: BDS - Y/	AVADAL COUNTY	TDEACUDED				
Tax & Int Revenue	03/31/16	Marked	No	Tax & Interest Revenue	04/08/16	\$15,897.27
iax a increased	00/01/10	Warkoa	110	Tax a miorost Novonas	SUB TOTAL FOR BANK:	\$15,897.27
						\$13,031.21
BANK CONTROL ID: GEN - G					24/22/42	****
Tax & Int Revenue	03/31/16	Marked	No	Tax & Interest Revenue	04/08/16	\$137,691.07
					SUB TOTAL FOR BANK:	\$137,691.07
					TOTAL FOR MODULE:	\$291,279.41
MODULE: CHECKS FROM P	AYROLL					
BANK CONTROL ID: GEN - G	ENERAL FUND					
033509	03/01/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033510	03/01/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033511	03/01/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033512	03/01/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033513	03/01/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033514	03/01/16	Marked	No	Phillip C Cox	04/08/16	\$0.00 \$0.00
033515	03/01/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00 \$0.00
033516	03/01/16	Marked Marked	No No	Glenn T Davidson	04/08/16	\$0.00 \$0.00
033517 033518	03/01/16 03/01/16	Marked Marked	No No	Ren W Douglas Scott A Freitag	04/08/16 04/08/16	\$0.00 \$0.00
033518	03/01/16	Marked	No	Timothy B Gallman	04/08/16	\$0.00 \$0.00
033520	03/01/16	Marked	No	James E Ginn	04/08/16	\$0.00
033521	03/01/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033522	03/01/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033523	03/01/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
033524	03/01/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033525	03/01/16	Marked	No	Jory Ingrao	04/08/16	\$0.00
033526	03/01/16	Marked	No	Jack F Ingrao, Jr.	04/08/16	\$0.00
033527	03/01/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033528	03/01/16	Marked	No	David L Johnson	04/08/16	\$0.00
033529	03/01/16	Marked	No	Peter J Lynch	04/08/16	\$0.00
033530	03/01/16	Marked	No	Mathew T Mayhall	04/08/16	\$0.00

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FRO	M PAYROLL					
BANK CONTROL ID: GEN	N - GENERAL FUND					(CONTINUED)
033531	03/01/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033532	03/01/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033533	03/01/16	Marked	No	Michael J Nelson	04/08/16	\$0.00
033534	03/01/16	Marked	No	Samuel F Ramirez	04/08/16	\$0.00
033535	03/01/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033536	03/01/16	Marked	No	Jerry R Roberts	04/08/16	\$0.00
033537	03/01/16	Marked	No	Benjamin H Roche	04/08/16	\$0.00
033538	03/01/16 03/01/16	Marked	No	Cody S Rose	04/08/16 04/08/16	\$0.00
033539 033540	03/01/16	Marked Marked	No No	Alan J Schuster Jr. Rhonda U Skinner	04/08/16	\$0.00 \$0.00
033540	03/01/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033542	03/01/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033543	03/01/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033544	03/01/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033545	03/01/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
033546	03/15/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033547	03/15/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033548	03/15/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033549	03/15/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033550	03/15/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033551	03/15/16	Marked	No	Phillip C Cox	04/08/16	\$0.00
033552	03/15/16	Marked	No	Adam J Croft	04/08/16	\$0.00
033553	03/15/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00
033554	03/15/16	Marked	No	Glenn T Davidson	04/08/16	\$0.00
033555	03/15/16	Marked	No	Ren W Douglas	04/08/16	\$0.00
033556	03/15/16	Marked	No	Scott A Freitag	04/08/16	\$0.00
033557	03/15/16	Marked	No	Timothy B Gallman	04/08/16	\$0.00
033558	03/15/16	Marked	No	James E Ginn	04/08/16	\$0.00
033559	03/15/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033560	03/15/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033561	03/15/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
033562	03/15/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033563	03/15/16	Marked	No	Jory Ingrao	04/08/16	\$0.00
033564	03/15/16	Marked	No	Jack F Ingrao, Jr.	04/08/16	\$0.00
033565	03/15/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033566	03/15/16	Marked	No	David L Johnson	04/08/16	\$0.00
033567	03/15/16	Marked	No	Peter J Lynch	04/08/16	\$0.00
033568	03/15/16	Marked	No	Mathew T Mayhall	04/08/16	\$0.00
033569	03/15/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033570	03/15/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033571 033572	03/15/16 03/15/16	Marked Marked	No No	Michael J Nelson Samuel F Ramirez	04/08/16 04/08/16	\$0.00 \$0.00
033572	03/15/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033574	03/15/16	Marked	No	Jerry R Roberts	04/08/16	\$0.00
033575	03/15/16	Marked	No	Benjamin H Roche	04/08/16	\$0.00
033576	03/15/16	Marked	No	Cody S Rose	04/08/16	\$0.00
033577	03/15/16	Marked	No	Alan J Schuster Jr.	04/08/16	\$0.00
033578	03/15/16	Marked	No	Rhonda U Skinner	04/08/16	\$0.00
033579	03/15/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033580	03/15/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033581	03/15/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033582	03/15/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033583	03/15/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
033584	03/29/16	Marked	No	Johnathan R Apolinar	04/08/16	\$0.00
033585	03/29/16	Marked	No	Ben D Buchanan	04/08/16	\$0.00
033586	03/29/16	Marked	No	Scott D Bulters	04/08/16	\$0.00
033587	03/29/16	Marked	No	Darrell R Buntin III	04/08/16	\$0.00
033588	03/29/16	Marked	No	Douglas J Copenhaver	04/08/16	\$0.00
033589	03/29/16	Marked	No	Phillip C Cox	04/08/16	\$0.00
033590	03/29/16	Marked	No	Adam J Croft	04/08/16	\$0.00
033591	03/29/16	Marked	No	Bryan K Dalton	04/08/16	\$0.00
033592	03/29/16	Marked	No	Glenn T Davidson	04/08/16	\$0.00

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM	M PAYROLL					
BANK CONTROL ID: GEN	- GENERAL FUND					(CONTINUED)
033593	03/29/16	Marked	No	Ren W Douglas	04/08/16	\$0.00
033594	03/29/16	Marked	No	Scott A Freitag	04/08/16	\$0.00
033595	03/29/16	Marked	No	Timothy B Gallman	04/08/16	\$0.00
033596	03/29/16	Marked	No	James E Ginn	04/08/16	\$0.00
033597	03/29/16	Marked	No	Daniel W Gnagey	04/08/16	\$0.00
033598	03/29/16	Marked	No	Nathaniel D Green	04/08/16	\$0.00
033599	03/29/16	Marked	No	Nicholas R Guzzo	04/08/16	\$0.00
033600	03/29/16	Marked	No	Allen D Harris	04/08/16	\$0.00
033601	03/29/16	Marked	No	Jory Ingrao	04/08/16	\$0.00
033602	03/29/16	Marked	No	Jack F Ingrao, Jr.	04/08/16	\$0.00
033603	03/29/16	Marked	No	Terrence L Jacobson	04/08/16	\$0.00
033604	03/29/16	Marked	No	David L Johnson	04/08/16	\$0.00
033605	03/29/16	Marked	No	Peter J Lynch	04/08/16	\$0.00
033606	03/29/16	Marked	No	Mathew T Mayhall	04/08/16	\$0.00
033607	03/29/16	Marked	No	Eric R Merrill	04/08/16	\$0.00
033608	03/29/16	Marked	No	Thomas E Muniz	04/08/16	\$0.00
033609	03/29/16	Marked	No	Michael J Nelson	04/08/16	\$0.00
033610	03/29/16	Marked	No	Samuel F Ramirez	04/08/16	\$0.00
033611	03/29/16	Marked	No	Robert A Rendl	04/08/16	\$0.00
033612	03/29/16	Marked	No	Jerry R Roberts	04/08/16	\$0.00
033613	03/29/16	Marked	No	Benjamin H Roche	04/08/16	\$0.00
033614	03/29/16	Marked	No	Cody S Rose	04/08/16	\$0.00
033615	03/29/16	Marked	No	Alan J Schuster Jr.	04/08/16	\$0.00
033616	03/29/16	Marked	No	Rhonda U Skinner	04/08/16	\$0.00
033617	03/29/16	Marked	No	Timothy E Snyder	04/08/16	\$0.00
033618	03/29/16	Marked	No	Jeff Stewart	04/08/16	\$0.00
033619	03/29/16	Marked	No	Shawn S Tarver	04/08/16	\$0.00
033620	03/29/16	Marked	No	Karen W Viscardi	04/08/16	\$0.00
033621	03/29/16	Marked	No	Robert P Zazueta	04/08/16	\$0.00
					SUB TOTAL FOR BANK:	\$0.00
					TOTAL FOR MODULE:	\$0.00

4/11/16 11:02:22 AM

## **Chino Valley Fire District**

Page: 1

BR Adjustments Report

For the Bank Statement ending:

 Date
 Document
 Description
 GL Account
 Offset Amt
 Adj. Amt

DOCUMENT:

ADJUSTMENT DOCUMENT "TOTAL:

TOTAL FOR ALL ADJUSTMENTS:

## GL Account Ledger - Detail By Date Range

03/01/2016 through 03/31/2016

Sorted by Date and Document

Batch	Journal	Entry #	Date	Job	Document	Description		Debits	Credits	Balance	
40.1105.0	.0.000		BOND D	EBT SERVICE						\$359,877.93	
1769	GJ	131615	03/31/16		Tax & Int Revenue	Tax & Interest Revenue		15,897.27	-	375,775.20	
							BOND DEBT SERVICE TOTAL:	\$15,897.27	\$0.00	\$375,775.20	
							TOTAL OF LEDGER:	\$15,897,27	\$0.00	\$375,775,20	
								, :0,0011	75.55	, : : 0, : : 0	

<sup>\*\*\*</sup> Indicates a summarized entry made up of more than one Batch, Journal, Entry Number, Date, Job, Document, or Description so a single value can not be displayed.

4/04/16 9:35:48		avapai C Month				TR046DSR C00623
* Account   mb - 640-7000 (	Chino Valley Fire Dis	st BDS		/ / 6	to 3/31/2016	Page:
Begin Balance: Income : LOC Advance .: Expense : LOC Payments : Cash Balance :	(Period) 359,877.93 15,897.27 .00 .00 .00 .375,775.20	(Y-T-D) 161,404.91 304,591.05 .00 90,220.76 .00 375,775.20	LOC : Out : End :	.00 .00 375,775.2	Levy: Coll: Adj : Out :	440,053.29 286,182.72 520.93- 153,349.64
Transaction Summary By Source Source Description  20071 2007 UPP Taxes 20081 2008 UPP Taxes 20091 9 UPP Taxes 20101 2010 UPP Taxes 20102 2010 RE Taxes 20111 20 UPP Taxes 20112 201 RE Taxes 20112 201 RE Taxes 20122 2 12 RE Taxes 20131 2013 UPP Taxes 20131 2013 UPP Taxes 20131 2013 UPP Taxes 20132 201 RE Taxes 20141 201 UPP Tax s 20142 20151 015 s 20152 2015 RE T es 37130 and Game in 1 38108 Interest on n ments 38109 Interest on Investments 38101 Interest on estern 38113 n eres 38120 Interest on estern 38120 B nd Interest P nt	∘ <del>-ea</del> s go	Beginning Balance	:	359,877.9 Month1	161,404.9: Yearly 4.69 10.9' 67.58 176.8' .00 231.7: 165.5 78.69 21.99 75.1: 1,137.3( 1,046.8) 14,248.4: 7,920.75 278,261.9: 994.3' 102.1/ 164.60 30.00 420.00 89,800.76	7 5 7 7 8 7 9 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8
2220 2 114 21100201.0 2.7		Ending Balance	 s:	375,775.2	375,775.2	

Real Estate Toxes \$15,254.48

UPP Toxes \$ 4777.52

INTERAST \$ 165,27

Total \$ 15,897.27

/ / ounty Treasurer TR046DSR
ly Statement C00623

* Accou	nt Numb	er: 6 65640 7000 C	Chino Valley Fi	re Dist B	DS *****	*****	Date Rang	e: 3/01/201	6 to 3/31/	/2016
T R A :	N S A ( Source	TIONS Description				Note	es	Beg	in Balance:	359,877.93 Debits/Credits
Date 3/01 3/01 3/02 3/03 3/03 3/04 3/04 3/04 3/07 3/07 3/07 3/07 3/07 3/08 3/08 3/08 3/08 3/08 3/08	N S A C Source 20151 20152 20152 20155 20152 20152 20152 20152 20151 20152 20151 20152 20071 20081 20091 20091 20101 20152 20152	Description  2015 UPP Taxes 2015 RE Taxes 2015 UPP Taxes 2015 UPP Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes 2015 RE Taxes 2007 UPP Taxes 2008 UPP Taxes 2009 UPP Taxes 2010 UPP Taxes 2010 UPP Taxes 2015 RE Taxes 2015 RE Taxes	.00			Note TAX TAX TAX TAX TAX TAX TAX TAX TAX TAX	DISTRIBUTION	Beg	in Balance:  0004231 0004231 0004232 0004233 0004233 0004234 0004234 0004235 0004236 0004236 0004236 0004236 0004236 0004236	18.14 362.90 791.37 17.45 87.86 1,935.94 7.90 42.62 440.99 12.01 36.41 16.95 504.20 .61 .81 .97 .90 14.95 681.07
3/09 3/10 3/10 3/11 3/11 3/14 3/14 3/15 3/15 3/16 3/16 3/17 3/17 3/18 3/18 3/18	20151 20152 20141 20151 20151 20152 20151 20152 20151 20152 20151 20152 20151 20152 20151 20152 20151 20152	2015 UPP Taxes 2015 RE Taxes 2014 UPP Taxes 2015 UPP Taxes 2015 RE Taxes 2015 UPP Taxes 2015 UPP Taxes 2015 UPP Taxes 2015 RE Taxes				TAX	DISTRIBUTION		0004237 0004237 0004238 0004238 0004239 0004239 0004240 0004241 0004241 0004241 0004242 0004242 0004243 0004243 0004243 0004244 0004245 0004245	55.02 537.02 8.78 19.90 605.91 7.32 612.24 101.17 832.46 .34 458.21 20.41- 6.93 620.28 23.45 931.51 19.41 879.78 17.44 613.46
		Debit Page Totals:	.00	Credit	Page	Totals:	11,304.	57 Page	End Totals	: 371,182.50

4/04/16 Yavapai C t T TR 46DSR 9:35:48 Month 23

					20
* Acco	unt Numb	er: 6 65640-7000 Chino Valley Fire Dist BDS ************************************	Date Range: 3/01/201	6 to 3/31/2	016
T D 3	MCAC	T T O N C			
	NSAC	TIONS	Neter	,	Dahina Garatina
Date	Source	Description	Notes		Debits Credits
3/22	20152	2015 RE Taxes	TAX DISTRIBUTION	0004246	647 35
3/23	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004240	29 13
3/23	20152	2015 RE Taxes	TAX DISTRIBUTION	0004247	395 50
3/24	20141	2014 UPP Taxes	TAX DISTRIBUTION	0004248	2.52
3/24	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004248	2.46
3/24	20152	2015 RE Taxes	TAX DISTRIBUTION	0004248	542.86
3/25	20111	2011 UPP Taxes	TAX DISTRIBUTION	0004249	10.67
3/25	20121	2012 UPP Taxes	TAX DISTRIBUTION	0004249	8.61
3/25	20131	2013 UPP Taxes	TAX DISTRIBUTION	0004249	12.05
3/25	20141	2014 UPP Taxes	TAX DISTRIBUTION	0004249	12.11
3/25	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004249	11.78
3/25	20152	2015 RE Taxes	TAX DISTRIBUTION	0004249	181.10
3/28	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004250	11.48
3/28	20152	2015 RE Taxes	TAX DISTRIBUTION	0004250	933.46
3/29	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004251	9.76
3/29	20152	2015 RE Taxes	TAX DISTRIBUTION	0004251	357.24
3/30	20151	2015 UPP Taxes	TAX DISTRIBUTION	0004252	1.86
3/30	20152	2015 RE Taxes	TAX DISTRIBUTION	0004252	766.31
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013525	6.44
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013525	12.51
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013526	5.37
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013526	14.91
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013527	4.20
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013527	17.91
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013528	4.36
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013528	19.16
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013529	4.52
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013529	16.97
3/30	38108	Interest on Investments ICM	INVESTMENT INTEREST	1000013530	4.66
3/30	38108	interest on investments ICM	INVESTMENT INTEREST	1000013530	17.95
3/30	38109	interest on investments St Treas	INVESTMENT INTEREST	1000013524	1.02
3/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000013524	3.94
3/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000013531	6.46
3/30	38109	2015 UDD Towns	INVESTMENT INTEREST	1000013531	24.89
3/31	20151 20152	2015 DE Taxes	TAX DISTRIBUTION	0004253	15.59
3/31	20152	2015 KE Taxes	TAX DISTRIBUTION	0004253	475.59

Ending Credit Totals: 15,897.27

.00

Ending Debit Totals:

Ending Balance:

375,775.20

*	Y C	******	*******	*****	******	TR 0
Account Fund Stat Payee  Status Subtotal : Fund Subtotal :	.00	Warrant	Amount	Issue Date	Date	Voucher
Total Paid Warrants: Total Outstanding.: Total Void Warrants: Total Registered .:	.00 .00 .00					

#### Chino Valley Fire District

#### GL Trial Balance Worksheet

For The Period of 3/1/2016 through 3/31/2016

#### Balances

Account	Description	Beginning	Debits	Credits	Ending	Adjustments
40.1105.0.0.000	Bond Debt Service	\$359,877.93	\$15,897.27	\$0.00	\$375,775.20	
	TOTALS	\$359,877.93	\$15,897.27	\$0.00	\$375,775.20	

<sup>\*</sup> Inactive accounts are marked and appear in grey.

March, 2016

Bank Reconciliation

CVFD Bond 2007 Account: 6-65640-0000

Beginning Balance (CVFD): Deposits: Disbursements:	\$ \$ \$	91,791.10 -	Balance per Bank:	\$ 91,791.10
Interest Income: Transfer to Bldg. Acct:	\$			
Ending Balance:	\$	91,791.10	Ending Balance:	\$ 91,791.10
Difference between Balances: (Should be zero)	\$	•		
Deposits:				
Real Estate Taxes	\$	-		
Pers. Property Taxes	\$	-		
	\$	-	1	

Reconciliation Approved by: Scott Freitag

Fire Chief

Reconciliation Reviewed by: Dave Tharp

Assistant Chief of Administration

Reconciliation Prepared by: Debbie Spingola

Finance Manager

4/04/16 9:35:48	У	avapai County Treas Monthly Statement				TR046DSR C00623
* Account Number: 6-65640	0-0000 Chino Valley Fire Dis	t Bond Fund	Date Ran	ge: 3/01/2016 ******	to 3/31/201	6 Page:
Begin Balance: Income : LOC Advance .: Expense : LOC Payments : Cash Balance :	(Period) 91,791.10 .00 .00 .00 .00 .91,791.10	(Y-T-D) 91,791.10 .00 .00 .00 .00 .00	LOC : Out : End :	.00 .00 91,791.10	Levy: Coll: Adj: Out:	177,729.06 125,321.70 106.70 52,300.66
Transaction Summary By Sou Source Description	irce	Beginning Balance	e:	91,791.10 Monthly	91,791. Year	
		Ending Balanc	es:	91,791.10	91,791.	10

4/ 9:35:48	У .	
* Account Number: 6-65640-0000 Chin	O Valley Fire Dist Bond Fund Date Range:	3/01/2016 to 3/31/2016 Page: 1
TRANSACTIONS Date Source Description	Notes	Begin Balance: 91,791.10 Debits Credits
Ending Debit Totals:	.00 Ending Credit Totals: .0	DO Ending Balance: 91,791.10

4		Y		ınty Treasu y Statement				TR046DSR C00623
* Account Number:	6-65640 0000	Chino Valley Fire Dist	Bond Fur	nd ******	Date Range:	3/01/2016 to	3/31/2016	Page: 2
Account Fund	Stat Payee			Warrant	Amount	: Issue Date	Date	Voucher
Status Subtotal Fund Subtotal	:		.00					
Total Paid Warrants Total Outstanding. Total Void Warrants Total Registered .	:		.00 .00 .00					

#### CHINO VALLEY FIRE DISTRICT

#### FIRE PROTECTION SERVICES AGREEMENT

This Fire Protection Agreement is made effective March 11, 2016 between the Chino Valley Fire District, a political subdivision of the State of Arizona, hereinafter referred to as the "District" and **Robbie Herman & Renee Phillabaum**, hereinafter referred to as the "Applicant." The property under consideration is described as:

Property Address: 3810 W Harvest Way

Mailing Address: PO Box 436, Paulden, AZ 86334

**Contact Phone Number:** 

Yavapai County Assessor's Parcel Number: 303-05-139E

IT IS THEREFORE MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

- 1) <u>Purpose</u>. The District shall provide fire protection and limited emergency medical services under the terms of this Agreement.
- 2) <u>Duration and Renewal</u>. The effective term of this Agreement shall be from March 11, 2016 through June 30, 2016. 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) <u>Services Provided</u>. Fire Suppression, Emergency Rescue, and limited Emergency Medical Services (collectively "Emergency Services") will be provided under this Agreement. Unless the Incident Commander (senior Chino Valley Fire District Officer present) requests additional help, the District shall provide a standard response as determined by CVFD 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, the District also reserves the right to bill both the Applicant and any actual Service Recipient (who shall be jointly liable) for the services provided under this Agreement, according to the fee schedule adopted by the District, as amended from time to time. Said billing shall be in addition to the fee charged under this Agreement.

In providing services under this Agreement, the District 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.

The Applicant herein acknowledges that the District may respond with fewer units or personnel in the event of any unforeseen circumstance, such as 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 District 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 the District that take priority, and Applicant hereby consents to the same. In addition, Applicant acknowledges and agrees that the District's response and effectiveness may be limited by a lack of adequate water supply.

Applicant acknowledges and agrees that the District may, in its discretion, give priority to other emergency calls either within the District or outside District boundaries, causing a delay in response time. Further, Applicant acknowledges and agrees that the District 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 the District in conjunction with the determination of the appropriate response. In conjunction therewith, Applicant hereby acknowledges that no assurances are given or warranties made as to the response time or service level that will be had, and agrees to hold the District harmless from and indemnify the District for any and all damages which might be incurred to Applicant, to 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, the District's decision to allocate resources elsewhere either inside or outside of the District, the allocation of manpower or equipment, or other operational decisions which might result in delay or additional loss of life or property. The District shall not be liable for the negligent act or omission of any third party service provider. Applicant also agrees the District is under no obligation to transport any Service Recipient of services. Applicant acknowledges that the District does not hold a Certificate of Necessity, and that transport services are typically provided through a third party. Applicant, Service Recipient, or both, shall be responsible for all transportation expenses associated therewith.

4) Response Time. The District shall make reasonable effort to respond to the Applicant's emergency calls in a manner consistent with then current protocol, subject to the terms and conditions set forth in this Agreement. The 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; and acknowledges that, because of the substantial distance involved, the minimum response time likely to be experience by Applicant will be 11

minutes. No assurances are given by the District as to what ISO rating might apply to the Applicant's Property.

- 5) Routing Information. The Applicant shall provide the District with current routing information to all Applicants' Property in a form acceptable to the District Fire Chief, and will endeavor to inform all occupants of subject Property of the proper procedures to follow in case of fire.
- 6) Access. The Applicant hereby specifically acknowledges that standard access roads sufficient to allow District fire equipment to reach the scenes of emergency calls are a significant factor in the District'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 the Applicant. Applicant hereby agrees to hold the District harmless from, and indemnify the District for any liability or damages for any delays 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 the District.

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

Compensation. As consideration for the District providing Emergency Services under this Agreement, the Applicant shall pay to the District 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 District at the District's then current tax rate, plus an administrative fee equal to \$50.00, as modified from time to time. The Service Fee shall be owed, even if there is no current county tax assessed to 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 provided by and at the cost of the Applicant. If the property is appraised, the assessed value will be 10% of the appraisal. The then current District's tax rate shall be applied to said property value, plus and administrative fee equal to \$50.00 of said sum then in effect. 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 year shall be recalculated and an adjustment to the Service Fee made.

Payment are due when contract is signed or payment arrangements may be approved for quarterly payments with the first payment being due and payable simultaneous with the execution of this Agreement and thereafter each quarter with all amounts paid in full no later than June 30 of each year.

For the initial term of the Agreement, the parties agree that the fee shall be \$116.55. This fee shall be payable in one lump sum when due or payment arrangements may be approved by the administration office.

The Service Fee being paid to the District by the Applicant pursuant to this Agreement shall be considered earned by the District when paid, and shall not be conditioned upon or modified by reason of the number of responses made by the District to the Applicant's property during the term of this Agreement. In addition to the fees set forth above, the District reserves the right to charge any invitees of Applicant, or any resident or occupant of the Applicant's property ("Service Recipient(s)") for services actually rendered to that individual, consistent with the District's then current fee schedule. While the Applicant shall be responsible for all Service Fees assessed under this Agreement, the District also reserves the right to invoice any actual Service Recipients for the services provided under this Agreement, according to the fee schedule adopted by the District, as amended from time to time. Said billing shall be in addition to any Service Fee due under the terms of this Agreement.

- 8) <u>Insurance</u>. The Applicant shall provide the District 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, and shall name the District as an additional insured thereunder.
- Waiver and Disclaimer of Liability. The District shall not be liable for any consequential damages, including but not limited to any lost income or profits suffered by Applicant or any Service Recipient. In consideration of the District's agreement to provide services under the terms of this Agreement, the Applicant agrees to hold the District harmless and hereby releases the District from and indemnifies the District for any and all claims, demands, liability and causes of action that may arise as a result of the District providing the services described, and specifically, in addition to the foregoing, any other claims, demands, liability or causes of action which might arise out of the District's inability to provide, or 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. 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. Nothing herein shall be construed as a warranty by the District against damages, whether property or personal, which may result by way of fire, injury to a person, accident or other emergency occurring on Applicant's Property. In the event of breach or nonperformance by the District, Applicant's sole remedy shall be limited to the termination of this Agreement and refund of fees for that current contract year, the parties having agreed that said fees are a reasonable amount of damages. This release shall bind the members, legal representatives, assigns and successors in interest of the Applicant.

The waiver, hold harmless and indemnification provisions of this Agreement for the benefit of the District shall survive the termination of this Agreement.

- 10) No Third Party Beneficiaries. This Agreement will be for the benefit of the District and Applicant only and shall not be construed as having been entered into for the benefit of any third party.
- 11) <u>Termination</u>. Either party may terminate this Agreement by thirty (30) days written notice of termination delivered to the other party at these addresses:

District – Chino Valley Fire District
Administration
8555 E Yavapai Rd
Prescott Valley, AZ 86314

Applicant– Robbie & Renne Herman PO Box 436 Paulden, AZ 86334

In the event of termination of this Agreement after the Applicant has paid the required payment due for that term, the District 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; provided, however, that the indemnification requirements imposed on Applicant under this Agreement for incidents occurring during the term of this Agreement shall survive. Nothing herein shall prevent the District from negotiating a new service agreement with the new owner of the subject property.

The District may cancel this Agreement pursuant to the mandates of A.R.S. §38-511.

- 12) <u>Severability</u>. 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.
- 13) <u>Fire Code Compliance</u>. The 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 the District's adopted Fire Code.

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

ROBBIE & RENNE HERMAN		CHINO VALLEY FIRE DISTRICT			
Ву	 Date	Board Chair	Date		
Its		Board Orlan	Date		
		ATTEST:			
Ву	Date	Board Clerk	Date		
Its					



4501 Singer Court, Suite 180 Chantilly, VA 20151 (866) 866-2324 T (703) 961-0113 F

WWw.puolicsaleryeacenence.org

February 11, 2016



Scott A. Freitag
Fire Chief
Central Yavapai and Chino Valley Fire Districts
8555 E. Yavapai Road
Prescott Valley, AZ 86314

Dear Chief Freitag:

Congratulations! On February 2, 2016, you were re-designated as a "Chief Fire Officer" (CFO) by the Commission on Professional Credentialing. You have earned the professional designation as witnessed by a team of your peers and members of the Commission on Professional Credentialing. You have demonstrated through your education, leadership and management skills that you possess the requisite knowledge, skills, and abilities required for the fire and emergency services profession.

Enclosed you will find your certificate announcing your achievement.

Please note that the "Chief Fire Officer" designation is valid for three years. To continue to keep your designation, you will need to show that you have continued to develop as a CFO in four areas: Professional Development, Professional Contributions, Active Association Membership and Community Involvement.

On behalf of the Commission on Professional Credentialing, we commend your efforts and dedication in achieving this personal and professional milestone.

Sincerely

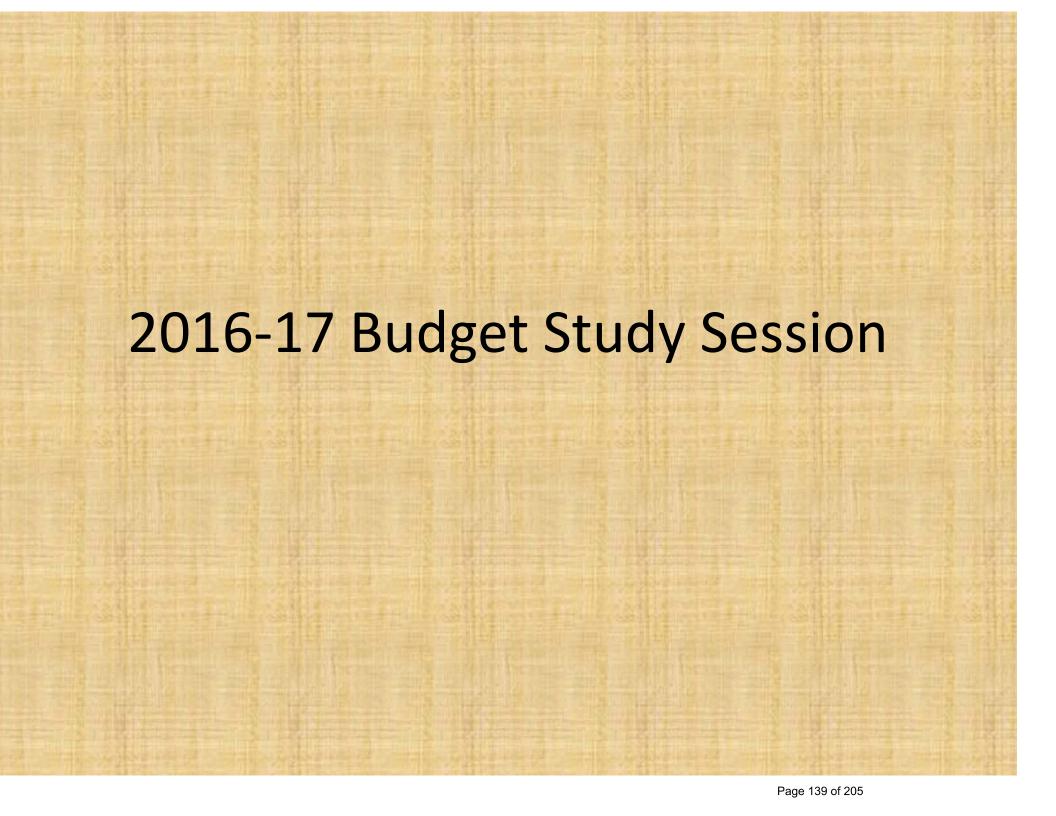
Debbie Sobotka Deputy Director

**Enclosures** 

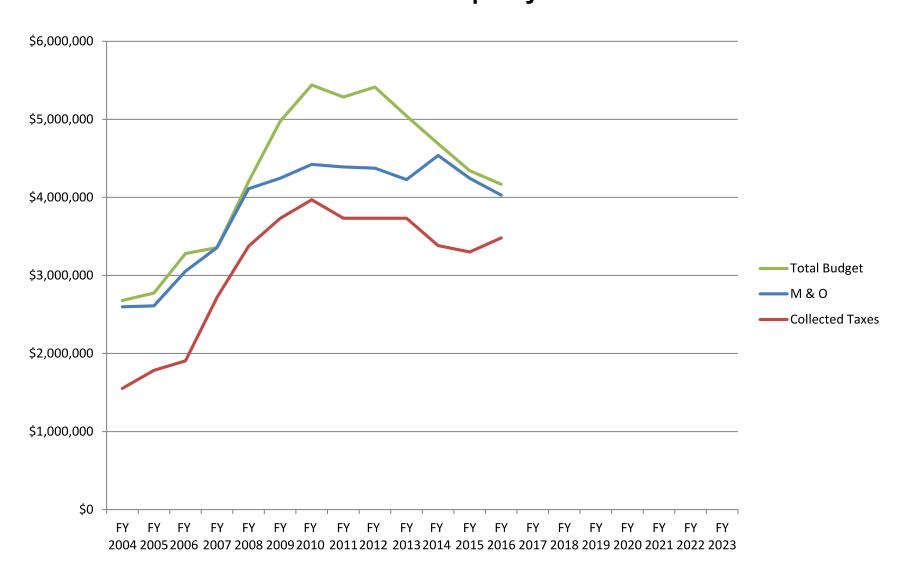




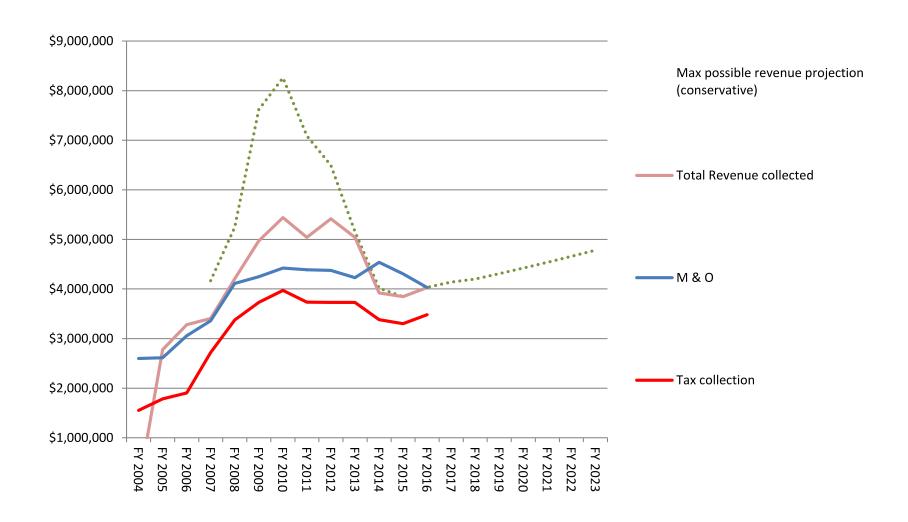




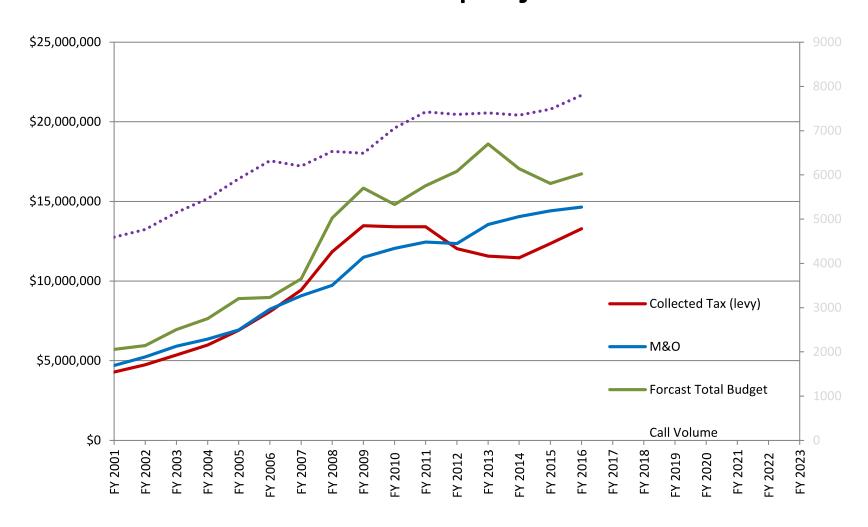
### Chino Valley FD Review stand-alone projections



### Chino Valley FD Financial Position



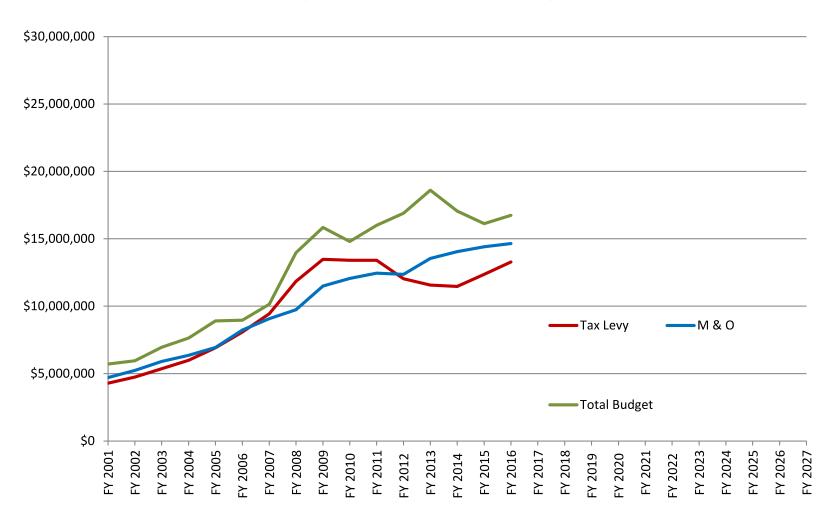
## Central Yavapai FD Review Stand-alone projections



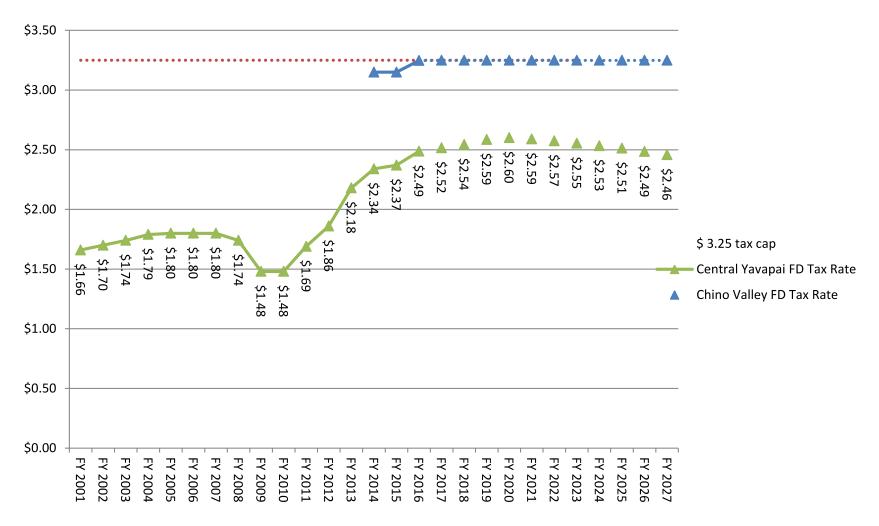
## CYFD Tax Rate Projection (From 2015 data and presentation)



## Fire Authority Budget Projections (current 2016)

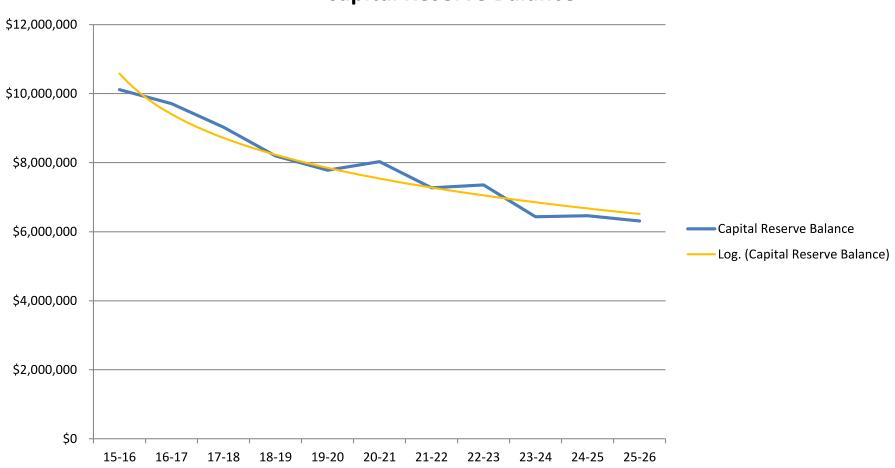


## Fire Authority Tax Rate Projections (using actual 2016 NAV and 2015 assumptions)

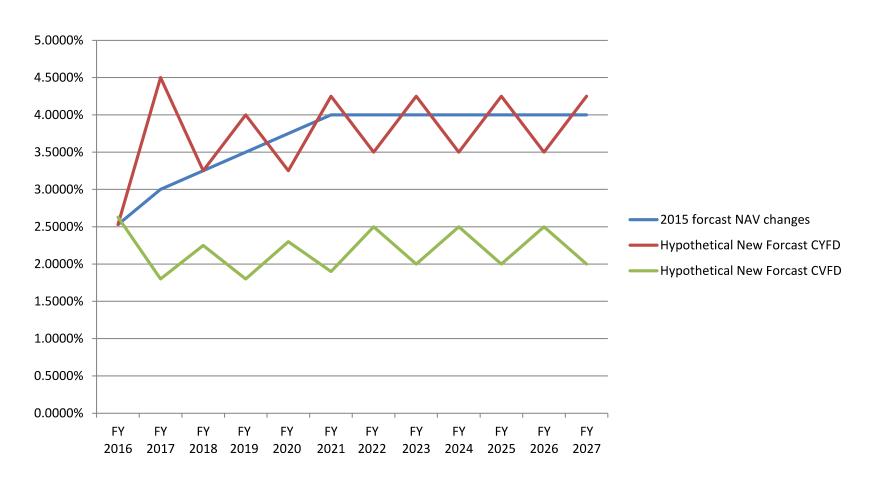


# Fire Authority Reserve Fund Projection

### **Capital Reserve Balance**



## Previous NAV assumptions vs. Hypothetical New assumptions





#### Draft Budget (April 2016) Fiscal Year 2017 Table of Contents

<u>Description</u>	Page #
Revenue	2
Expense	3

#### Chino Valley Fire District Revenue Budget FY 2017

		Budget FY 14	Budget FY 15	Budget FY 16	Actual -	Draft Budget FY 17	Variance	Variance (%)
	Total District Budget		4,313,370	4,169,152		3,883,599	(285,553)	-6.85%
	Carryover			(55,000)		-	(55,000)	-100.00%
	Revenue:							
5260 5430	Grants: Fire Act Grant Grant - FEMA - SAFER	- -	<u>-</u> -				<u>-</u> -	- #DIV/0!
	Total Grants	-	-	-	-	-	-	-
4200	FDAT		(313,900)	(313,900)		(313,900)	-	0.00%
4000/4100	Other: Real Estate Tax							
4001 1200 4800 4900	Fire Protection Contracts Capital Reserve Account Off-District Fires Interest Income		(59,000) (493,810) (150,000) (6,000)	(59,000) (85,000) (150,000) (6,000)		(20,000) - -	(59,000) (65,000) (150,000) (6,000)	-100.00% -13.16% -100.00% -100.00%
5100 5200 5350 5400	Miscellaneous Income 64 Lease Rebates / Refunds CYFD JMA Expense Reimbursemen Total Other	t	(7,200) (2,000) (10,000) (728,010)	(7,200) (2,000) (10,000) (319,200)		- (2,000) - (22,000)	(7,200) - (10,000) (297,200)	-100.00% 0.00% -100.00% -93.11%
	Total Non-Levy Revenues		(728,010)	(374,200)	-	(22,000)	(352,200)	-94.12%
	Tax Levy Requirement	-	3,271,460	3,481,052		3,547,699	66,647	1.91%
	Net A.V.(3.0% increase)		104,457,436	107,201,126		109,186,841	1,985,715	1.85%
	Actual/Estimated Tax Rate		\$3.1500	\$3.2472		\$3.2492	\$0.0020	0.06%

#### Chino Valley Fire District Draft Budget FY 2017 (4-2016) General Fund

General Fi	jet FY 2017 (4-2016) und	Budget Budget FY 14 FY 15	Budget FY 16	CAFMA Budget FY 17	Budget Variance \$\$	Budget Variance %
Retained F	unds					
6400.1	Audit &Accounting	15,000	15,000	2000	(13,000)	-86.67%
6405.1	Other Professional Services	5.000		F 000	5.000	
0440.4	Fire Board Election	5,000	-	5,000	5,000	-
6410.1	Legal Services - routine	30,000	30,000	5,000	(25,000)	-83.33%
6441.1	Fire Board Expenses	900	1,000	1,000	=	0.00%
					<del>-</del>	-
	Total Retained Funds	50,900	46,000	13,000	(33,000)	-71.74%
Contingen	су	57,713	110,819	20,000	(90,819)	-81.95%
Fire Autho	rity Funding					
6700.1	Fire Authority Funding	-	-	3,850,599		-
Total Expe	nse Budget			3,883,599		-

All new policies are Joint Policies.

Policy J115 Rules of Engagement for Structural Fire Fighting and the Acceptability of Risk is a new joint policy.

Policy J160 Ethics is a new joint policy.

**Policy J200 Hiring and Promotional** is replacing Policy 105 Recruitment, Hiring, and Promotional Selection.

Policy J202 Testing Policy is replacing Policy 345 Promotions.

Policy J203.5 DUI Second Chance is a new joint policy.

Policy J212 Reserve Auxiliary Staffing is a new joint policy.

Policy J221 Full Time Firefighter Preliminary / Promotional / Probationary Requirements is a new joint policy.

**Policy J222 Engineer Preliminary / Promotional / Probationary Requirements** is a new joint policy.

Policy J610 Performance Evaluations is replacing Policy 340 Performance Reviews.

**Policy J700 Station Management** is replacing Policy 239 Housekeeping and Basic Maintenance.

Policy J705 Minimum Staffing is a new joint policy.

Policy J715 Operations Daily / Weekly Routine and Miscellaneous Duties is a new joint policy.

### J115 RULES OF ENGAGEMENT FOR STRUCTURAL FIRE FIGHTING AND THE ACCEPTABILITY OF RISK

Created/Revised: 01/13/2003 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

#### I. PURPOSE

The purpose of this policy is to outline the rules of engagement for structural firefighting and the acceptability of risk associated with the function of the District.

#### II. SCOPE

This policy applies to all District members.

#### III. POLICY

#### RULES OF ENGAGEMENT FOR STRUCTURAL FIRE FIGHTING AND THE ACCEPTABILITY OF RISK

Adapted from the International Association of Fire Chiefs Health and Safety Committee

#### **ACCEPTABILITY OF RISK**

All firefighting and rescue operations involve an inherent level of risk to fire fighters.

- A basic level of risk is recognized and accepted, in a measured and controlled manner, in efforts that are routinely employed to save lives and property.
   These risks are not acceptable in situations where there is no potential to save lives or property.
- A higher level of risk is acceptable only in situations where there is a *realistic* potential to save known endangered lives. This elevated risk must be limited to operations that are *specifically directed toward rescue* and where there is a *realistic potential to save the person(s) known to be in danger.*

#### RULES OF ENGAGEMENT FOR STRUCTURAL FIREFIGHTING

All structural firefighting operations involve an inherent level of risk to fire fighters. All feasible measures shall be taken to limit or avoid these risks through risk assessment, constant vigilance and the conscientious application of safety policies and procedures.

• The exposure of fire fighters to an elevated level of risk is acceptable only in situations where there is a realistic potential to save known endangered lives.

### J115 RULES OF ENGAGEMENT FOR STRUCTURAL FIRE FIGHTING AND THE ACCEPTABILITY OF RISK

Created/Revised: 01/13/2003 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

- No property is worth the life of a fire fighter.
- No risk to the safety of fire fighters is acceptable in situations where there is no possibility to save lives or property.
- Fire fighters shall not be committed to interior offensive firefighting operations in abandoned or derelict buildings that are known or reasonably believed to be unoccupied.

#### **RISK ASSESSMENT**

It is the responsibility of the incident commander to evaluate the level of risk in every situation. This risk evaluation shall include an assessment of the presence, survivability and potential to rescue occupants. When there is no potential to save lives, firefighters shall not be committed to operations that present an elevated level of risk.

An incident command system shall be established, beginning with the arrival of the first District member at the scene of every incident. The incident commander must conduct an initial risk analysis to consider the risk to fire fighters in order to determine the strategy and tactics that will be employed.

The responsibility for risk assessment is a continuous process for the entire duration of each incident. The incident commander shall continually reevaluate conditions to determine if the level of risk has changed and a change in strategy or tactics is necessary. The incident commander shall assign one or more safety officers to monitor and evaluate conditions to support this risk analysis.

At a minimum, the risk analysis for a structure fire shall consider:

#### **Building Characteristics**

- Construction type and size
- Structural condition
- Occupancy and contents

#### Fire Factors

- Location and extent of the fire
- Estimated time of involvement
- What are smoke conditions telling us?

### J115 RULES OF ENGAGEMENT FOR STRUCTURAL FIRE FIGHTING AND THE ACCEPTABILITY OF RISK

Created/Revised: 01/13/2003 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

#### Risk to Building Occupants

- Known or probable occupants
- Occupant survival assessment

#### Fire Fighting Capabilities

- Available resources
- Operational capabilities and limitation

#### 10 RULES OF ENGAGEMENT FOR STRUCTURAL FIRE FIGHTING

#### **Acceptability of Risk**

- 1. No building or property is worth the life of a fire fighter.
- 2. All interior firefighting involves an inherent risk.
- 3. Some risk is acceptable, in a measured and controlled manner.
- 4. No level of risk is acceptable where there is no potential to save lives or savable property.
- 5. Fire fighters shall not be committed to interior offensive firefighting operations in abandoned or derelict buildings.

#### **Risk Assessment**

- 1. All feasible measures shall be taken to limit or avoid risks through risk assessment by a qualified officer.
- 2. It is the responsibility of the Incident Commander to evaluate the level of risk in every situation.
- 3. Risk assessment is a continuous process for the entire duration of each incident.
- 4. If conditions change, and risk increases, change strategy and tactics.
- 5. No building or property is worth the life of a fire fighter.

#### J160 ETHICS POLICY

Created/Revised: 03/14/2005 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016



#### I. PURPOSE

To provide guidance concerning ethical issues facing officials and District members.

#### II. SCOPE

This policy applies to all District members and the Board of Directors.

#### III. POLICY

It is the policy of the District that all members and elected officials shall avoid any activity, practice, or act which might create a conflict or the appearance thereof as a result of their employment or appointment with the District. Any violation of this Policy will subject members to disciplinary action up to and including dismissal.

#### Guidelines

- Always conduct myself, on and off duty, in a manner that reflects positively on me, my department and the fire service in general.
- Accept responsibility for my actions and for the consequences of my actions.
- Support the concept of fairness and the value of diverse thoughts and opinions.
- Avoid situations that would adversely affect the credibility or public perception of the fire service profession.
- Be truthful and honest at all times and report instances of cheating or other dishonest acts that compromise the integrity of the fire service.
- Conduct my personal affairs in a manner that does not improperly influence the performance of my duties, or bring discredit to my organization.
- Be respectful and conscious of each member's safety and welfare.
- Recognize that I serve in a position of public trust that requires stewardship in the honest and efficient use of publicly owned resources, including uniforms, facilities, vehicles and equipment and that these are protected from misuse and theft.

#### J160 ETHICS POLICY

Created/Revised: 03/14/2005 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016



- Exercise professionalism, competence, respect and loyalty in the performance of my duties and use information, confidential or otherwise, gained by virtue of my position, only to benefit those I am entrusted to serve.
- Avoid conflicts of interest as they relate to my official position.
- Never propose or accept personal rewards, special privileges, benefits, advancement, honors or gifts that may create a conflict of interest, or the appearance thereof.
- Never discriminate on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual preference, medical condition or handicap.
- Never harass, intimidate or threaten fellow members of the service or the public and stop or report the actions of other firefighters who engage in such behaviors.
- Responsibly use social networking, electronic communications, or other media technology opportunities in a manner that does not discredit, dishonor or embarrass my organization, the fire service and the public. I also understand that failure to resolve or report inappropriate use of this media equates to condoning this behavior.

#### J200 HIRING AND PROMOTIONAL

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

#### I. PURPOSE

The purpose of this policy is to establish procedures for hiring and promoting members.

#### II. SCOPE

This policy applies to all District members and persons applying for employment with the District.

#### III. POLICY

#### **General Policy**

In accordance with District policies, all members shall be assigned for service on the basis of merit and qualifications for particular duties. Discrimination on the basis of race, sex, color, age, national origin, marital status, religious creed, or disability is strictly prohibited.

#### **Eligibility Lists - Right to Refuse Promotion**

When individuals are offered a promotion from an established eligibility list, they have the right to refuse the promotion. The first time they refuse a promotion, they will remain in the same position on the eligibility list. If the individual refuses a promotion from the same eligibility list a second time, their name will be deleted from the list.

#### Veterans of War (VOW) to Hire Heroes Act of 2011

The District supports the Veterans of War (VOW) to Hire Heroes Act of 2011 and encourages the hiring of post-9/11 Veterans. Two additional points will be given to entry-level applicants including fulltime firefighters with a discharge under honorable conditions from any United States recognized military service branch as outlined in the Act. Entry-level positions are defined as those positions in which new employment is contemplated, including fulltime firefighting positions. Fire Chief has discretionary review of discharge authority.

#### **Assessment Center Scoring**

Assessment Centers scoring will be based on the following:

- Each Assessment Center will consist of at least 4 assessment stations.
- Assessment Center stations will contain critical fail points where applicable.
   Critical fail points are defined as violations of District policies / procedures,

#### J200 HIRING AND PROMOTIONAL

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

safety regulations, local, state or federal laws or policies / regulations set by other local agencies to which the District must adhere.

- Scores below a 70% on <u>3 or more</u> Assessment Center stations will result in the failure of the Assessment Center Phase;
- However, it is permitted to score as low as 60% on 2 stations or less and have those scores averaged into the total Assessment Center score.
- Any score less than 60% on an Assessment Center station will result in zero points for that station and the zero points will be averaged into the overall Assessment Center score.
- All Assessment Center station scores must cumulatively average to at least a 70% or above to pass the promotional testing process.

See Standard Operating Guidelines (SOG) for specific Assessment Center quidelines.

#### Rule of Three

The hiring and promoting authority (the Fire Chief) shall have the discretion of selecting from the top 3 candidates on any eligibility list. The Rule of Three will also apply to eligibility lists with 3 or less candidates. If the remaining candidates on the eligibility list are deemed inappropriate for hire or promotion, according to the following factors, then the position may remain temporarily vacant. Factors considered in applying the "Rule of Three" are performance appraisals, attendance records, special credentials, productivity, attitude, compatibility, and any other pertinent criteria.

Hiring requirements may be amended or waived on a case-by-case basis, as determined by the Fire Chief, upon application and justification by applicant. Consideration maybe given for past experience or training, as determined by the Fire Chief. The Fire Chief shall notify the Board of Directors of any waived or amended requirements for reserves. The Fire Chief must obtain Board of Directors approval before waiving or amending requirements for any full-time position.

All chief officers, operations, fire inspectors, and fleet maintenance members must reside within a 30-minute response under normal driving conditions of the District's jurisdiction. New members have 6 months in which to comply with this requirement. The Fire Chief may waive such requirement for special circumstances with the Fire Board's approval. All reserve firefighters must reside within the Prescott Basin Area (including Prescott, Prescott Valley, Dewey-Humboldt, Chino Valley, Paulden, Groom Creek and Williamson Valley).

#### J200 HIRING AND PROMOTIONAL

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

All new hires and reserve members being promoted will be required to complete a fingerprint, background, and reference check before employment or promotion with District.

No member will be assigned to emergency response duties until an entrance physical assessment has been performed by the District physician. For immunization against hepatitis B, all full-time members are offered immunization within 10 days of initial assignment. The risks and benefits of immunization will be explained to all members, and informed consent obtained before immunizations.

Members may refuse hepatitis B immunization, or may submit proof of previous immunization. Members who refuse will be counseled on the occupational risks of communicable diseases, and will be required to sign a refusal of immunization form.

Each new promotional or entry-level assignment shall require a one-year probationary period.

Any individual that has been demoted may attempt to promote in the future unless specifically prohibited by the terms of the demotion. Such promotion attempts must follow the normal promotion steps through each higher rank, successfully completing all probationary requirements. A member that is demoted for more than 1 rank will not be eligible to skip ranks to promote back to the previously held position or higher.

All full-time firefighters, engineers, captains, and battalion chiefs will maintain, at minimum, an Arizona Department of Health Services Basic Emergency Medical Technician Certification.

Members shall maintain all required certifications and other preliminary and probationary requirements. Copies of updated medical certification cards required by Arizona DHS, YRMC, and the District will be turned in to Human Resources prior to expiration date on the card. Failure to have a current copy of medical certification cards on file will result in disciplinary action and may result in the loss of any associated assignment pay. 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.

Advanced Cardiac Life Support (ACLS) providers (paramedics) shall possess and continue to maintain an ACLS certification as well as, either a Pediatric Advanced Life Support (PALS) or a Pre-hospital Emergency Pediatric Program (PEPP) certification along with the other required certifications.

## J200 HIRING AND PROMOTIONAL

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

In the event of a promotion, a member's pay rate will be increased by not less than 5% or to the nearest "step" of the new position's "range" above the 5% increase level.

Members who meet the requirements for a merit increase and are promoted within 30 days of their evaluation date will receive both their merit and promotional increases. Members who are promoted shall receive a final evaluation prior to promotion.

Promotional test scores and eligibility lists for all positions within the District will be published 30 days after testing has concluded.

## 105.0 RECRUITMENT, HIRING, AND PROMOTIONAL SELECTION

## See Joint Policy J200 Hiring and Promotional

#### 105.1 PURPOSE

To maximize District efforts and resources in the recruitment and selection process in order to identify the best applicants available.

#### 105.2 SCOPE

This policy applies to the recruitment and selection of all positions within the District's Classification Plan, with the exception of the position of Fire Chief, which is appointed by the Board.

#### **105.3 POLICY**

When a position vacancy occurs, the Fire Chief or his designated representative shall coordinate a recruitment, examination, assessment, and selection program designed to identify the best qualified individual for the position, without regard to race, sex, color, age, national origin, religious affiliation or disability.

#### 105.4 GUIDELINES AND PROCEDURES

#### POSITION AND EXAMINATION ANNOUNCEMENTS

- 105.4.1 The Fire Chief or his designated representative shall review the position opening, the job description, position requirements, and any other pertinent information related to the position vacancy. The Fire Chief shall give final approval to the minimum requirements established for the position, on the premise that circumstances may at times drive some variation in the specific requirements for that particular position vacancy.
- 105.4.2 Upon notification of a position vacancy, first consideration shall be given to any possibilities of internal promotion or internal transfer requests. If an eligibility list does not already exist, a promotional examination process may be administered in order to create such a list.
- 105.4.3 Based upon the hiring needs, the Fire Chief or his designated representative shall prepare an official position and examination notice and activate appropriate recruiting processes.
- 105.4.4 Public notice of all position announcements and entry-level examinations for initial employment with the District shall be published in the Administration Office and in the fire stations. Such announcements shall be posted for a minimum of 90 days. Additionally, at the discretion of the Fire Chief, a classified advertisement may be placed in at least one newspaper of general circulation.

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- 105.4.5 Announcements shall include the following information:
- 105.4.5.1 Title of the position
- 105.4.5.2 Overview of the essential duties and responsibilities
- 105.4.5.3 Salary range
- 105.4.5.4 Minimum qualifications
- 105.4.5.5 Application procedure, including the final date for filing application
- 105.4.5.6 Description of the examination process

#### APPLICATION PROCESS

- 105.4.6 All external applicants shall be required to complete and submit an application form in order to be considered for employment. Likewise, internal applicants shall be required to submit a letter of interest in order to be considered for another position within the District. The Fire Chief or his designated representative shall screen incoming applications and/or letters of interest to identify candidate qualifications.
- 105.4.7 All applicants shall be notified of their approval or rejection for participation in the examination process. Such notification shall occur at least one week prior to the date of the commencement of the examination process. Those applicants approved for the examination shall receive notification of the date, time, place, and conditions of the testing.
- The Fire Chief or his designated representative shall have the authority to reject an applicant for the following causes:
- 105.4.8.1 Lack of minimum qualifications or requirements as set forth in the position announcement:
- 105.4.8.2 Falsification of information or material omission of information in the application process;
- 105.4.8.3 Failure to successfully pass a background review, including motor vehicle records and criminal conviction history;
- 105.4.8.4 Prior employment with CVFD that resulted in a status of ineligibility for rehire.

#### **EXAMINATION PROCESS**

- 105.4.9 The Fire Chief or his designated representative shall be responsible for the administration of the examination processes.
- 105.4.10 Upon recommendation by the Fire Chief, the Board of Directors may authorize the use of either a contract agency for examination administration or the cooperative participation of CVFD in joint examination with other jurisdictions.
- 105.4.11 Any pre-employment examinations shall be job-related so as to assess the candidate's ability and suitability to meet the job requirements.

- The examination process for all positions shall be a competitive process.
- 105.4.13 In the event of a position *above* entry level, a competitive internal examination shall be administered, unless the Fire Chief determines that there are not sufficient numbers of qualified internal candidates to meet the needs of the District. In such instance, the position shall be subject to an open competitive process, thereby allowing external applicants to participate.
- 105.4.14 Internal examinations shall only be open to those employees who have successfully completed their initial first year.
- 105.4.15 Examinations for any positions being held on an open competitive basis may include any of the following components: application screening, written examination, physical abilities test, practical skills evaluation, oral interview or assessment center.
- 105.4.16 Internal examination processes may include any of the following components: review of minimum qualifications, written examination, practical skills evaluation, oral interview, assessment center, review of job performance and attendance.

#### **EXAMINATION SCORING**

- 105.4.17 The minimum passing score for all examinations shall be 70%.
- 105.4.18 In the event of a combination examination process, the Fire Chief or his designated representative shall determine the relative value or weight of each portion of the examination. Any portion of the examination may be designated as "qualifying only", indicating that such portion shall be on a pass/fail basis to determine the candidate's eligibility to continue in the examination process.

#### ESTABLISHMENT OF ELIGIBILITY LISTS

- 105.4.19 At the discretion of the Fire Chief an eligibility list may or may not be established by the testing process.
- 105.4.20 Those applicants who successfully pass the examination process may be placed on a confidential eligibility list. The Fire Chief or his designated representative shall determine the confidential ranking of this list, based upon the order of the final examination grade. If two or more candidates have the same final grade, they shall be ranked in order of their scores in that portion of the examination that was more heavily weighted. Preparation of the eligibility list shall be carried out according to the policy entitled "Employment Eligibility Lists." In the case of internal candidates, if a tied score remains, the candidate with the greater seniority in the current position shall be ranked ahead of the other. In the case of external candidates, if a tied score remains, the candidates shall be ranked in alphabetical order.

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105.4.21 In the event that the examination process does not yield an eligibility list or a successful candidate, the Fire Chief or his designated representative shall either repeat the process or in the case of an internal examination, open the process to external applicants.

## **ADDITIONAL SELECTION PROCESSES**

- 105.4.22 Background Checks Refer to Joint Policy J201 Background Check. 4/16/2015
- 105.4.23 Although prior criminal convictions shall not automatically disqualify an applicant for employment, a background investigation shall be thoroughly reviewed and the Fire Chief shall make an appropriate determination on an individual case basis.
- The Fire Chief may use the Rule of Five in selecting the final candidate for the position from the eligibility list. Thus, the Fire Chief may use his discretion in identifying the best candidate from any of the top five candidates on the Eligibility List.
- 105.4.25 New hire job offers shall be extended contingent upon successful completion of a medical/physical examination, psychological examination and a drug screening. If the examination determines that the individual does not successfully pass these examinations, the offer shall be withdrawn.
- 105.4.26 On or before the new employee's first day of employment, all necessary new hire paperwork shall be completed. At such time, the employee shall be required to comply with the provisions of the policy entitled "Immigration Reform and Control Act (IRCA) of 1986."
- 105.4.27 All employees shall be required to take a loyalty oath prescribed by the District affirming that one will support and defend the constitution of the United States and the State of Arizona.

#### J202 TESTING POLICY

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## I. PURPOSE

The purpose of this policy is to establish procedures to follow for pre-employment and promotional testing within the District.

## II. SCOPE

This policy applies to candidates applying for employment with the District – parttime or fulltime and current District members applying for promotional opportunities.

## III. POLICY

For all promotional testing, the following process applies:

- Take promotional test.
- · Test results prepared and available for review.
- Review test results within 30 days of availability.
- Grievances (if necessary) must be filed within 7 days of physically reviewing test results.
- The eligibility list will be published following the 30-day review period or any grievance process.
- Passing score does not guarantee promotion.

A passing score shall be 70% on examinations.

The percentage score of 70% or more received in each examination phase will be converted to the appropriate relative point value. If an examination phase is failed, the applicant will fail the entire testing process.

Frequency of testing:

Assistant Chief - as needed Battalion Chief - as needed Company Officer -18 months Engineer -18 months Firefighters - as needed All Others - as needed

Promotional lists created from testing will expire the last business day prior to the next testing cycle for the positions of Engineer and Captains. Tests conducted as needed will have a hiring list for 12 months. The Fire Chief may order promotional testing at a greater frequency to fill vacant positions if a promotional list has expired, or the Fire Chief may make a temporary appointment.

## **J202 TESTING POLICY**

Created/Revised: 04/12/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## **College and Credit**

Transcripts for college credits and Arizona DHS Certifications for medical credit must be attached to each application package and turned into Administration by the application deadline. Human Resources will evaluate and award points based on each transcript and certificate.

## 345.0 PROMOTIONS

## **See Joint Policy J202 Testing Policy**

#### 345.1 PURPOSE

To assist and encourage employees to advance in status and position in keeping with their qualifications and experience as opportunities arise.

#### 345.2 SCOPE

This policy applies to all employees of the District.

#### **345.3 POLICY**

In order to allow employees to grow and develop within their career path, CVFD shall encourage and assist employees in seeking promotional opportunities as positions arise.

#### 345.4 DEFINITION

**Promotion** is defined as an advancement of an employee from one position to another position in a higher classification with greater pay.

## 345.5 GUIDELINES

345.5.1 All employees are encouraged to seek advancement opportunities and to obtain promotional guidance from their supervisor and/or the Fire Chief.

Eligibility for promotion shall be determined by the employee's ability to meet the requirements of the vacant position. In addition, the employee must have maintained a satisfactory performance record.

345.5.3 In screening, testing, and selecting candidates for promotion, management may consider attendance, work history, performance appraisal records, education, attitude, compatibility, responsibility, and any job-related qualifications. (See policy entitled: Recruitment and Selection)

345.5.4 Depending upon the nature of the position, the Fire Chief or his designee may opt to conduct written examinations, skills assessments (practical evaluations), oral interviews, or any combination thereof.

345.5.5 If an eligibility list has been previously established for a position and the position becomes available, the Fire Chief may exercise the "Rule of Five" (as defined in *Recruitment and Selection* policy) to determine who shall be offered the position. Accordingly, any of the top five candidates on the eligibility list may be appointed.

- 345.5.6 If an employee has been placed on an eligibility list, is offered a promotion, and subsequently rejects the promotion; the employee may remain on the eligibility list. If this occurs two times and the employee rejects the promotional opportunity, the employee's name shall be removed from the list.
- 345.5.7 When an employee is promoted, the employee's pay shall be increased to the closest step in the new pay range that is approximately 7% higher than the amount that was being received in the previous position. However, in no case shall this exceed the maximum step of the new position.
- 345.5.8 Upon promotion, the employee shall be given a revised classification date and begin serving the twelve-month promotional first year.
- 345.5.9 If an employee does not satisfy the first year requirements of a promotion and is returned to his original position or another position in the same classification level as the original position, his salary shall be adjusted to the same level received prior to promotion, plus any salary increase for which he may have otherwise been approved during his promotional first year.

#### J203.5 DUI SECOND CHANCE

Created/Revised: 00/00/2016 Created/Revised: 00/00/2016 Reviewed: 03/22/2016



#### I. PURPOSE

The purpose of this policy is to afford non-probationary members who are otherwise in good standing and have been terminated for a first time misdemeanor DUI an opportunity to apply for re-hire without having to go through a testing process.

## II. SCOPE

This policy applies to all Operations personnel.

## III. POLICY

For the purpose of this policy a non-probationary employee is one that has completed their first year of initial employment.

A non-probationary employee in good standing who is terminated for a first offense misdemeanor driving under the influence (DUI) of alcohol conviction shall have the opportunity to apply for rehire within 24 months of termination only if the following criteria are met and pending a review of the employee's personnel file including prior evaluations.

- 1. Must have a valid, unrestricted, Arizona Driver's License
- 2. Must be insurable without creating additional liability for the District or increased insurance costs
- 3. Must have completed all terms of the conviction
- 4. Must have completed an alcohol awareness program
- 5. All relevant certifications for the position sought must be current
- 6. No additional criminal convictions or on-going investigations during the 24 month period or at the time of application

In order to be considered for re-hire, there must be an entry level Firefighter position available. If the individual does not meet the criteria within the 24 months and/or no position is available then the opportunity for re-hire shall be invalidated. However, an individual may be eligible to submit an application and take part in the next testing cycle after 24 months as long as all of the above criteria have been met.

A person deemed eligible for re-hire may be appointed to an open entry level position before a person on a current eligibility list.

## **J203.5 DUI SECOND CHANCE**

Created/Revised: 00/00/2016 Created/Revised: 00/00/2016 Reviewed: 03/22/2016



An employee that has been re-hired and is charged with a subsequent DUI will be terminated and will not be eligible for re-hire.

A newly hired probationary employee who is terminated for a misdemeanor alcohol related DUI offense is not eligible for rehire under this policy.

## J212 RESERVE AUXILIARY STAFFING

Created/Revised: 06/14/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

#### I. PURPOSE

The purpose of this policy is to maintain minimum staffing levels. Reserve members of participating agencies may be used to fill in for vacancies at the firefighter level within any of the participating agencies.

#### II. SCOPE

This policy applies to all Reserve Firefighters.

## III. POLICY

In order to be eligible for Reserve Auxiliary Staffing, Reserve Firefighters shall complete the "Auxiliary Staffing Task Book" and the "Driving Apparatus Task Book" certifications.

In order to be eligible for Reserve Auxiliary Staffing, Reserve Firefighters shall obtain a State of Arizona EMT certification.

Working auxiliary staffing shifts during each quarter for either participating agency will count towards the mandatory ride-along requirements.

#### Reserve use:

## Reserves in good standing

- Can do ride-alongs.
- Can attend drills.
- Can respond to calls (drive the utility, water tenders, and patrols).
- Can respond directly to calls if in the area and not passing a needed reserve apparatus to do so.

## Reserves in good standing and auxiliary staffing qualified

- Must have valid Arizona EMT Certification
- Can be utilized for auxiliary staffing for firefighter positions.
- Can be utilized to staff water tenders or patrols during severity staffing.

## Reserves in good standing / missing their physical training (PT) monitoring

- If PT monitoring is missed, reserves must reschedule within 30 days with the peer fitness coordinator. Refer to Fitness Evaluation Program (PT Monitoring) Policy.
- Failure to successfully complete PT monitoring within 45 days will result in suspension lasting until the next regular scheduled PT testing.

## J212 RESERVE AUXILIARY STAFFING

Created/Revised: 06/14/2010 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## Reserves in good standing / failing their PT monitoring

• Will follow the re-testing guidelines of the District.

## Reserves not in good standing

- Will not do ride-alongs.
- Will not respond to any incident.
- Will not attend drills (quarterly, MCS, other).
- Will not do aux staffing.
- Will not test for full time positions.

## **Overall Requirements for Interagency Auxiliary Staffing Participation**

## **Physical Monitoring**

Auxiliary staffing members must meet the physical monitoring requirements of the District.

## Eligibility

All members must submit a completed reserve firefighter "Auxiliary Staffing Qualified Task Book" and "Apparatus Driving Task Book" to the Reserve Coordinator. Company officers may certify that the member has completed task book requirements. Final approval of members will rest with the Reserve Coordinator. Reserve Coordinators will consider the recommendations of the company and training officers and any other related factors, such as physical conditioning, practical experience, availability, etc.

In addition the member's battalion chief will evaluate the applicant while they are completing their required ride-alongs, attending drills, or while on calls and shall submit their recommendation in memo form to the Reserve Coordinator.

## Auxiliary Staffing Limitations - Affordable Care Act (ACA)

Regular Reserves are limited to 100 hours per month of auxiliary staffing or ridea-long time.

- Quarterly drills or responses to emergency calls do not count towards the 100 hour monthly limit.
- Reserves are not allowed to participate in the off-District Wildland Program.
- Violations of these limitations will be addressed as per the Discipline Policy.

# J221 FULL TIME FIREFIGHTER PRELIMINARY / PROMOTIONAL / PROBATIONARY REQUIREMENTS

Created/Revised: 06/14/2010 / 00/00/2016

Created/Revised 00/00/2016 Reviewed: 03/22/2016

#### I. PURPOSE

This policy identifies preliminary requirements, promotional testing, and probationary requirements for persons applying for full-time firefighter.

## II. SCOPE

This policy applies to all persons applying for a full-time firefighter promotional position with the District.

## III. POLICY

## **Preliminary Requirements for Firefighter**

- Possess a valid State of Arizona Driver's License and maintain a driving record that supports insurability with District's insurer
- Current National Registry or Arizona DHS EMT/CEP Certification
- No felony (within previous 10 years) or misdemeanor (within previous 3 years) convictions involving moral turpitude
- Arizona State Firefighter I and II Certification, or equivalent
- Current (1 year) CPAT card

## **Promotion and Testing Requirements for Firefighter**

Successful completion of District testing process, which includes:

- Written exam
- Oral review board

The following point values will be used for each phase of the testing and will govern the placement on eligibility lists. See SOG for Assessment Center scoring detail.

## **Examination Phases**

Written exam 50 points Oral review board 50 points

## **Additional Credit**

A maximum of 5.0 points may be accumulated with additional points.

## Military Experience

Two points will be awarded to anyone with a discharge under honorable condition from any United States recognized military service branch.

# J221 FULL TIME FIREFIGHTER PRELIMINARY / PROMOTIONAL / PROBATIONARY REQUIREMENTS

Created/Revised: 06/14/2010 / 00/00/2016

Created/Revised 00/00/2016 Reviewed: 03/22/2016

#### Fire Science Credits

Credit of 0.1 point will be awarded for 3 credit hours received with a minimum grade of "C." A maximum of 1.0 point will be awarded for fire science credits, if not receiving college degree credit.

## **Medical Certifications**

Point 2.0 will be awarded for Arizona medical certification as CEP.

## College Degree Credit

An Associate's Degree will receive a total of 2.0 points.

A Bachelor's Degree will receive a total of 4.0 points.

All college level credits must be from an accredited educational institution.

## Other Certifications

Point 0.1 will be awarded for each of the following certifications: TRT or Hazardous Materials Technician; Wildland FF Type 1.

## **Eligibility List**

An eligibility list will be established and promotions will be made as needed.

## **Probationary Requirements for Firefighter**

- Successfully complete probationary training packet.
- Pass final probationary written exam and oral review board.
- Maintain National Registry or Arizona DHS EMT/CEP Certification.
- Obtain Basic Wildland Firefighting Certification.

# J222 ENGINEER PRELIMINARY / PROMOTIONAL / PROBATIONARY REQUIREMENTS

Created/Revised: 06/14/2010 / 00/00/2016

<u>Created/Revised: 00/00/2016</u> Reviewed: 03/22/2016

#### I. PURPOSE

This policy identifies preliminary requirements, promotional, testing and probationary requirements for persons applying for full-time engineer.

## II. SCOPE

This policy applies to all persons applying for a full-time engineer promotional position with the District.

## III. POLICY

## **Preliminary Requirements for Engineer**

- Two years of uninterrupted service with the District as a full-time firefighter.
- Current Arizona DHS EMT Certification.
- No felony (within previous 10 years) or misdemeanor (within previous 3 years) convictions involving moral turpitude.

## **Promotion and Testing Requirements for Engineer**

Successful completion of each phase of the District testing process, which includes:

- Written exam
- Assessment Center
- Oral review board

The following point values will be used for each phase of the testing and will govern the placement on eligibility lists. See Engineer Testing SOG #120 for Assessment Center scoring detail.

#### **Examination Phases**

Written exam 30 points Assessment Center 40 points Oral review board 30 points

#### **Additional Credit**

A maximum of 5.0 points may be accumulated with additional points.

## Fire Science Credits

Credit of 0.1 point will be awarded for 3 credit hours received with a minimum grade of "C." A maximum of 1.0 point will be awarded for fire science credits, if not receiving college degree credit.

# J222 ENGINEER PRELIMINARY / PROMOTIONAL / PROBATIONARY REQUIREMENTS

Created/Revised: 06/14/2010 / 00/00/2016

<u>Created/Revised: 00/00/2016</u> Reviewed: 03/22/2016

## Wildland Training Credits

Credit of 0.1 point will be awarded for each class required for engine boss. The class list below will be reviewed by staff and amended as needed. A certificate of completion will be required for each class to obtain credit. A maximum of 0.8 points will be awarded for these classes.

S-211 Portable Fire Pumps

S-212 Wildland Power Saws

S-215 Operations in the Urban Interface

S-230 Engine Boss

S-234 Fire Boss

S-260 Fire Business Management

S-270 Air Operations

S-290 Intermediate Fire Behavior

## **Medical Certifications**

Point 2.0 will be awarded for Arizona medical certification as CEP.

## College Degree Credit

An Associate's Degree will receive a total of 2.0 points.

A Bachelor's Degree will receive a total of 4.0 points.

All college level credits must be from an accredited educational institution.

## **Eligibility List**

An eligibility list will be established and promotions will be made as needed.

## **Probationary Requirements for Engineer**

FOLLOW SOG SUCCESSION PLAN

#### J610 PERFORMANCE EVALUATIONS

Created/Revised: 12/07/2007 / 00/00/2015

Created/Revised: 00/00/2015 Reviewed: 03/22/2016



#### I. PURPOSE

To provide a process by which the job performance of each member is appraised for the purposes of individual and organizational development and career advancement.

## II. SCOPE

This policy applies to the performance review of all members with the exception of the Fire Chief.

## III. POLICY

## **Evaluation Periods**

New members and newly promoted members shall be evaluated on a quarterly basis as determined by their hire/promotion date for their initial probationary year. Members shall be evaluated annually thereafter.

Members who have reached longevity will continue to be evaluated annually as determined by their date of longevity eligibility.

## **Special Evaluation Periods**

Any member may be placed on special evaluation at the discretion of the member's supervisor, or a chief officer, with the approval of the Fire Chief.

Special evaluations shall be administered monthly or as determined by the supervisor and the Fire Chief.

All employees being promoted will receive an evaluation before being promoted.

## **Administration of Evaluations**

Administration of the evaluations is the responsibility of the immediate supervisor.

A draft of the evaluation, prior to delivering evaluation to employee, will be sent to immediate supervisor. Upon approval by immediate supervisor, the evaluation will be returned to the first supervisor.

First line supervisor (evaluator)→ Immediate supervisor Immediate supervisor → First line supervisor

Supervisors should deliver and forward all evaluations within seven days before the required evaluation date.

#### **J610 PERFORMANCE EVALUATIONS**

Created/Revised: 12/07/2007 / 00/00/2015

Created/Revised: 00/00/2015 Reviewed: 03/22/2016



Supervisors should provide the employee being evaluated with the preappraisal sheet approximately four (4) weeks before the evaluation date.

Intermediate-level supervisors and division heads shall take action on each performance evaluation within two working days of receipt.

## **Step Increases**

#### Qualifications

An overall evaluation rating of 2.0 (progressing) for probationary employees must be achieved at the annual evaluation to receive a merit increase. All non-probationary employees must receive an overall evaluation rating above 2.5 on the annual evaluation to receive a step increase. A rating of 1.0 in any category of the evaluation will result in ineligibility for a step increase, regardless of overall evaluation rating.

By signing the evaluation, intermediate supervisors shall indicate their recommendation of the merit raise to the Fire Chief.

## **Approval**

The Fire Chief shall approve all funds for pay increases based on the Fire District budget allocations.

Chief Officers shall approve merit increases for employees within their areas of responsibility.

## Frequency

Members may receive a maximum of a one-step increase per evaluation. Merit increases will be effective the first day of the next pay period following the member's evaluation date.

CYFD reserve firefighter merit increases are based on three-year increments of service.

Years of Service	Eligible Pay Step
1-3	Step 1
4-6	Step 2
7-9	Step 3
10-12	Step 4
13-15	Step 5
16-18	Step 6
19-21	Step 7

## **J610 PERFORMANCE EVALUATIONS**

Created/Revised: 12/07/2007 / 00/00/2015

Created/Revised: 00/00/2015 Reviewed: 03/22/2016



Evaluations for all positions shall be administered on approved forms.

National Fire Protection Association (NFPA) Standards of Professional Qualifications and the adopted job descriptions shall be used as the <u>initial</u> guideline for performance determination as follows:

NFPA 1001 Chapter 3 - Fire Fighter I: for firefighter positions NFPA 1002 Chapter 2 & 3: for engineer positions

NFPA 1021 Chapter 2 - Fire Officer I: for company officer positions NFPA 1031 Chapter 4 - Fire Inspector I: for fire prevention positions for chief officer positions



EMPLOYEE SELF-EVALUATION WORKSHEET – Administrative / Support Services

EMPLOYEE:	DUE DATE:
PERFORMANCE RESULTS:	
evaluation? Explain those accorperformance factors: Professiona	r most significant accomplishments since your last performance implishments including their outcome as they relate to the following al Knowledge, Quality of Work, Sense of Ownership, Customer itiative/Goals, Teamwork, and Leadership and Management (for

	What were your greatest challenges since your last performance evaluation?
3.	What are your priorities for professional development? What can the department do to support you?

<ul> <li>What new challenges or goals (job-relate rating period?</li> </ul>	d and career) would you like to pursue if	Title upcoming
<u> </u>		
. Are there any other items you wish to dis	cuss?	
MPLOYEE SIGNATURE	DATE	



ADMINISTRATIVE / SUPPORT SERVICES PERFORMANCE EVALUATION FORM

Employee's Name Title/Rank: Division: Supervisor's Nam			Date of Report:  Present Salary Range / Step:			
Review Period:						
	Annual Ro		,	Other 🗌		
	All Employees	Peri	ormance Factors			
1. Professional K		7	7. Teamwork			
2. Quality of Wo		,	· I carry offi			
3. Sense of Own			Supe	ervisors	Only	
4. Customer Serv		8	3. Leadership and Managen		- 0	
5. Interpersonal	Skills		1 0			
6. Initiative / Go	als					
		Per	formance Traits			
1.0 - Below standards and not progressing 2.0 - Does not yet meet all 3.0 standards but is progressing 3.0 - Meets all 3.0 standards 4.0 - Exceeds most 3.0 standards 5.0 - Greatly exceeds all 3.0 standards						
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards	
PROFESSIONAL KNOWLEDGE: Technical knowledge and practical application.	-Marginal knowledge of positi and required skillsUnable to apply knowledge to solve routine problems.		- Strong working knowledge of position and required skills Reliably applies knowledge to accomplish tasks.		-Recognized expert in position. Sought out by others for technical knowledgeUses knowledge to solve complex problems.	
Supervisor Comments fo	Supervisor Comments for Professional Knowledge:					

PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards	
QUALITY OF WORK: Standard of work; value of end product.	-Needs excessive supervisionProduct frequently needs rework due to errors.		Needs little supervision     Produces quality work on time with few errors.     Reliable / Dependable		-Needs no supervisionWork quality is exceptional.	
Supervisor Comments fo	or Quality of Work:					
SENSE OF OWNERSHIP: Contributing to growth, development, and health of the District. Adherence to District values.	-Undermines organizational effortsUnwilling to take any responsibility for work environmentIs wasteful of resourcesShows a disregard for District values.		- Supports organizational goals and direction.  - Takes a responsible role in decision making and implementation where appropriate.  - Values a positive problem solving atmosphere  - Uses resources efficiently  - Adheres to District values		-Takes an active role in developing Organizational goals and direction. Looks for new ways to improve resource use. -Models District values.	
Supervisor Comments for	or Sense of Ownership:					
CUSTOMER SERVICE: Delivery of Fire District service to the community and District personnel	-Poor response to customer concerns and inquires. -Fails to understand personal role in delivering customer service.		-Promptly responds to customer concerns and inquiresUnderstands that customers can be both internal and external.		-Actions demonstrates a strong belief that customer needs come firstSolicits customer feedback in an effort to improve service.	
Supervisor Comments fo	or Customer Service:			l		
INTERPERSONAL SKILLS: Conduct, communication, appearance	- Poor self-control - Inadequate communicator Consistently unsatisfactory appearance.		<ul> <li>Maintains a constant temperament.</li> <li>Clear, timely communicator.</li> <li>Maintains a professional personal appearance.</li> </ul>		-Model of good conductExceptional communicator through verbal and written mediums.	
Supervisor Comments for	or Interpersonal Skills:					
INITIATIVE / GOALS: Motivation, responsibility, view towards new ideas	-Needs prodding to accomplish goals Unwilling to consider new methods or approaches Avoids responsibility.		-Productive and motivated Willing to take prudent risks to improve procedures or results Accepts appropriate responsibility.		-Energetic self-starter. Completes Goals early and/or with better than expected results. -Seeks extra responsibility and takes on difficult jobs.	
Supervisor Comments for	or Initiative/Goals:					
TEAMWORK: Contributions to teambuilding and team results	- Unwilling to work with others, puts self above the team Creates or escalates conflict - Fails to understand team goals or teamwork techniques - Does not take direction well.		-Meets commitments to the team and reinforces others' efforts Addresses conflicts or disagreements directly, professionally, and through acceptable channels Accepts and offers team direction Willingly shares information, ideas, and resources Encourages partnerships with other agencies and community groups.		-Team Builder. Inspires cooperationResolves conflicts directly, quickly, and completelyExceptional at accepting and offering team directionTeamwork efforts extend to all agencies, co-workers, and community members.	
Committee Commit						
Supervisor Comments for Teamwork:						

LEADERSHIP and MANAGEMENT: Organizing, motivating, and developing others to accomplish goals  For Supervisors only	- Neglects growth / development or welfare of subordinates - Fails to organize, creates problems for subordinates - Does not set or achieve goals relevant to command mission and vision - Lacks ability to cope with or tolerate stress.		-Effectively stimulates growth / development in subordinates Organizes successfully - Sets / achieves useful, realistic goals - Performs well in stressful situations.		-Inspiring motivator and trainer for subordinatesSuperb organizer, great foresight, develops process improvements and efficienciesLeadership dramatically furthers command mission and vision -Perseveres through tough challengesConstantly improves the personal and
					professional lives of others.
Supervisor Comments for	r Leadership and Management:				
		Individ	ual Trait Average		
		Super	visor's Comments		
*411.1.0 5.0					
*All 1.0 an 3.0 marks n	usi de substantialea in ints section.	ıj ine evaiuati	ion contains 3 or more 2.0 marks, commer	us are aiso i	requirea.
	_		_		_
Employee has mo			s NOT met assigned goals   I Setting Worksheets to this evalu		continued / reassigned

Qualifications/Achievements – Education, awards, community involvement	t, etc, during this period
<b>Employee Comments</b>	
I have reviewed this evaluation and have discussed the contents with my supervise that I have been advised of my performance and does not necessarily imply that I evaluation. My comments are noted above.	
Employee Signature	Date
Supervisor's Signature	Date
Supervisor's Supervisor (Reviewer) Signature	Date



EMPLOYEE SELF-EVALUATION WORKSHEET - Operations

EN	EMPLOYEE: DUE D	ATE:
PE	PERFORMANCE RESULTS:	
1.		olishments since your last performance
	evaluation? Explain those accomplishments including the performance factors: Professional Knowledge, Physical F Ownership, Customer Service, Interpersonal Skills, Initia Management (supervisors only).	eir outcome as they relate to the following Fitness, Quality of Work, Sense of
	•	

2.	What were your greatest challenges since your last performance evaluation?
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3.	What are your priorities for professional development? What can the department do to support you?
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Are there any other items you wish to discuss?
Are there any other items you wish to discuss:
MPLOYEE SIGNATURE DATE



OPERATIONS PERFORMANCE EVALUATION FORM

Title/Rank: Division: Supervisor's Nam Review Period:		Date of Report: Present Salary Range / Step:				
	Annual Revio	_	, <u> </u>	Other 🗌		
		Perf	ormance Factors			
	All Employees		7 1 '.' .' / 1			
1. Professional K			7. Initiative / Goals 3. Teamwork			
2. Physical Fitne 3. Quality of Wo			S. Teamwork			
4. Sense of Own			Sun	ervisors	Only	
5. Customer Serv	1	(	9. Leadership and Managen		Omy	
6. Interpersonal			. Leadership and Managen	TOTIC		
		I				
		Per	formance Traits			
2.0 - Does not yet 3.0 - Meets all 3.0 4.0 - Exceeds mos		5				
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards	
PROFESSIONAL KNOWLEDGE: Technical knowledge and practical application.	-Marginal knowledge of position and required skillsUnable to apply knowledge to solve routine problems.		- Strong working knowledge of position and required skills Reliably applies knowledge to accomplish tasks.		-Recognized expert in position. Sought out by others for technical knowledgeUses knowledge to solve complex problems.	
Supervisor Comments fo	r Professional Knowledge:	I	ı	1		

PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
PHYSICAL FITNESS: Ability to meet physical standards of the job.	-Performs at a Tier 4 on cardiovascular test regularly -Does not exhibit a commitment to physical fitness.		Performs at a Tier 2on cardiovascular test.     Displays a regular commitment to physical fitness.		-Always Performs at Tier 1 on cardiovascular testExceeds other measurement standards -Shows exceptional commitment to physical fitnessIs an example and motivator for others in this area.		
Supervisor Comments for	Supervisor Comments for Physical Fitness:						
QUALITY OF WORK: Standard of work; value of end product.	-Needs excessive supervisionProduct frequently needs rework due to errors.		<ul> <li>Needs little supervision</li> <li>Produces quality work on time with few errors.</li> <li>Reliable / Dependable</li> </ul>		-Needs no supervisionWork quality is exceptional.		
Supervisor Comments for	or Quality of Work:	l					
SENSE OF OWNERSHIP: Contributing to growth, development, and health of the District. Adherence to District values.	-Undermines organizational effortsUnwilling to take any responsibility for work environmentIs wasteful of resourcesShows a disregard for District values.		- Supports organizational goals and direction.  - Takes a responsible role in decision making and implementation where appropriate.  - Values a positive problem solving atmosphere  - Uses resources efficiently  - Adheres to District values		-Takes an active role in developing Organizational goals and direction. -Looks for new ways to improve resource use. -Models District values.		
Supervisor Comments for	or Sense of Ownership:	l		1			
CUSTOMER SERVICE: Delivery of Fire District service to the community and District personnel	-Poor response to customer concerns and inquiresFails to understand personal role in delivering customer service.		-Promptly responds to customer concerns and inquiresUnderstands that customers can be both internal and external.		-Actions demonstrates a strong belief that customer needs come first. -Solicits customer feedback in an effort to improve service.		
Supervisor Comments for Customer Service:							
INTERPERSONAL SKILLS: Conduct, communication, appearance	- Poor self-control - Inadequate communicator Consistently unsatisfactory appearance.		<ul> <li>Maintains a constant temperament.</li> <li>Clear, timely communicator.</li> <li>Maintains a professional personal appearance.</li> </ul>		-Model of good conductExceptional communicator through verbal and written mediums.		
Supervisor Comments for Interpersonal Skills:							
INITIATIVE / GOALS: Motivation, responsibility, view towards new ideas	-Needs prodding to accomplish goals Unwilling to consider new methods or approaches Avoids responsibility.		-Productive and motivated Willing to take prudent risks to improve procedures or results Accepts appropriate responsibility.		-Energetic self-starter. Completes Goals early and/or with better than expected results. -Seeks extra responsibility and takes on difficult jobs.		
Supervisor Comments for Initiative/Goals:							

TEAMWORK: Contributions to teambuilding and team results	- Unwilling to work with others, puts self above the team Creates or escalates conflict - Fails to understand team goals or teamwork techniques - Does not take direction well.		-Meets commitments to the team and reinforces others' efforts.  - Addresses conflicts or disagreements directly, professionally, and through acceptable channels.  - Accepts and offers team direction.  - Willingly shares information, ideas, and resources.  - Encourages partnerships with other agencies and community groups.		-Team Builder. Inspires cooperationResolves conflicts directly, quickly, and completelyExceptional at accepting and offering team directionTeamwork efforts extend to all agencies, co-workers, and community members.
Supervisor Comments fo	or Teamwork:				
LEADERSHIP and MANAGEMENT: Organizing, motivating, and developing others to accomplish goals  For Supervisors only	- Neglects growth / development or welfare of subordinates - Fails to organize, creates problems for subordinates - Does not set or achieve goals relevant to command mission and vision - Lacks ability to cope with or tolerate stress.		-Effectively stimulates growth / development in subordinates Organizes successfully - Sets / achieves useful, realistic goals - Performs well in stressful situations.		-Inspiring motivator and trainer for subordinatesSuperb organizer, great foresight, develops process improvements and efficienciesLeadership dramatically furthers command mission and vision -Perseveres through tough challengesConstantly improves the personal and professional lives of others.
Supervisor Comments for Leadership and Management:					
		Individ	ual Trait Average		

## **Supervisor's Comments**

*All 1.0 an 5.0 marks must be substantiated in this section. If the evaluation contains 3 or more 2.0 marks, comments are also required.
Employee has met assigned goals   Employee has NOT met assigned goals   Goals continued / reassigned
(Attach completed Goal Setting Worksheets to this evaluation)
Qualifications/Achievements – Education, awards, community involvement, etc, during this period
<b>Employee Comments</b>

I have reviewed this evaluation and have discussed the content that I have been advised of my performance and does not necest evaluation. My comments are noted above.	• • •
Employee Signature	Date
	<u> </u>
Supervisor's Signature	Date
Supervisor's Supervisor (Reviewer) Signature	Date

#### 340.0 PERFORMANCE REVIEWS

## **See Joint Policy J610 Performance Evaluations**

#### 340.1 PURPOSE

To provide a process by which the job performance of each employee is appraised for the purposes of individual and organizational development and career advancement.

#### 340.2 **SCOPE**

This policy applies to the performance review of all employees, with the exception of the Fire Chief.

#### 340.3 POLICY

The employee performance review process shall be managed to accomplish the following objectives:

- 340.3.1 To provide employees with full and accurate information and feedback concerning their performance.
- 340.3.2 To identify performance elements in which employees do well and those elements that requires improvement. To establish plans to correct performance shortcomings and to establish goals for the upcoming work period.
- 340.3.3 To provide employees with the opportunity to ask questions and/or give comments and feedback regarding their overall employment with the District.
- 340.3.4 To facilitate planning for future training and promotional opportunities.

#### 340.4 GUIDELINES

## 340.4.1 Evaluation Criteria

- 340.4.1.1 All performance evaluations shall be completed on the approved form.
- 340.4.1.2 NFPA standards and CVFD policies, procedures, and directives shall be used as basic guidelines for performance determination.
- 340.4.1.3 Principal considerations within the evaluation may include, but are not limited to: job knowledge, quality and quantity of work, attendance, teamwork, communication, adherence to policies and procedures, ability to execute position responsibilities, etc.

## 340.4.2 Approvals

340.4.2.1 The Fire Chief shall review the performance evaluations.

## 340.5 PROCEDURES FOR PERFORMANCE REVIEW PROCESS

Each supervisor is responsible for conducting performance reviews for each of their assigned subordinate employees.

## **340.5.1 Timing**

## **Evaluations During the Promotional Period**

- 340.5.1.1 All new and newly promoted suppression employees shall receive quarterly performance reviews during the first year so as to ensure that the employee is progressing as expected during the first year promotional period.
- 340.5.1.2 All new and newly promoted **administrative** employees shall receive a written performance evaluation upon completion of three months in the position so as to ensure that the employee is progressing as expected during the first year.
- 340.5.1.3 All new employees shall receive a performance evaluation upon completion of their first year.

#### Other Evaluations

- 340.5.1.4 Beyond the first year, all employees shall receive annual performance evaluations. The performance evaluation process shall be completed by the end of the month prior to the employee's classification date.
- In the event that a supervisor deems performance or conduct to be below standard, he may opt to do a special performance review. This document will outline the performance problem, goals for achieving an acceptable performance level, and the associated timeframes. The review may be used in conjunction with the formal employee evaluation or at any other time the supervisor deems it necessary.
- 340.5.1.5 Performance reviews may also be required in the event of transfer, promotion, demotion or termination.

#### 340.5.2 Performance Review Administration

340.5.2.1 Administration of the reviews is the responsibility of the supervisor. Supervisors shall prepare the review and forward to Battalion Chief for suppression employees or the Fire Chief for administrative or non-shift suppression employees for approval at least 7 days in advance of the required evaluation date.

340.5.2.2 The Fire Chief shall review and grant final approval on each evaluation and return to the supervisor for delivery to the employee.

#### 340.5.3 Performance Review Discussion

The supervisor shall hold a discussion with the employee regarding each performance review. The discussion shall be held at a prearranged time in a private location free from interruptions.

## 340.5.4 Employee Signature

The employee shall be asked to acknowledge receipt of the evaluation by signing the form. Additionally, the employee may provide comments if so desired. If the employee refuses to sign the form, the supervisor shall write in "Employee Refuses to Sign" and initial and date the form.

## 340.5.5 Retention of Performance Evaluations

All evaluations shall be maintained in the employee's central personnel file.

#### J700 STATION MANAGEMENT

Created/Revised: 10/07/2008 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## I. PURPOSE

It is the policy of the District to keep buildings, furnishings and grounds in excellent conditions at all times. The purpose of this section is to provide guidelines for the management and use of this property by all members and visitors.

## II. SCOPE

The Assistant Chief of Planning / Logistics / Facilities Maintenance Director will establish and maintain specific maintenance procedures and programs for all District facilities. All supervisors shall ensure that facilities are used for their intended purposes and maintained in a safe and clean condition.

All members are expected to use all District facilities for their intended purposes in a manner that does not cause damage and/or excessive wear.

#### III. POLICY

## **Buildings**

All identified damage and/or maintenance needs are to be reported through regular channels.

- 1. A memo or e-mail to the Chief Officer and Facilities Maintenance Director to that facility shall be used for all requests for repair and/or recommended maintenance.
- 2. A memo or e-mail shall be completed and forwarded to the appropriate Chief Officer and Facilities Maintenance Director reporting any damage to a District facility.
- 3. All facilities shall be specifically inspected following any unusual situations and/or disasters.

Any lost or missing equipment or damage to a facility is to be reported through regular channels.

Chief Officers are expected to survey their facilities in their Battalion for any damage following unusual situations, severe weather, and/or other disasters.

## **Modification of Buildings**

Any time a building modification is considered, it is the responsibility of the Captain proposing the modification to submit a written request explaining the proposed modification to the Battalion Chief and Facilities Maintenance Director. No modifications will be made to any District facility without the prior approval of the Assistant Chief / Facilities Maintenance Director.

#### J700 STATION MANAGEMENT

Created/Revised: 10/07/2008 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## **Utility Conservation**

The cost of supplying natural gas, water, gasoline, and diesel fuel for daily operations is a significant expense. All members shall endeavor to conserve these resources whenever possible. During the winter months, apparatus room thermostats shall be set at no higher than 55°. Thermostats in living areas should be set no higher than 72° in winter and no lower than 75° in the summer. Lights that are not needed should be turned off and water use should be moderate.

## **Station Flags**

The flag code, adopted by the National Flag Conference, Washington, D.C., shall govern District flag etiquette. The United States flag shall be displayed at fire stations in the prescribed manner.

## **Security of Quarters**

Stations should be maintained in a manner that will allow no one to enter without the knowledge of some member of the company. Doors and gates should be closed whenever practical if the station is left unattended.

District manuals and resource materials shall not be removed from the station to which they were issued without proper authorization and documentation.

Any unidentified and/or suspicious material, package, or substance shall immediately be reported to the appropriate supervisor. Consideration shall be given to the risk of any potential biohazard or other health hazard prior to handling or disposal. Full and appropriate personal protective equipment shall be used. Any suspicious packages shall be left untouched until properly identified. Law enforcement shall be requested when necessary. The area and/or facility shall immediately be evacuated whenever necessary.

## **Orderliness of Quarters**

Members shall keep all clothing and other personal belongings, when not in use, in a locker, closet, or other place provided for this purpose. The locker or closet shall be kept in a neat and orderly condition at all times and the doors kept closed.

District or personal property shall not be placed or hung on the apparatus in such a manner that will be detrimental to the finish or use of the apparatus. Issued items not specifically for an individual member's use will not be kept in a personal locker.

It is very important that our stations and members present a favorable image to all citizens, groups, and other individuals who may visit our District.

## J700 STATION MANAGEMENT

Created/Revised: 10/07/2008 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## **Station Inspections**

Casual station inspections shall be performed daily by the Captain to insure cleanliness of quarters and readiness of equipment.

Chief Officers, at their discretion, may perform formal station inspections upon proper notification of the station to be inspected.

## **Adult Materials**

Adult material in any shape or form and to any degree is prohibited on District property; including members' lockers, vehicles, and computers. The Station Captain is responsible to ensure this type of material is not on District property.

## 239.0 HOUSEKEEPING AND BASIC MAINTENANCE

## See Joint Policy J700 Station Maintenance

## 239.1 PURPOSE

To ensure a clean and safe working environment for all employees while maintaining a positive appearance to the public eye.

## 239.2 **SCOPE**

This policy applies to all employees of the CVFD.

## **239.3 POLICY**

It is the policy of the CVFD to require all District premises to be maintained in a clean and orderly fashion.

## 239.4 GUIDELINES

239.4.1	Every employee is responsible for maintaining the station, as well as contributing to the upkeep of any District facility one enters.
239.4.2	In the station, employees shall keep all clothing and other personal belongings in a locker or closet. Lockers and closets shall be kept neat and orderly. Additionally, employees are highly encouraged to lock their personal belongings.
239.4.3	District or personal property shall not be placed or hung on the apparatus in such a manner that will be detrimental to the finish or use of the apparatus.
239.4.4	Because visitors may enter the stations at any time up to 2000 hours, it is very important that the appearance of the station presents a positive image.
239.4.5	Minor station repairs or maintenance duties shall be carried out by the on-duty crew. Major repairs or maintenance needs shall be reported to the Battalion Chief.
239.4.6	Station inspections shall be conducted daily by the on-duty Captain to insure cleanliness of quarters and readiness of equipment.
239.4.7	Chief Officers may conduct station inspections at any time at their discretion.

## J705 MINIMUM STAFFING

Created/Revised: 10/07/2008 / 00/00/2016

<u>Created/Revised: 00/00/2016</u> Reviewed: 03/22/2016

## I. PURPOSE

The purpose of this policy is to outline the District's expectation regarding the minimum operations staffing levels required on all full-time engines.

## II. SCOPE

This policy applies to all operations members working on an engine staffed and working as full-time.

## III. POLICY

The minimum operations staffing level for all staffed engine / truck companies will be 1 captain or acting captain, 1 engineer or acting engineer, and 1 firefighter. At least 1 member shall be ACLS certified. (Minimum staffing may be adjusted with the approval of the Board of Directors.)

## J715 OPERATIONS DAILY/WEEKLY ROUTINE AND MISCELLANEOUS DUTIES

Created/Revised: 10/09/2006 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

## I. PURPOSE

The purpose of this policy is to provide engine companies with guidelines regarding the daily / weekly duties that shall be completed in order to allow the District to carry out its mission.

## II. SCOPE

This policy applies to all operations members working on a truck company for the District.

## III. POLICY

## **Shift Change**

The time of shift change is recorded as 0800 hours daily for engine / truck company members.

If the Captain has any reason to doubt the ability of a relieving member to perform their duties properly, the Captain shall report this to the on-duty Battalion Chief. The company member involved shall remain at the station until the Battalion Chief gives instructions.

When staffing is below full company strength, the member(s) for whom no relief is present may be detained at the discretion of the Battalion Chief or supervisor.

## **Daily Exchange of Information**

Before going off-duty, members shall acquaint the relief crew with any pertinent information (memos, directives, special instructions, etc.).

#### **Daily Briefing**

Briefing shall be held daily at shift change or at the earliest opportunity during each shift.

Company members will assemble for assignment of daily duties, review of orders and communications received during the time a member was off duty and a brief outline of the schedule for the day. The company officer will inform the company, and otherwise carry out the provisions, of official memorandums and other communications that apply to members of the company.

Upon return to duty, it is the responsibility of the members who have been on leave to review all District correspondence that they have missed.

## **Weekly Routine**

The Captain will schedule the daily cleanup of the station and equipment.

## J715 OPERATIONS DAILY/WEEKLY ROUTINE AND MISCELLANEOUS DUTIES

Created/Revised: 10/09/2006 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

Scheduling of other activities shall be done by the Captain in such a manner as to meet the requirements of the District. Ample provisions should be made for cleaning during the week to insure that the entire station, grounds, and equipment are kept in a state of readiness.

## **Monday through Friday**

Hydrants, inspections
Training, public education
Physical training
Committee meetings
Clean, vacuum, and empty all trash in the building
Daily / weekly truck check per SOG #401

## Saturday

Daily / weekly vehicle check per SOG #401 Physical training

## Sunday

Training
Physical training
Specified cleaning / maintenance per SOG #2101
Daily / weekly truck check per SOG #401

#### **Visitors**

Visitors will be escorted through the station as necessary after their identification and purpose of visit are determined. The desire to view apparatus and quarters is considered a necessary purpose. Visitors are prohibited from operating or utilizing District equipment while visiting the station. Off-duty members should identify themselves unless they are certain they are recognized. No visitors shall be allowed on District property after 2100, unless authorized by senior staff."

Under ordinary circumstances, the following persons should not be restricted from quarters:

- The family of a member on duty at the station.
- Tradesmen making deliveries or performing required services.
- Public members, particularly police officers, entering in connection with their duties.
- Boy Scouts who are working toward their fire safety merit badge, first aid training, etc.
- Children who wish to view apparatus and quarters when accompanied by an adult
- Members of the organization.

## J715 OPERATIONS DAILY/WEEKLY ROUTINE AND MISCELLANEOUS DUTIES

Created/Revised: 10/09/2006 / 00/00/2016

Created/Revised: 00/00/2016 Reviewed: 03/22/2016

• Any other individual or group needing information or training.

## **Purchasing**

Routine maintenance items for existing building or grounds may be purchased according to the District's purchasing policy.

## **Pay Day**

Pay days occur every other Tuesday by direct deposit.