

## NOTICE OF MEETING

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, June 21, 2016 at 6:00 p.m. The meeting will be held at Chino Valley Fire District, Administration Classroom, 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.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

2. PLEDGE OF ALLEGIANCE

3. PRESENTATIONS

A. The Compass

4. PUBLIC HEARING FISCAL YEAR 2016-2017 BUDGET

5. PUBLIC HEARING 2012 INTERNATIONAL FIRE CODE AMENDMENTS

6. CALL TO THE PUBLIC

Those wishing to address the Central Yavapai 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 the staff to review the matter or the matter may be placed on a future agenda.

7. CONSENT AGENDA

All matters listed under Consent Agenda are considered to be routine by the Central Yavapai 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 May 17, 2016
- B. Approve Executive Session Minutes of May 17, 2016
- C. Approve General Fund Financial Statements
- D. Approve Bond Debt Service Financial Statements

8. CORRESPONDENCE

A. Letters from the Public

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

9. OLD BUSINESS

A. Discussion Regarding Chino Valley Fire District Bonds

10. NEW BUSINESS

- A. Approve Resolution 2016- and Fiscal Year 2016-2017 Final Budget
- B. Approve Fiscal Certification Fiscal Year 2016-2017 Budget
- C. Approve Fiscal Year 2016-2017 Bond Repayment Tax Rate
- D. Discussion and Possible Approval of Capital Reserve Fund Transfer to CAFMA in the Amount of \$2,576,517.78 to be Completed Prior to June 30, 2016
- E. Approve 2012 International Fire Code Amendments and Resolution 2016-02
- F. Approve Resolution 2016-03 and Single Owner Annexation 16 W. Big Chino Road, Paulden - Parcel #304-06-102A.

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If any disabled person needs any type of accommodation, please notify  
Central Yavapai Fire District at (928) 772-7711 prior to the scheduled meeting time.



- G. Approve Resolution 2016-04 and Single Owner Annexation 320 E Verde Ranch Rd, Paulden – Parcel # 304-01-055B
- H. Approve J615 Investigation Policy; Approve Joint Policies Effective July 1, 2016: J407 Retirement and Deferred Compensation Benefits, J408 Insurance and Related Benefits

11. ADJOURNMENT



TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: CONSENT AGENDA

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*Suggested Motion:*

***Approve Consent Agenda items A through D***

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

CHINO VALLEY FIRE DISTRICT  
FIRE BOARD  
REGULAR SESSION

May 17, 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, May 17, 2016 at 5:54 p.m. at the Town of Prescott Valley, Library Auditorium, 7401 E. Civic Circle, Prescott Valley, Arizona.

Members Present: Board Chairperson Cyndy Ducote, Board Clerk Dave Dobbs, Board Members Julie Pettit, Travis Bard, and Dave McConnell

Members Absent: None

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

Others in Attendance: Attorney Nick Cornelius

2. PLEDGE OF ALLEGIANCE

Chairperson Ducote led the recitation of the Pledge of Allegiance.

3. CALL TO THE PUBLIC

Chairperson Ducote opened the meeting for public comment.

There were no comments from the public.

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 April 6, 2016 Special Session Minutes of Central Yavapai Fire District, Chino Valley Fire District, and Central Arizona Fire and Medical Authority Board Meeting
- B. Approve Regular Session Minutes - April 19, 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 Agreements - Buckley, Burton
- G. Discussion and Approve Cooperative Intergovernmental Agreement with Arizona State Forestry Division

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

AYES: Bard, Dobbs, Ducote, McConnell, Pettit  
NAYS: None

## 5. CORRESPONDENCE

- A. Letters from the Public

Chief Freitag mentioned a thank you letter that we received for his participation in a career day at Glassford Hill Middle School.

- 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 Senate Bill 1244 passed with an emergency clause, and the Governor signed it into law. This bill provides for wildland prompt pay. It allows fire districts to maintain their fire district assistance tax (FDAT) when merging or consolidating. It also provides a one-time override provision that can be used November 2016 or November 2017 to increase their maximum tax rate by \$.25 for only five years maximum. This is a short-term fix while the State works on correcting revenue issues that fire districts are experiencing. Chief Freitag explained that he does not believe Chino Valley is in a position that requires asking for this override. He pointed out that when fire districts are represented at the State level, things can be accomplished.

Chief Freitag mentioned that the Fire Authority is on track, and finance is preparing to run a mock payroll to minimize any errors on the first payroll.

Chief Freitag mentioned that a Chino resident has contacted him several times, and the resident has also spoken with Attorney Cornelius. The resident wanted to measure and photograph the administrative building, and he wanted to decide for the Board if Central should purchase the property. He was advised that his concerns would be best addressed during the Call to the Public portion of the Board meeting, and he is welcome to address the Board. He could also submit a letter to the Board and the Board could respond in writing.

Attorney Cornelius strongly recommended that any public issue should be properly addressed before the Fire Board. The Board may direct staff to place the item on a future agenda. He explained that the Fire District facilities are open to the public, but are not to be disrupted. They are public facilities, but are not for public use and access. It is

inappropriate to take pictures of staff. It is a structure, and the plans are part of public record and can be obtained.

## 6. OLD BUSINESS

### A. Discussion and Possible Action Regarding Chino Valley Fire District Bonds

Chief Freitag stated that the Board has already approved the bonds via resolution and provided staff direction. He explained that we received responses from NBH Bank, Capital One, BBVA, and NB Arizona Public Financial Services. He stated that Capital One was selected.

NBH Bank had a 2.51% rate; however, the rate floated until 10 days prior to locking in the rate. That rate went above the 2.65% rate from Capital One that was locked in immediately.

BBVA's rate was 2.70% and could float. The fourth option with NB Arizona was a hybrid similar to an ARM with floating rates.

Chief Freitag stated that Capital One is the preferred lender with a fixed rate of 2.65%. Chief Freitag gave Chief Tharp credit for asking Stifel to run the fiscal analysis at 3.25%; these rates are better than the analysis.

Chief Freitag explained that we projected we could keep the bond rate at \$.42 at 3.25% with zero growth. With these rates, our projections are that the bond debt service rate will come down over time with refinancing the current bonds and issuing \$1.5 mil new bonds to replace vehicles and make some station upgrades. We just completed our due diligence call with Stifel, Capital One, and the underwriters on Monday and received confirmation that our credit has been approved. We will close on the bonds on June 8, 2016. We will need a signature from Board Chair and Clerk as previously approved. Chief Freitag stated that the bond is better than anticipated.

Chief Freitag stated there is no Board direction required on this item.

## 7. NEW BUSINESS

### A. Discussion and Approval to Purchase Portable Radios

Chief Freitag asked that this item be removed from the agenda as Legal Counsel is working through contract issues with Motorola.

Attorney Cornelius stated that this item may require a special meeting due to time constraints to take advantage of exceptional pricing.

### B. Discussion and Possible Action Regarding to Station 64, 238 N. State Route 89

Chief Freitag asked for the Board's direction on this item. This property is currently being leased, and the tenant has the first right of refusal. Chief Freitag asked if staff could talk with the tenant to determine their interest in the property.

Board consensus was for Chief to speak with the tenant and other interested parties.

C. Discussion and Possible Approval of Tentative Fiscal Year 2016-2017 Budget

Chief Freitag explained that the CAFMA budget is presented for comparison only; the Chino Valley budget needs approval. He mentioned that the election expenses have increased from \$5,000 to \$16,000. Central Yavapai's was increased from \$25,000 to \$75,000 due to the Election Department no longer receiving funding from the State. Chino Valley will only need to expend those funds if there are more candidates than vacant Board positions. There are some changes to the CAFMA budget which include the Prescott Regional Communications Center (PRCC) increase of \$23,000 and the Fire Chief's salary. The administrative building was added for bookkeeping purposes and there were some costs for CAFMA after July 1. These changes did not change the Chino Valley budget.

Chief Tharp mentioned that once the tentative budget is approved, it cannot be increased.

Board Member Pettit stated that CAFMA has received an increase of \$50,000 from PRCC, and there is not cap in the contract. If there are additional costs, we can be billed.

Board Chair Ducote asked when the contract can be reviewed.

Chief Freitag explained that Prescott Valley Police Department notified us of the increase; we called them when we noticed that last increase. We are concerned that the bills keep increasing, but the only recourse we have is the Prescott City Manager or Prescott City Council. We will have legal counsel review the agreement and speak with the other parties as to not miss a window to re-negotiate.

Attorney Cornelius mentioned that there was a meeting with Prescott City Manager McConnell prior to Chief Freitag's tenure regarding several matters; this agreement was not written in the best interest of all partners.

The current PRCC members include: Prescott Valley Police Department, Central Yavapai and Chino Valley Fire Districts, Prescott Police, Prescott Fire, Groom Creek, Walker, and Tribal Police. Mayer Fire District is trying to re-enter. Williamson Valley Fire has given 365 days' notice to cancel their contract.

Chief Freitag mentioned that Chief Polacek is the Fire Liaison and gives us more of a voice. We were not given an explanation of what transpired when we received the increased budget. A representative from Prescott Valley Police Department provided us with an explanation to the increase.

Board Member Pettit asked if there was recourse for the members to ask for a fiscal audit and management review. Attorney Cornelius stated that does not appear in the contract. There is language that prevents from recovering attorney's fees and costs.

Board Member Bard made a motion to approve the 2016-2017 Budget for \$3,899,599. Board Member Pettit seconded the motion. MOTION CARRIED

AYES: Bard, Dobbs, Ducote, McConnell, Pettit  
NAYS: None

D. Approve Amendment to Joint Policy J121 Policy Committee; Approve New Joint Policies J241 Temporary Appointment, J403 Leave Benefits; Remove Policy 350 Demotions Previously Replaced by Policy J243 Demotions

Chief Freitag explained that the Demotions Policy was previously approved as a joint policy. Policy J121 has a basic update and J241 Temporary Appointment is a new joint policy. Policy J403 Leave Benefits has been extensively revised.

Board Member Pettit made a motion to approve the amendments to joint policy J121 Policy Committee, approve new joint policy J241 Temporary Appointment, J403 Leave Benefits, and to remove policy 350 Demotions previously replaced by policy J243 Demotions. Board Member Bard seconded the motion. MOTION CARRIED

AYES: Bard, Dobbs, Ducote, McConnell, Pettit  
NAYS: None

E. Discussion and Possible Action Regarding Board Meeting Times

Chief Freitag explained that the CAFMA meeting will be the longer meeting with the Central Yavapai and Chino Valley meetings smaller at about 30 minutes. The previous Boards discussed changing times, and they were informed of the conflict with Chair Ducote's schedule. He mentioned that we can utilize Prescott Valley's facilities on Tuesdays. The other Boards suggested that Central Yavapai's meeting begin at 4:00 p.m., CAFMA's at 4:30 p.m., and Chino's at 6:00 p.m. He asked for the Board's direction.

Chief Freitag confirmed that the Board was in agreement with the June meeting schedule of Central Yavapai beginning at 2:00 p.m., CAFMA at 3:30 p.m., and the Chino meeting beginning at 6:00 p.m. The June meetings will be held in Chino Valley.



The July meetings will be: Central Yavapai at 4:00 p.m., CAFMA at 4:30 p.m. and Chino at 6:00 p.m.

8. ADJOURNMENT

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

AYES: Bard, Dobbs, Ducote, McConnell, Pettit

NAYS: None

Chairperson Ducote adjourned the meeting at 6:41 p.m.

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Date

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Dave Dobbs, Board Clerk

6/8/16  
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**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2016 Through 5/31/2016

Fund: (10) General Fund

|                                          | Account     | Actual              | Current Period<br>Budget | Variance            | %            | Actual                | Year To Date<br>Budget | Variance            | %            |
|------------------------------------------|-------------|---------------------|--------------------------|---------------------|--------------|-----------------------|------------------------|---------------------|--------------|
| <b><u>Revenues</u></b>                   |             |                     |                          |                     |              |                       |                        |                     |              |
| Real Estate Tax                          | 10400000000 | \$119,934.71        | \$0.00                   | \$119,934.71        | 0.0 %        | \$3,340,446.76        | \$3,411,431.00         | \$(70,984.24)       | (2.1)%       |
| Fire Protection Contracts                | 10400100000 | 563.62              | 0.00                     | 563.62              | 0.0          | 71,973.55             | 59,000.00              | 12,973.55           | 22.0         |
| 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 | 5,221.47            | 0.00                     | 5,221.47            | 0.0          | 88,692.58             | 69,621.00              | 19,071.58           | 27.4         |
| Fire District Assistance Tax             | 10420000000 | 51,376.26           | 0.00                     | 51,376.26           | 0.0          | 309,129.62            | 313,900.00             | (4,770.38)          | (1.5)        |
| State of AZ/Off-District Fires           | 10480000000 | 0.00                | 0.00                     | 0.00                | 0.0          | 454,308.60            | 150,000.00             | 304,308.60          | 202.9        |
| Interest Income-General Fund             | 10490000000 | 334.54              | 0.00                     | 334.54              | 0.0          | 10,093.31             | 6,000.00               | 4,093.31            | 68.2         |
| 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 | 5,221.18            | 0.00                     | 5,221.18            | 0.0          | 7,875.20              | 0.00                   | 7,875.20            | 0.0          |
| CYFD JMA Expense Reimbursement           | 10511300000 | 0.00                | 0.00                     | 0.00                | 0.0          | 10,000.00             | 10,000.00              | 0.00                | 0.0          |
| Station 61 lease                         | 10551000000 | 0.00                | 0.00                     | 0.00                | 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          | 6,732.00              | 7,200.00               | (468.00)            | (6.5)        |
| CYFD Training Center Classes             | 10590000000 | 0.00                | 0.00                     | 0.00                | 0.0          | 15,500.00             | 0.00                   | 15,500.00           | 0.0          |
| <b>Net Revenues</b>                      |             | <b>\$183,263.78</b> | <b>\$0.00</b>            | <b>\$183,263.78</b> | <b>0.0 %</b> | <b>\$4,341,193.62</b> | <b>\$4,029,152.00</b>  | <b>\$312,041.62</b> | <b>7.7 %</b> |
| <b><u>Program Expenses</u></b>           |             |                     |                          |                     |              |                       |                        |                     |              |
| Salaries/Admin                           | 10610010000 | \$14,999.62         | \$0.00                   | \$(14,999.62)       | 0.0 %        | \$145,756.48          | \$202,849.00           | \$57,092.52         | 28.1 %       |
| Salaries/Operations                      | 10610030000 | 136,184.28          | 0.00                     | (136,184.28)        | 0.0          | 1,795,378.85          | 1,976,505.00           | 181,126.15          | 9.2          |
| 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 | 1,750.00            | 0.00                     | (1,750.00)          | 0.0          | 22,453.75             | 0.00                   | (22,453.75)         | 0.0          |
| Vacation/ Sick Leave Buy Back            | 10610530000 | 0.00                | 0.00                     | 0.00                | 0.0          | 65,283.50             | 25,000.00              | (40,283.50)         | (161.1)      |
| 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 | 9,960.84            | 0.00                     | (9,960.84)          | 0.0          | 125,521.56            | 45,142.00              | (80,379.56)         | (178.1)      |
| Shift O.T./Admin                         | 10611210000 | 116.91              | 0.00                     | (116.91)            | 0.0          | 168.83                | 0.00                   | (168.83)            | 0.0          |
| Shift O.T./Operations                    | 10611230000 | 11,698.15           | 0.00                     | (11,698.15)         | 0.0          | 86,228.21             | 50,000.00              | (36,228.21)         | (72.5)       |
| Off District Wildland Fires              | 10611431000 | 1,476.60            | 0.00                     | (1,476.60)          | 0.0          | 216,933.87            | 120,000.00             | (96,933.87)         | (80.8)       |
| Training Captain OT                      | 10611535000 | 0.00                | 0.00                     | 0.00                | 0.0          | 135.87                | 0.00                   | (135.87)            | 0.0          |
| ASRS Retirement                          | 10612910000 | 659.21              | 0.00                     | (659.21)            | 0.0          | 6,188.27              | 9,297.00               | 3,108.73            | 33.4         |
| PSPRS Retirement                         | 10613030000 | 31,858.16           | 0.00                     | (31,858.16)         | 0.0          | 383,307.62            | 443,058.00             | 59,750.38           | 13.5         |
| Fire Chief 401(A)                        | 10613210000 | 1,691.14            | 0.00                     | (1,691.14)          | 0.0          | 19,443.62             | 21,984.00              | 2,540.38            | 11.6         |
| State Comp Insurance/Admin               | 10615010000 | 0.00                | 0.00                     | 0.00                | 0.0          | 206.81                | 5,489.00               | 5,282.19            | 96.2         |
| 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          | 63,939.89             | 96,432.00              | 32,492.11           | 33.7         |
| Workers Comp-Fleet                       | 10615048000 | 0.00                | 0.00                     | 0.00                | 0.0          | 0.00                  | 44.00                  | 44.00               | 100.0        |
| Unemployment Insurance/Admin             | 10617010000 | 1,727.00            | 0.00                     | (1,727.00)          | 0.0          | 2,634.98              | 112.00                 | (2,522.98)          | (2252.7)     |
| Unemployment Insurance/OPS               | 10617030000 | 8.80                | 0.00                     | (8.80)              | 0.0          | 5,825.07              | 1,233.00               | (4,592.07)          | (372.4)      |

6/8/16  
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**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2016 Through 5/31/2016

Fund: (10) General Fund

|                                          | Account     | Actual              | Current Period<br>Budget | Variance              | %            | Actual                | Year To Date<br>Budget | Variance           | %            |
|------------------------------------------|-------------|---------------------|--------------------------|-----------------------|--------------|-----------------------|------------------------|--------------------|--------------|
| Social Security Exp/Admin                | 10618010000 | 880.27              | 0.00                     | (880.27)              | 0.0          | 10,404.01             | 12,577.00              | 2,172.99           | 17.3         |
| Social Security-Fleet                    | 10618048000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 0.00                  | 62.00                  | 62.00              | 100.0        |
| Medicare / Admin                         | 10618110000 | 205.86              | 0.00                     | (205.86)              | 0.0          | 216.73                | 2,941.00               | 2,724.27           | 92.6         |
| Medicare tax-Prevention                  | 10618120000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 0.00                  | 15.00                  | 15.00              | 100.0        |
| Medicare / OPS                           | 10618130000 | 2,213.38            | 0.00                     | (2,213.38)            | 0.0          | 32,375.27             | 32,141.00              | (234.27)           | (0.7)        |
| Medicare-Fleet                           | 10618148000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 0.00                  | 15.00                  | 15.00              | 100.0        |
| Post Employment Health Plan              | 10618530000 | 1,761.86            | 0.00                     | (1,761.86)            | 0.0          | 23,565.72             | 21,397.00              | (2,168.72)         | (10.1)       |
| Medical Insurance /Admin                 | 10619010000 | 465.62              | 0.00                     | (465.62)              | 0.0          | 10,783.13             | 15,372.00              | 4,588.87           | 29.9         |
| Medical Insurance/OPS                    | 10619030000 | 2,155.48            | 0.00                     | (2,155.48)            | 0.0          | 146,835.79            | 174,216.00             | 27,380.21          | 15.7         |
| 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 | 0.00                | 0.00                     | 0.00                  | 0.0          | 51,854.73             | 37,821.00              | (14,033.73)        | (37.1)       |
| 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 | 247.26              | 0.00                     | (247.26)              | 0.0          | 3,054.40              | 1,999.00               | (1,055.40)         | (52.8)       |
| Dental Insurance/OPS                     | 10619530000 | 2,416.40            | 0.00                     | (2,416.40)            | 0.0          | 27,390.62             | 23,703.00              | (3,687.62)         | (15.6)       |
| Vision Insurance - OPS                   | 10619630000 | 220.00              | 0.00                     | (220.00)              | 0.0          | (10.86)               | 0.00                   | 10.86              | 0.0          |
| Life Insurance/Admin                     | 10619810000 | 42.90               | 0.00                     | (42.90)               | 0.0          | 414.70                | 515.00                 | 100.30             | 19.5         |
| Life Insurance/OPS                       | 10619830000 | 471.90              | 0.00                     | (471.90)              | 0.0          | 5,405.40              | 5,834.00               | 428.60             | 7.3          |
| Employee Assistance Program              | 10642030000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 197.20                | 0.00                   | (197.20)           | 0.0          |
| <b>Total Program Expenses</b>            |             | <b>\$223,211.64</b> | <b>\$0.00</b>            | <b>\$(223,211.64)</b> | <b>0.0 %</b> | <b>\$3,260,207.49</b> | <b>\$3,327,797.00</b>  | <b>\$67,589.51</b> | <b>2.0 %</b> |
| <b><u>Fund Raising Expenses</u></b>      |             |                     |                          |                       |              |                       |                        |                    |              |
| In House Dupl & Prtg / Admin             | 10620510000 | \$369.71            | \$0.00                   | \$(369.71)            | 0.0 %        | \$2,688.69            | \$3,500.00             | \$811.31           | 23.2 %       |
| Fuel (Diesel & Gas)                      | 10622048000 | 1,927.74            | 0.00                     | (1,927.74)            | 0.0          | 29,859.42             | 50,000.00              | 20,140.58          | 40.3         |
| Janitorial / Warehouse                   | 10627249000 | 222.32              | 0.00                     | (222.32)              | 0.0          | 2,074.38              | 4,500.00               | 2,425.62           | 53.9         |
| Training Group Expenses                  | 10629635000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 552.00                | 1,500.00               | 948.00             | 63.2         |
| Audit & Accounting                       | 10640010000 | 412.00              | 0.00                     | (412.00)              | 0.0          | 13,316.67             | 15,000.00              | 1,683.33           | 11.2         |
| Other Prof Services/Admin                | 10640510000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 8,717.00              | 3,120.00               | (5,597.00)         | (179.4)      |
| Other Professional services-Fire Marshal | 10640520000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 90,000.00             | 45,000.00              | (45,000.00)        | (100.0)      |
| Other Prof Services/OPS                  | 10640530000 | 438.00              | 0.00                     | (438.00)              | 0.0          | 1,099.00              | 5,300.00               | 4,201.00           | 79.3         |
| Other Prof Services/FMC                  | 10640543000 | 195.00              | 0.00                     | (195.00)              | 0.0          | 1,942.25              | 1,600.00               | (342.25)           | (21.4)       |
| 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 | 0.00                | 0.00                     | 0.00                  | 0.0          | 13,377.09             | 1,600.00               | (11,777.09)        | (736.1)      |
| Legal Services - Routine                 | 10641010000 | 0.00                | 0.00                     | 0.00                  | 0.0          | 9,496.09              | 30,000.00              | 20,503.91          | 68.3         |
| 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 | 0.00                | 0.00                     | 0.00                  | 0.0          | 11,386.00             | 18,100.00              | 6,714.00           | 37.1         |
| Employee Assistance Program              | 10642010000 | 214.60              | 0.00                     | (214.60)              | 0.0          | 986.00                | 1,700.00               | 714.00             | 42.0         |

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**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2016 Through 5/31/2016

Fund: (10) General Fund

|                                          | Account     | Actual   | Current Period<br>Budget | Variance   | %   | Actual    | Year To Date<br>Budget | Variance    | %       |
|------------------------------------------|-------------|----------|--------------------------|------------|-----|-----------|------------------------|-------------|---------|
| Dispatch Services/Ops                    | 10642530000 | 7,100.13 | 0.00                     | (7,100.13) | 0.0 | 70,668.96 | 91,522.00              | 20,853.04   | 22.8    |
| Communications/Admin                     | 10643010000 | 1,571.07 | 0.00                     | (1,571.07) | 0.0 | 14,647.08 | 20,960.00              | 6,312.92    | 30.1    |
| 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 | 0.00     | 0.00                     | 0.00       | 0.0 | 43,229.09 | 21,306.00              | (21,923.09) | (102.9) |
| Newspaper Advertising                    | 10647010000 | 0.00     | 0.00                     | 0.00       | 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 | 0.00     | 0.00                     | 0.00       | 0.0 | 28,926.00 | 37,774.00              | 8,848.00    | 23.4    |
| Cable TV                                 | 10650830000 | 187.74   | 0.00                     | (187.74)   | 0.0 | 4,780.66  | 0.00                   | (4,780.66)  | 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 | 844.15   | 0.00                     | (844.15)   | 0.0 | 5,923.63  | 8,000.00               | 2,076.37    | 26.0    |
| Electricity - Station 62                 | 10651030062 | 489.50   | 0.00                     | (489.50)   | 0.0 | 6,133.83  | 8,000.00               | 1,866.17    | 23.3    |
| Electricity - Station 63                 | 10651030063 | 442.16   | 0.00                     | (442.16)   | 0.0 | 7,486.56  | 6,500.00               | (986.56)    | (15.2)  |
| 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 | 900.00    | 0.00                   | (900.00)    | 0.0     |
| Natural Gas - Admin Building             | 10652010000 | 41.71    | 0.00                     | (41.71)    | 0.0 | 476.66    | 800.00                 | 323.34      | 40.4    |
| 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 | 31.40    | 0.00                     | (31.40)    | 0.0 | 496.68    | 0.00                   | (496.68)    | 0.0     |
| Natural Gas - Station 61                 | 10652030061 | 113.71   | 0.00                     | (113.71)   | 0.0 | 2,210.48  | 2,000.00               | (210.48)    | (10.5)  |
| Natural Gas - Station 62                 | 10652030062 | 93.08    | 0.00                     | (93.08)    | 0.0 | 1,484.69  | 2,300.00               | 815.31      | 35.4    |
| 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 | 0.00     | 0.00                     | 0.00       | 0.0 | 273.11    | 0.00                   | (273.11)    | 0.0     |
| Propane - Station 62                     | 10653030062 | 0.00     | 0.00                     | 0.00       | 0.0 | 1,388.87  | 0.00                   | (1,388.87)  | 0.0     |
| Propane - Station 63                     | 10653030063 | 494.10   | 0.00                     | (494.10)   | 0.0 | 5,882.97  | 0.00                   | (5,882.97)  | 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 | 607.38   | 0.00                     | (607.38)   | 0.0 | 2,719.53  | 1,600.00               | (1,119.53)  | (70.0)  |
| 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 | 240.00   | 0.00                     | (240.00)   | 0.0 | 2,461.13  | 9,500.00               | 7,038.87    | 74.1    |
| 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 | 576.00   | 0.00                     | (576.00)   | 0.0 | 576.00    | 1,500.00               | 924.00      | 61.6    |
| 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   |

**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2016 Through 5/31/2016

**Fund: (10) General Fund**

|                                                | Account     | Actual             | Current Period<br>Budget | Variance             | %            | Actual              | Year To Date<br>Budget | Variance           | %             |
|------------------------------------------------|-------------|--------------------|--------------------------|----------------------|--------------|---------------------|------------------------|--------------------|---------------|
| Awards                                         | 10659510000 | 778.00             | 0.00                     | (778.00)             | 0.0          | 812.99              | 5,000.00               | 4,187.01           | 83.7          |
| Awards                                         | 10659530000 | 0.00               | 0.00                     | 0.00                 | 0.0          | 0.00                | 500.00                 | 500.00             | 100.0         |
| Training & Travel/Training Center              | 10659535000 | 0.00               | 0.00                     | 0.00                 | 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 | 0.00               | 0.00                     | 0.00                 | 0.0          | 2,333.08            | 3,930.00               | 1,596.92           | 40.6          |
| Misc/Admin                                     | 10661010000 | (0.71)             | 0.00                     | 0.71                 | 0.0          | 48.92               | 0.00                   | (48.92)            | 0.0           |
| Misc/Operations                                | 10661030000 | 0.00               | 0.00                     | 0.00                 | 0.0          | 577.30              | 2,368.00               | 1,790.70           | 75.6          |
| Misc/Operations                                | 10661030492 | 0.00               | 0.00                     | 0.00                 | 0.0          | 43.55               | 1,000.00               | 956.45             | 95.6          |
| <b>Total Fund Raising Expenses</b>             |             | <b>\$17,568.79</b> | <b>\$0.00</b>            | <b>\$(17,568.79)</b> | <b>0.0 %</b> | <b>\$402,655.13</b> | <b>\$456,730.00</b>    | <b>\$54,074.87</b> | <b>11.8 %</b> |
| <b><u>Donated Services &amp; Materials</u></b> |             |                    |                          |                      |              |                     |                        |                    |               |
| Office Supplies / Admin                        | 10620010000 | \$198.06           | \$0.00                   | \$(198.06)           | 0.0 %        | \$1,481.86          | \$8,000.00             | \$6,518.14         | 81.5 %        |
| 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 | 3,946.79           | 0.00                     | (3,946.79)           | 0.0          | 16,091.14           | 21,135.00              | 5,043.86           | 23.9          |
| Medical Supplies                               | 10621530000 | 201.57             | 0.00                     | (201.57)             | 0.0          | 6,368.06            | 20,600.00              | 14,231.94          | 69.1          |
| 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 | 0.00               | 0.00                     | 0.00                 | 0.0          | 6,434.46            | 4,000.00               | (2,434.46)         | (60.9)        |
| Uniforms/Admin                                 | 10623010000 | 144.48             | 0.00                     | (144.48)             | 0.0          | (605.52)            | 1,360.00               | 1,965.52           | 144.5         |
| Uniforms/CRMD                                  | 10623020000 | 0.00               | 0.00                     | 0.00                 | 0.0          | 191.65              | 500.00                 | 308.35             | 61.7          |
| Uniforms/Operations                            | 10623030000 | 3,770.60           | 0.00                     | (3,770.60)           | 0.0          | 20,149.80           | 23,650.00              | 3,500.20           | 14.8          |
| Protective Clothing                            | 10623130000 | 0.00               | 0.00                     | 0.00                 | 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          | 183.29              | 1,000.00               | 816.71             | 81.7          |
| Reference Materials                            | 10624320000 | 0.00               | 0.00                     | 0.00                 | 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 | 605.98             | 0.00                     | (605.98)             | 0.0          | 26,787.90           | 21,000.00              | (5,787.90)         | (27.6)        |
| FF Equipment Maintenance                       | 10626048000 | 928.09             | 0.00                     | (928.09)             | 0.0          | 1,027.09            | 1,800.00               | 772.91             | 42.9          |
| SCBA Supplies & Maint                          | 10626348000 | 2,534.42           | 0.00                     | (2,534.42)           | 0.0          | 5,700.32            | 11,400.00              | 5,699.68           | 50.0          |
| Tire Replacement                               | 10626548000 | 10.00              | 0.00                     | (10.00)              | 0.0          | 15,558.16           | 4,000.00               | (11,558.16)        | (289.0)       |
| Building Mtnc Supples - All Stations           | 10627043000 | 187.28             | 0.00                     | (187.28)             | 0.0          | 190.56              | 0.00                   | (190.56)           | 0.0           |
| Building Maint Supplies / Admin                | 10627043010 | 0.00               | 0.00                     | 0.00                 | 0.0          | 2,788.33            | 6,580.00               | 3,791.67           | 57.6          |
| Building Maint Supplies - Station 61           | 10627043061 | 1,232.58           | 0.00                     | (1,232.58)           | 0.0          | 6,481.20            | 7,000.00               | 518.80             | 7.4           |
| Building Maint Supplies - Station 62           | 10627043062 | 89.09              | 0.00                     | (89.09)              | 0.0          | 2,284.53            | 5,000.00               | 2,715.47           | 54.3          |

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**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2016 Through 5/31/2016

Fund: (10) General Fund

|                                                     | Account     | Actual               | Current Period<br>Budget | Variance              | %            | Actual                | Year To Date<br>Budget | Variance            | %             |
|-----------------------------------------------------|-------------|----------------------|--------------------------|-----------------------|--------------|-----------------------|------------------------|---------------------|---------------|
| Building Maint Supplies - Station 63                | 10627043063 | 23.61                | 0.00                     | (23.61)               | 0.0          | 5,182.91              | 4,000.00               | (1,182.91)          | (29.6)        |
| Building Maint Supplies - Station 64                | 10627043064 | 0.00                 | 0.00                     | 0.00                  | 0.0          | 0.00                  | 2,000.00               | 2,000.00            | 100.0         |
| Furniture & Fixture Replacement                     | 10627143000 | 725.80               | 0.00                     | (725.80)              | 0.0          | 5,845.58              | 18,000.00              | 12,154.42           | 67.5          |
| Station Supplies-All Stations                       | 10627349000 | 560.43               | 0.00                     | (560.43)              | 0.0          | 940.62                | 600.00                 | (340.62)            | (56.8)        |
| Radio/Pager Maintenance                             | 10628041000 | 591.80               | 0.00                     | (591.80)              | 0.0          | 2,246.32              | 3,000.00               | 753.68              | 25.1          |
| Firefighter Equipment Replacement                   | 10628930000 | 0.00                 | 0.00                     | 0.00                  | 0.0          | 3,699.26              | 7,500.00               | 3,800.74            | 50.7          |
| 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 | 781.55               | 0.00                     | (781.55)              | 0.0          | 892.90                | 1,750.00               | 857.10              | 49.0          |
| 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          | 232.96                | 0.00                   | (232.96)            | 0.0           |
| <b>Total Donated Services &amp; Materials</b>       |             | <b>\$16,532.13</b>   | <b>\$0.00</b>            | <b>\$(16,532.13)</b>  | <b>0.0 %</b> | <b>\$145,229.85</b>   | <b>\$244,625.00</b>    | <b>\$99,395.15</b>  | <b>40.6 %</b> |
| <b><u>General &amp; Administrative Expenses</u></b> |             |                      |                          |                       |              |                       |                        |                     |               |
| Capital Outlay-Equipment Non Inventory              | 10774110000 | \$0.00               | \$0.00                   | \$0.00                | 0.0 %        | \$5,248.00            | \$0.00                 | \$(5,248.00)        | 0.0 %         |
| <b>Total General &amp; Administrative Expenses</b>  |             | <b>\$0.00</b>        | <b>\$0.00</b>            | <b>\$0.00</b>         | <b>0.0 %</b> | <b>\$5,248.00</b>     | <b>\$0.00</b>          | <b>\$(5,248.00)</b> | <b>0.0 %</b>  |
| <b>Total Expenses</b>                               |             | <b>\$257,312.56</b>  |                          | <b>\$(257,312.56)</b> |              | <b>\$3,813,340.47</b> | <b>\$4,029,152.00</b>  | <b>\$215,811.53</b> | <b>5.4 %</b>  |
| <b>Net Income (Loss)</b>                            |             | <b>\$(74,048.78)</b> | <b>\$0.00</b>            | <b>\$(74,048.78)</b>  | <b>0.0 %</b> | <b>\$527,853.15</b>   | <b>\$0.00</b>          | <b>\$527,853.15</b> | <b>0.0 %</b>  |

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**Chino Valley Fire District**  
**Balance Sheet**  
**As of 5/31/2016**  
**Fund: (10) General Fund**

**Assets**

**Current Assets**

|                              |              |                |
|------------------------------|--------------|----------------|
| Cash with Yavapai County     | \$840,004.65 |                |
| Payroll Cash Account         | 23,784.13    |                |
| Petty Cash                   | 11.60        |                |
| Taxes Receivable             | 156,050.41   |                |
| Other Receivables            | 38,082.41    |                |
| Accounts Receivable          | 16,114.34    |                |
| Retiree/Insurance Receivable | 2,176.26     |                |
| Total Current Assets         |              | \$1,076,223.80 |

**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 |

|                     |  |                       |
|---------------------|--|-----------------------|
| <b>Total Assets</b> |  | <b>\$1,095,700.78</b> |
|---------------------|--|-----------------------|

**Liabilities and Net Assets**

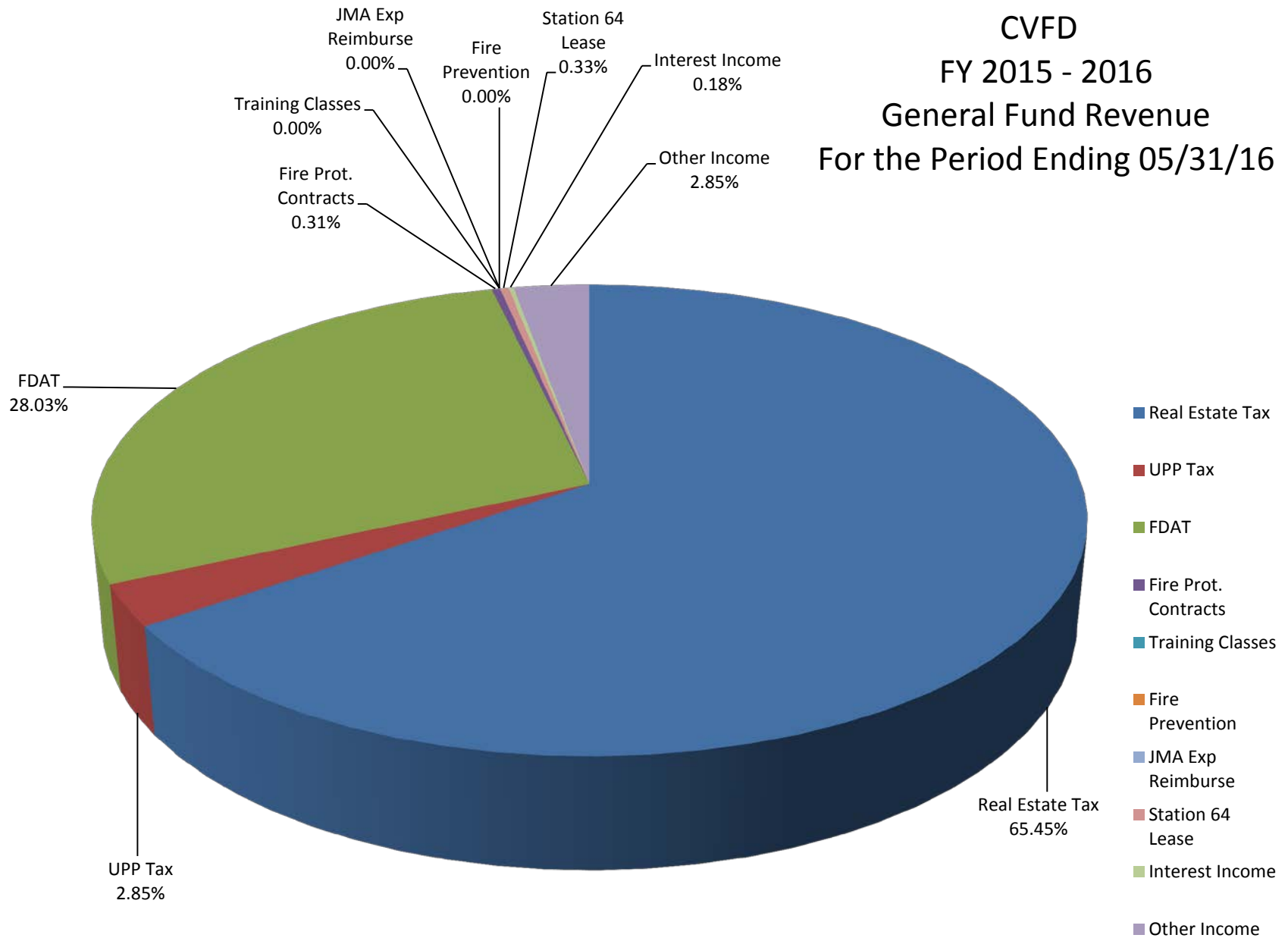
**Current Liabilities**

|                                     |              |                     |
|-------------------------------------|--------------|---------------------|
| Accrued Payroll Expenses            | \$138,659.44 |                     |
| Deferred Compensation (Prop Tax)    | 96,727.61    |                     |
| PEHP Payable                        | (0.01)       |                     |
| Medical Insurance Payable           | 5,586.72     |                     |
| HSA Payable                         | 74.27        |                     |
| Dental Insurance Payable            | (908.78)     |                     |
| PSPRS Payable                       | (0.15)       |                     |
| ASRS Payable                        | (0.02)       |                     |
| 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 Insurance Company            | (0.12)       |                     |
| FICA Company                        | (0.12)       |                     |
| Vision Insurance Payable            | 826.36       |                     |
| Tax Levy Withheld                   | 188.93       |                     |
| Total Current Liabilities           |              | \$241,153.91        |
| <b>Total Liabilities</b>            |              | <b>\$241,153.91</b> |

**Net Assets**

|                                         |                |                       |
|-----------------------------------------|----------------|-----------------------|
| Fund Balance                            | \$2,901,154.86 |                       |
| Current Year Net Assets                 | 527,853.15     |                       |
| <b>Total Net Assets</b>                 |                | <b>3,429,008.01</b>   |
| <b>Total Liabilities and Net Assets</b> |                | <b>\$3,670,161.92</b> |

CVFD  
FY 2015 - 2016  
General Fund Revenue  
For the Period Ending 05/31/16

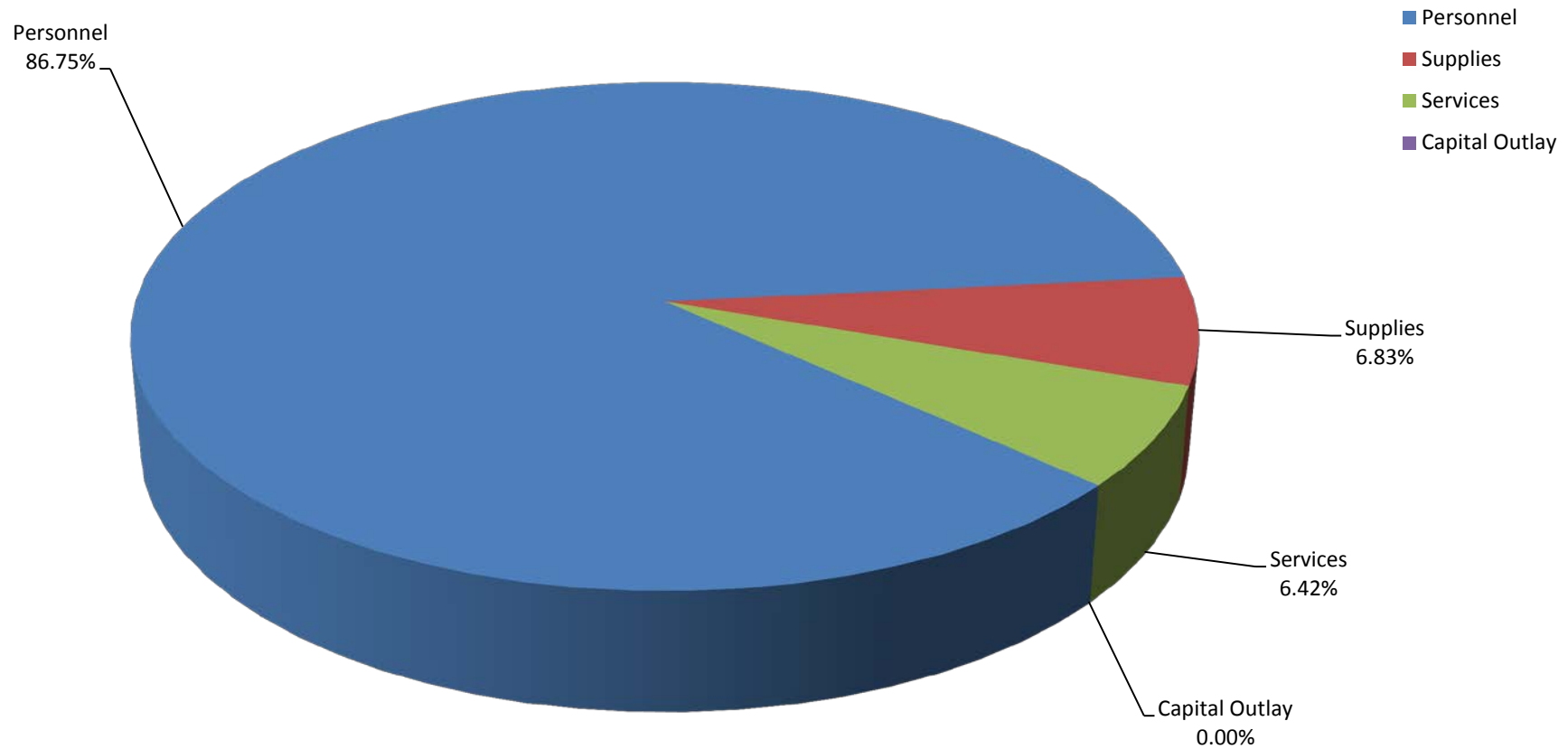




CVFD  
Revenue

|                         | Current<br>Month Revenue | YTD<br>Budget      |             |
|-------------------------|--------------------------|--------------------|-------------|
| Real Estate Tax         | \$ 119,935               | \$ 3,411,431       | 65.44       |
| UPP Tax                 | \$ 5,221                 | \$ 69,621          | 2.85        |
| FDAT                    | \$ 51,376                | \$ 313,900         | 28.03       |
| Fire Prot.<br>Contracts | \$ 564                   | \$ 59,000          | 0.31        |
| Training Classes        | \$ -                     | \$ -               | 0.00        |
| Fire<br>Prevention      | \$ -                     | \$ -               | 0.00        |
| JMA Exp                 |                          |                    |             |
| Reimburse               | \$ -                     | \$ 10,000          | 0.00        |
| Station 64<br>Lease     | \$ 612                   | \$ 7,200           | 0.33        |
| Interest Income         | \$ 335                   | \$ 6,000           | 0.18        |
| Other Income            | \$ 5,221                 | \$ 152,000         | 2.85        |
|                         | <hr/> \$ 183,264         | <hr/> \$ 4,029,152 | <hr/> 99.98 |

CVFD  
FY 2015 - 2016  
General Fund Expenditures  
For the Period Ending 05/31/16



CVFD  
Expenses

|                | Current Month |    | YTD Budget |       |
|----------------|---------------|----|------------|-------|
|                | Actual        |    |            |       |
| Personnel      | \$ 223,212    | \$ | 3,327,797  | 86.75 |
| Supplies       | \$ 17,569     | \$ | 456,730    | 6.83  |
| Services       | \$ 16,532     | \$ | 244,625    | 6.42  |
| Capital Outlay | \$ -          | \$ | -          | -     |
|                | <hr/>         |    |            |       |
|                | \$ 257,313    | \$ | 4,029,152  | 100   |

**Chino Valley Fire District**  
**General Fund Tax Collection Information**

|             |             |
|-------------|-------------|
| Total Levy  | FY 15-16    |
| Month       | \$3,481,052 |
|             | Collected   |
| July        | \$32,572    |
| %           | 0.936%      |
| % To Date   | 0.9357%     |
| August      | \$26,909    |
| %           | 0.773%      |
| % To Date   | 1.7087%     |
| September   | \$296,716   |
| %           | 8.524%      |
| % To Date   | 10.2324%    |
| October     | \$1,237,993 |
| %           | 35.564%     |
| % To Date   | 45.7962%    |
| November    | \$289,817   |
| %           | 8.326%      |
| % To Date   | 54.1218%    |
| December    | \$220,662   |
| %           | 6.3389%     |
| % To Date   | 60.4607%    |
| January     | \$76,744    |
| %           | 2.2046%     |
| % To Date   | 62.6653%    |
| February    | \$87,184    |
| %           | 2.5045%     |
| % To Date   | 65.1698%    |
| March       | \$124,511   |
| %           | 3.5768%     |
| % To Date   | 68.7467%    |
| April       | \$910,876   |
| %           | 26.1667%    |
| % To Date   | 94.9134%    |
| May         | \$125,156   |
| %           | 3.5954%     |
| % To Date   | 98.5087%    |
| June        | \$0         |
| %           | 0.0000%     |
| % To Date   | 98.5087%    |
| TOTALS      | \$3,429,139 |
| Delinquency | 1.4913%     |

**Chino Valley Fire District  
FDAT Collection Information**

|                  |                                    |
|------------------|------------------------------------|
| Total Levy Month | FY 14-15<br>\$313,900<br>Collected |
| July             | \$2,501                            |
| %                | 0.797%                             |
| % To Date        | 0.7966%                            |
| 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                           |
| %                | 13.8292%                           |
| % To Date        | 54.6697%                           |
| December         | \$20,201                           |
| %                | 6.4354%                            |
| % To Date        | 61.1052%                           |
| 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        | 70.8310%                           |
| April            | \$35,416                           |
| %                | 11.2825%                           |
| % To Date        | 82.1134%                           |
| May              | \$51,376                           |
| %                | 16.3671%                           |
| % To Date        | 98.4805%                           |
| June             | \$0                                |
| %                | 0.0000%                            |
| % To Date        | 98.4805%                           |
| TOTALS           | \$309,130                          |
| Delinquency      | 1.5195%                            |

100.0000%



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

|                                       | Actual           |                  |                  |                  |                 |                 |                  | Estimated        |                  |                  |                  |                |
|---------------------------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|----------------|
|                                       | July             | Aug.             | Sept.            | Oct.             | Nov.            | Dec.            | Jan.             | Feb.             | March            | April            | May              | June           |
| <b>Revenues:</b>                      |                  |                  |                  |                  |                 |                 |                  |                  |                  |                  |                  |                |
| Property Taxes                        | 32,572           | 26,909           | 296,715          | 1,237,993        | 289,817         | 220,662         | 76,744           | 87,184           | 124,511          | 910,876          | 125,156          | 290,088        |
| Fire Protection Contracts             | 416              | 9,359            | 8,198            | 47,063           | 8,182           | 1,756           | 437              | 1,139            | 1,124            | 145              | 564              | 4,917          |
| FDAT                                  | 2,500            | 1,456            | 26,332           | 97,909           | 43,410          | 20,201          | 10,565           | 7,946            | 12,018           | 35,416           | 51,376           | 26,158         |
| Fee for Service                       | 3,412            | 2,147            | 1,212            | 6,062            | -               | 600             | 2,125            | 3,725            | 3,550            | -                | -                | 13,933         |
| Interest Income                       | 889              | 2,760            | 71               | 60               | 326             | 265             | 3,526            | 73               | 1,163            | 627              | 335              | 500            |
| Grants                                | -                | -                | -                | -                | -               | -               | -                | -                | -                | -                | -                | -              |
| Misc. Non Levy                        | 7,447            | 3,535            | 1,263            | 46               | 1,209           | 962             | 250              | 3,724            | 77,614           | 349,453          | 5,833            | 7,251          |
| <b>Revenue Totals:</b>                | <b>47,236</b>    | <b>46,166</b>    | <b>333,791</b>   | <b>1,389,133</b> | <b>342,944</b>  | <b>244,446</b>  | <b>93,647</b>    | <b>103,791</b>   | <b>219,980</b>   | <b>1,296,518</b> | <b>183,264</b>   | <b>342,846</b> |
| <b>Expenditures:</b>                  |                  |                  |                  |                  |                 |                 |                  |                  |                  |                  |                  |                |
| Personnel Costs                       | 441,915          | 259,514          | 380,919          | 302,239          | 316,677         | 238,380         | 203,551          | 278,720          | 388,162          | 276,550          | 223,212          | 277,316        |
| Supplies/ Consum.                     | 19,675           | 27,106           | 25,802           | 29,718           | 36,359          | 34,356          | 22,010           | 115,058          | 79,450           | 13,352           | 17,569           | 22,677         |
| Misc. Service Expenses                | 19,069           | 7,190            | 10,140           | 11,872           | 5,520           | 19,606          | 5,979            | 31,065           | 17,610           | 12,217           | 16,532           | 35,826         |
| Capital Expenses                      | -                | -                | -                | -                | -               | -               | 5,248            | -                | -                | -                | -                | 2,375          |
| <b>Expenditure Totals:</b>            | <b>480,659</b>   | <b>293,810</b>   | <b>416,861</b>   | <b>343,830</b>   | <b>358,556</b>  | <b>292,342</b>  | <b>236,788</b>   | <b>424,843</b>   | <b>485,222</b>   | <b>302,119</b>   | <b>257,313</b>   | <b>338,194</b> |
| <b>Monthly Net Cash</b>               | <b>-433,423</b>  | <b>(247,644)</b> | <b>(83,070)</b>  | <b>1,045,304</b> | <b>(15,612)</b> | <b>(47,896)</b> | <b>(143,141)</b> | <b>(321,052)</b> | <b>(265,242)</b> | <b>994,400</b>   | <b>(74,049)</b>  | <b>4,652</b>   |
| <b>Cumulative Net Cash</b>            | <b>(433,423)</b> | <b>(681,067)</b> | <b>(764,137)</b> | <b>281,167</b>   | <b>265,555</b>  | <b>217,659</b>  | <b>74,518</b>    | <b>(246,535)</b> | <b>(511,777)</b> | <b>482,623</b>   | <b>408,574</b>   | <b>413,226</b> |
| <b>Cash Balance (\$55,000)</b>        | <b>(378,423)</b> | <b>(626,067)</b> | <b>(709,137)</b> | <b>336,167</b>   | <b>320,555</b>  | <b>272,659</b>  | <b>129,518</b>   | <b>(191,535)</b> | <b>(456,777)</b> | <b>537,623</b>   | <b>463,574</b>   | <b>468,226</b> |
| <b>Capital Reserve \$2,576,517.78</b> | <b>989,198</b>   | <b>989,198</b>   | <b>989,198</b>   | <b>989,198</b>   | <b>989,198</b>  | <b>989,198</b>  | <b>989,198</b>   | <b>989,198</b>   | <b>989,198</b>   | <b>989,198</b>   | <b>2,576,518</b> | <b>989,198</b> |

**Chino Valley Fire District**  
**Check Reconciliation May 2016**

**Reconciliation:**

|                       |                |
|-----------------------|----------------|
| Beginning Balance:    | 2,493,703.04   |
| Deposits:             | 185,189.81     |
| Transfers:            | (1,587,319.93) |
| Outstanding Deposit:  |                |
| Disbursements:        | (249,768.27)   |
| Adjustment to payroll | \$ (1,800.00)  |

|                        |                          |
|------------------------|--------------------------|
| <b>Ending Balance:</b> | <b><u>840,004.65</u></b> |
|------------------------|--------------------------|

Difference between Balances: \$0.00

|                      |               |
|----------------------|---------------|
| Balance per Bank:    | \$855,250.63  |
| Outstanding Checks:  | (\$15,245.98) |
| Outstanding Deposit: |               |

|                        |                            |
|------------------------|----------------------------|
| Adj to payroll         | \$0.00                     |
| <b>Ending Balance:</b> | <b><u>\$840,004.65</u></b> |

|                           |                     |
|---------------------------|---------------------|
| <b>G/L Ending Balance</b> | <b>\$840,004.65</b> |
|---------------------------|---------------------|

**\$840,004.65**

Deposits per Bank Statement:

|                               |              |
|-------------------------------|--------------|
| Real Estate Taxes             | 119,934.71   |
| Pers. Property Taxes (UPP)    | 5,221.47     |
| FDAT                          | 51,376.26    |
| Fire District Deposit         | 8,322.83     |
| Transfer Out                  | 1,587,319.93 |
| Transfer In(Special Rev Fund) |              |
| Other-ADOT Game/Fish in lieu  | -            |
| Adjustments - DirDep Reclass  | 2,200.00     |
| Interest Income               | 334.54       |

**1,774,709.74**

Bank Reconciliation Register:

|                 |            |
|-----------------|------------|
| Checks from A/P | 249,768.27 |
| Check From P/R  | 0.00       |

|                      |                          |
|----------------------|--------------------------|
| <b>Total Checks:</b> | <b><u>249,768.27</u></b> |
|----------------------|--------------------------|

|                          |              |
|--------------------------|--------------|
| Deposits from A/R        | 8,322.83     |
| Journal Entries from G/L | 1,766,386.91 |

**1,774,709.74**

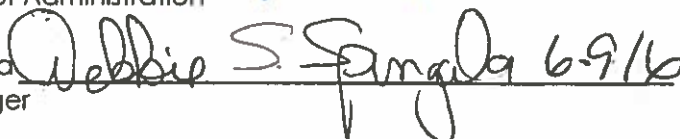
Reconciliation Approved by: Scott Freitag  
Fire Chief



Reconciliation Reviewed by: Dave Tharp  
Assistant Chief of Administration

 06/09/16

Reconciliation Prepared by: Debbie Spingola  
Finance Manager

 6-9-16

**Chino Valley Fire District**  
**Bank Reconciliation Summary**  
For the Bank Statement ending: 5/31/2016

| BANK CONTROL ID: GEN - GENERAL FUND |          | DESC: GENERAL FUND | ACCOUNT NO: 0000000000000000 |
|-------------------------------------|----------|--------------------|------------------------------|
| Beginning Balance:                  | 05/01/16 |                    | \$2,610,553.89               |
| Deposits and Credits:               |          |                    | \$185,189.81                 |
| Checks and Charges:                 |          |                    | (\$1,942,693.07)             |
| Adjustments:                        |          |                    | \$2,200.00                   |
| Ending Balance Per Reconciliation:  |          |                    | <u>\$855,250.63</u>          |
| Ending Balance Per Bank Statement:  | 05/31/16 |                    | \$855,250.63                 |
| * Outstanding Deposits and Credits: | 05/31/16 |                    | \$0.00                       |
| * Outstanding Checks and Charges:   | 05/31/16 |                    | (\$15,245.98)                |
| Ending Book Balance:                | 05/31/16 |                    | <u>\$840,004.65</u>          |



**Chino Valley Fire District**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 5/31/16

| GEN      | General Fund | General Fund                   | 0000000000000000      |
|----------|--------------|--------------------------------|-----------------------|
| Date     | Document     | Description                    | Module Company Amount |
| 04/25/16 | 024160       | AFLAC                          | AP CHINOV \$123.33    |
| 04/25/16 | 024163       | DES - Unemployment Tax         | AP CHINOV \$5,245.60  |
| 04/25/16 | 024164       | Blue Cross-Blue Shield         | AP CHINOV \$27,689.39 |
| 04/25/16 | 024165       | Cable One Business             | AP CHINOV \$84.73     |
| 04/25/16 | 024169       | Chino Valley Medical Center    | AP CHINOV \$1,205.00  |
| 04/25/16 | 024173       | CopperPoint Mutal INSURA Comp  | AP CHINOV \$21,234.21 |
| 04/25/16 | 024175       | Central Yavapai Fire Dist      | AP CHINOV \$6,272.76  |
| 04/25/16 | 024178       | Depot 89                       | AP CHINOV \$33.83     |
| 04/25/16 | 024179       | Dish Network                   | AP CHINOV \$103.01    |
| 04/25/16 | 024180       | Entenmann-Rovin Co.            | AP CHINOV \$629.40    |
| 04/25/16 | 024182       | Flame Propane                  | AP CHINOV \$253.05    |
| 04/25/16 | 024183       | Guardian                       | AP CHINOV \$4,388.05  |
| 04/25/16 | 024184       | Health Equity                  | AP CHINOV \$1,399.68  |
| 04/25/16 | 024185       | Hunt's Building Center         | AP CHINOV \$17.53     |
| 04/25/16 | 024186       | Kendhammer and Partners, LLP   | AP CHINOV \$2,251.44  |
| 04/25/16 | 024187       | L. N. Curtis Emergency Equipme | AP CHINOV \$168.96    |
| 04/25/16 | 024188       | Merit Technologies             | AP CHINOV \$2,699.07  |
| 04/25/16 | 024189       | MES                            | AP CHINOV \$885.00    |
| 04/25/16 | 024190       | Nationwide Retirement Solution | AP CHINOV \$908.06    |
| 04/25/16 | 024191       | Nationwide Retirement Solution | AP CHINOV \$13,617.07 |
| 04/25/16 | 024192       | Nationwide Retirement Solution | AP CHINOV \$845.57    |
| 04/25/16 | 024194       | Public Safety Personnel Retire | AP CHINOV \$24,980.31 |
| 04/25/16 | 024195       | Sharp Electronics Corporation  | AP CHINOV \$40.19     |
| 04/25/16 | 024196       | Tom's Print & Sign             | AP CHINOV \$489.46    |
| 04/25/16 | 024198       | United Disposal, Inc           | AP CHINOV \$180.00    |
| 04/25/16 | 024199       | US Bank Voyager Fleet Sys      | AP CHINOV \$877.83    |
| 05/09/16 | 024200       | AFLAC                          | AP CHINOV \$123.33    |
| 05/09/16 | 024201       | Arizona State Retirement Sys   | AP CHINOV \$667.36    |
| 05/09/16 | 024202       | Bennett Oil                    | AP CHINOV \$975.65    |
| 05/09/16 | 024203       | Truman Duncan                  | AP CHINOV \$210.00    |
| 05/09/16 | 024204       | CenturyLink                    | AP CHINOV \$964.71    |
| 05/09/16 | 024205       | Chase - AZ State Withholding   | AP CHINOV \$2,317.44  |
| 05/09/16 | 024206       | Chase Bank                     | AP CHINOV \$57,423.75 |
| 05/09/16 | 024207       | Chase - US Treas Fed. Withhold | AP CHINOV \$10,039.55 |
| 05/09/16 | 024208       | Chino Rentals                  | AP CHINOV \$23.61     |
| 05/09/16 | 024209       | City of Prescott (Dispatch)    | AP CHINOV \$7,100.13  |
| 05/09/16 | 024210       | Support Payment Clearinghouse  | AP CHINOV \$431.34    |
| 05/09/16 | 024211       | Chase Bank 634641138           | AP CHINOV \$98.00     |
| 05/09/16 | 024212       | Chase Bank 634641138           | AP CHINOV \$111.00    |
| 05/09/16 | 024213       | Central Yavapai Fire Dist      | AP CHINOV \$175.93    |
| 05/09/16 | 024214       | Chase Bank 634641138           | AP CHINOV \$61.00     |
| 05/09/16 | 024215       | Health Equity                  | AP CHINOV \$1,399.68  |
| 05/09/16 | 024216       | Hunt's Building Center         | AP CHINOV \$224.22    |
| 05/09/16 | 024217       | Merit Technologies             | AP CHINOV \$216.00    |
| 05/09/16 | 024218       | Message Media                  | AP CHINOV \$59.95     |
| 05/09/16 | 024219       | Nationwide Retirement Solution | AP CHINOV \$860.47    |
| 05/09/16 | 024220       | Nationwide Retirement Solution | AP CHINOV \$2,225.00  |
| 05/09/16 | 024221       | Nationwide Retirement Solution | AP CHINOV \$845.57    |
| 05/09/16 | 024222       | NTS Communications             | AP CHINOV \$9.21      |
| 05/09/16 | 024223       | Chase Bank 634641138           | AP CHINOV \$46.94     |
| 05/09/16 | 024224       | Public Safety Personnel Retire | AP CHINOV \$24,709.99 |
| 05/09/16 | 024225       | Standard Insurance Company     | AP CHINOV \$514.80    |
| 05/09/16 | 024226       | Chase Bank 634641138           | AP CHINOV \$678.68    |
| 05/09/16 | 024227       | UNS Gas, Inc                   | AP CHINOV \$279.90    |
| 05/09/16 | 024228       | Chase Card Services            | AP CHINOV \$6,331.67  |
| 05/10/16 | 033696       | Johnathan R Apolinar           | PR CHINOV \$0.00      |
| 05/10/16 | 033697       | Ben D Buchanan                 | PR CHINOV \$0.00      |
| 05/10/16 | 033698       | Scott D Bulter                 | PR CHINOV \$0.00      |
| 05/10/16 | 033699       | Darrell R Buntin III           | PR CHINOV \$0.00      |
| 05/10/16 | 033700       | Douglas J Copenhaver           | PR CHINOV \$0.00      |
| 05/10/16 | 033701       | Phillip C Cox                  | PR CHINOV \$0.00      |
| 05/10/16 | 033702       | Adam J Croft                   | PR CHINOV \$0.00      |

**Chino Valley Fire District**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 5/31/16

| GEN      | General Fund      | General Fund                   | 0000000000000000         |
|----------|-------------------|--------------------------------|--------------------------|
| Date     | Document          | Description                    | Module Company Amount    |
| 05/10/16 | 033703            | Bryan K Dalton                 | PR CHINOV \$0.00         |
| 05/10/16 | 033704            | Glenn T Davidson               | PR CHINOV \$0.00         |
| 05/10/16 | 033705            | Ren W Douglas                  | PR CHINOV \$0.00         |
| 05/10/16 | 033706            | Scott A Freitag                | PR CHINOV \$0.00         |
| 05/10/16 | 033707            | Timothy B Gallman              | PR CHINOV \$0.00         |
| 05/10/16 | 033708            | James E Ginn                   | PR CHINOV \$0.00         |
| 05/10/16 | 033709            | Daniel W Gnagey                | PR CHINOV \$0.00         |
| 05/10/16 | 033710            | Nathaniel D Green              | PR CHINOV \$0.00         |
| 05/10/16 | 033711            | Nicholas R Guzzo               | PR CHINOV \$0.00         |
| 05/10/16 | 033712            | Jory Ingrao                    | PR CHINOV \$0.00         |
| 05/10/16 | 033713            | Terrence L Jacobson            | PR CHINOV \$0.00         |
| 05/10/16 | 033714            | David L Johnson                | PR CHINOV \$0.00         |
| 05/10/16 | 033715            | Peter J Lynch                  | PR CHINOV \$0.00         |
| 05/10/16 | 033716            | Mathew T Mayhall               | PR CHINOV \$0.00         |
| 05/10/16 | 033717            | Eric R Merrill                 | PR CHINOV \$0.00         |
| 05/10/16 | 033718            | Thomas E Muniz                 | PR CHINOV \$0.00         |
| 05/10/16 | 033719            | Michael J Nelson               | PR CHINOV \$0.00         |
| 05/10/16 | 033720            | Samuel F Ramirez               | PR CHINOV \$0.00         |
| 05/10/16 | 033721            | Robert A Rendl                 | PR CHINOV \$0.00         |
| 05/10/16 | 033722            | Jerry R Roberts                | PR CHINOV \$0.00         |
| 05/10/16 | 033723            | Benjamin H Roche               | PR CHINOV \$0.00         |
| 05/10/16 | 033724            | Cody S Rose                    | PR CHINOV \$0.00         |
| 05/10/16 | 033725            | Alan J Schuster Jr.            | PR CHINOV \$0.00         |
| 05/10/16 | 033726            | Rhonda U Skinner               | PR CHINOV \$0.00         |
| 05/10/16 | 033727            | Timothy E Snyder               | PR CHINOV \$0.00         |
| 05/10/16 | 033728            | Jeff Stewart                   | PR CHINOV \$0.00         |
| 05/10/16 | 033729            | Shawn S Tarver                 | PR CHINOV \$0.00         |
| 05/10/16 | 033730            | Karen W Viscardi               | PR CHINOV \$0.00         |
| 05/10/16 | 033731            | Robert P Zazueta               | PR CHINOV \$0.00         |
| 05/11/16 | Trans FY 15 funds | Transfer from GF to Capital Re | GL CHINOV \$1,587,319.93 |
| 05/23/16 | 024231            | Alliance Home Care             | AP CHINOV \$228.00       |
| 05/23/16 | 024232            | APS                            | AP CHINOV \$1,775.81     |
| 05/23/16 | 024233            | Arizona State Retirement Sys   | AP CHINOV \$651.08       |
| 05/23/16 | 024235            | DES - Unemployment Tax         | AP CHINOV \$1,727.00     |
| 05/23/16 | 024236            | B & W Fire Security Systems    | AP CHINOV \$290.00       |
| 05/23/16 | 024237            | Cable One Business             | AP CHINOV \$84.73        |
| 05/23/16 | 024238            | Chase - AZ State Withholding   | AP CHINOV \$2,461.82     |
| 05/23/16 | 024239            | Chase Bank                     | AP CHINOV \$59,776.08    |
| 05/23/16 | 024240            | Chase - US Treas Fed. Withhold | AP CHINOV \$10,879.50    |
| 05/23/16 | 024241            | City of Prescott               | AP CHINOV \$607.38       |
| 05/23/16 | 024242            | Support Payment Clearinghouse  | AP CHINOV \$431.34       |
| 05/23/16 | 024243            | Chase Bank 634641138           | AP CHINOV \$96.00        |
| 05/23/16 | 024244            | Chase Bank 634641138           | AP CHINOV \$111.00       |
| 05/23/16 | 024248            | Chase Bank 634641138           | AP CHINOV \$61.00        |
| 05/23/16 | 024249            | Guardian                       | AP CHINOV \$4,388.05     |
| 05/23/16 | 024251            | Hunt's Building Center         | AP CHINOV \$180.58       |
| 05/23/16 | 024252            | Johnson Mark, LLC              | AP CHINOV \$993.22       |
| 05/23/16 | 024253            | Nationwide Retirement Solution | AP CHINOV \$901.39       |
| 05/23/16 | 024254            | Nationwide Retirement Solution | AP CHINOV \$2,225.00     |
| 05/23/16 | 024255            | Nationwide Retirement Solution | AP CHINOV \$845.57       |
| 05/23/16 | 024256            | Chase Bank 634641138           | AP CHINOV \$46.94        |
| 05/23/16 | 024257            | Public Safety Personnel Retire | AP CHINOV \$25,912.77    |
| 05/23/16 | 024258            | SC Audit and Accounting        | AP CHINOV \$412.00       |
| 05/23/16 | 024260            | Chase Bank 634641138           | AP CHINOV \$678.68       |
| 05/23/16 | 024262            | US Bank Voyager Fleet Sys      | AP CHINOV \$952.09       |
| 05/23/16 | 024263            | Workers Assistance Program, In | AP CHINOV \$214.60       |
| 05/23/16 | 024264            | Yavapai Bottled Gas            | AP CHINOV \$494.10       |
| 05/24/16 | 033732            | Johnathan R Apolinar           | PR CHINOV \$0.00         |
| 05/24/16 | 033733            | Ben D Buchanan                 | PR CHINOV \$0.00         |
| 05/24/16 | 033734            | Scott D Bulters                | PR CHINOV \$0.00         |
| 05/24/16 | 033735            | Darrell R Buntin III           | PR CHINOV \$0.00         |
| 05/24/16 | 033736            | Douglas J Copenhaver           | PR CHINOV \$0.00         |

**Chino Valley Fire District**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 5/31/16

| GEN                               | General Fund        | General Fund                  | 000000000000000 |         |                       |
|-----------------------------------|---------------------|-------------------------------|-----------------|---------|-----------------------|
| Date                              | Document            | Description                   | Module          | Company | Amount                |
| 05/24/16                          | 033737              | Phillip C Cox                 | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033738              | Adam J Croft                  | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033739              | Bryan K Dalton                | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033740              | Glenn T Davidson              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033741              | Ren W Douglas                 | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033742              | Scott A Freitag               | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033743              | Timothy B Gallman             | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033744              | James E Ginn                  | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033745              | Daniel W Gnagey               | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033746              | Nathaniel D Green             | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033747              | Nicholas R Guzzo              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033748              | Jory Ingrao                   | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033749              | Terrence L Jacobson           | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033750              | David L Johnson               | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033751              | Peter J Lynch                 | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033752              | Mathew T Mayhall              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033753              | Eric R Merrill                | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033754              | Thomas E Muniz                | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033755              | Michael J Nelson              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033756              | Samuel F Ramirez              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033757              | Robert A Rendl                | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033758              | Jerry R Roberts               | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033759              | Benjamin H Roche              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033760              | Cody S Rose                   | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033761              | Alan J Schuster Jr.           | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033762              | Rhonda U Skinner              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033763              | Timothy E Snyder              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033764              | Jeff Stewart                  | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033765              | Shawn S Tarver                | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033766              | Karen W Viscardi              | PR              | CHINOV  | \$0.00                |
| 05/24/16                          | 033767              | Robert P Zazueta              | PR              | CHINOV  | \$0.00                |
| 05/31/16                          | D.Buntin Direct Dep | Reclass Buntin Direct Deposit | GL              | CHINOV  | \$2,200.00            |
| TOTAL CHECKS AND CHARGES CLEARED: |                     |                               |                 |         | <u>\$1,942,693.07</u> |

**Chino Valley Fire District**  
BR Checks and Charges Outstanding  
For the Bank Statement ending: 5/31/16

| GEN                                   |          | General Fund                   |        | General Fund |                    | 0000000000000000 |
|---------------------------------------|----------|--------------------------------|--------|--------------|--------------------|------------------|
| 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            |                  |
| 05/23/16                              | 024230   | AFLAC                          | AP     | CHINOV       | \$123.33           |                  |
| 05/23/16                              | 024234   | Auto Trim Plus                 | AP     | CHINOV       | \$229.18           |                  |
| 05/23/16                              | 024245   | Central Yavapai Fire Dist      | AP     | CHINOV       | \$11,009.80        |                  |
| 05/23/16                              | 024247   | Dish Network                   | AP     | CHINOV       | \$103.01           |                  |
| 05/23/16                              | 024250   | Health Equity                  | AP     | CHINOV       | \$1,399.68         |                  |
| 05/23/16                              | 024259   | Sharp Electronics Corporation  | AP     | CHINOV       | \$172.66           |                  |
| 05/23/16                              | 024261   | United Disposal, Inc           | AP     | CHINOV       | \$180.00           |                  |
| TOTAL CHECKS AND CHARGES OUTSTANDING: |          |                                |        |              | <b>\$15,245.98</b> |                  |

**Chino Valley Fire District**  
**BR Deposits and Credits Cleared**  
For the Bank Statement ending: 5/31/16

| GEN                                 |             | General Fund             |        | General Fund |              | 0000000000000000 |
|-------------------------------------|-------------|--------------------------|--------|--------------|--------------|------------------|
| Date                                | Document    | Description              | Module | Company      | Amount       |                  |
| 05/10/16                            | 0464        | Deposit                  | AR     | CHINOV       | \$752.21     |                  |
| 05/10/16                            | 0467        | Deposit                  | AR     | CHINOV       | \$112.55     |                  |
| 05/16/16                            | 0465        | Deposit                  | AR     | CHINOV       | \$107.35     |                  |
| 05/16/16                            | 0468        | Deposit                  | AR     | CHINOV       | \$5,065.40   |                  |
| 05/23/16                            | 0466        | Deposit                  | AR     | CHINOV       | \$1,458.32   |                  |
| 05/31/16                            | 0472        | Deposit                  | AR     | CHINOV       | \$827.00     |                  |
| 05/31/16                            | Tax Revenue | Tax and Interest Revenue | GL     | CHINOV       | \$176,866.98 |                  |
| TOTAL DEPOSITS AND CREDITS CLEARED: |             |                          |        |              | \$185,189.81 |                  |

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:

Chino Valley Fire District  
Bank Reconciliation Register

| Document Number                             | Date     | BR Status | Void? | Description                    | Date Cleared | Amount      |
|---------------------------------------------|----------|-----------|-------|--------------------------------|--------------|-------------|
| <b>MODULE: CHECKS FROM ACCOUNTS PAYABLE</b> |          |           |       |                                |              |             |
| <b>BANK CONTROL ID: GEN - GENERAL FUND</b>  |          |           |       |                                |              |             |
| 024200                                      | 05/09/16 | Marked    | No    | AFLAC                          | 06/08/16     | \$123.33    |
| 024201                                      | 05/09/16 | Marked    | No    | Arizona State Retirement Sys   | 06/08/16     | \$667.36    |
| 024202                                      | 05/09/16 | Marked    | No    | Bennett Oil                    | 06/08/16     | \$975.65    |
| 024203                                      | 05/09/16 | Marked    | No    | Truman Duncan                  | 06/08/16     | \$210.00    |
| 024204                                      | 05/09/16 | Marked    | No    | CenturyLink                    | 06/08/16     | \$964.71    |
| 024205                                      | 05/09/16 | Marked    | No    | Chase - AZ State Withholding   | 06/08/16     | \$2,317.44  |
| 024206                                      | 05/09/16 | Marked    | No    | Chase Bank                     | 06/08/16     | \$57,423.75 |
| 024207                                      | 05/09/16 | Marked    | No    | Chase - US Treas Fed. Withhold | 06/08/16     | \$10,039.55 |
| 024208                                      | 05/09/16 | Marked    | No    | Chino Rentals                  | 06/08/16     | \$23.61     |
| 024209                                      | 05/09/16 | Marked    | No    | City of Prescott (Dispatch)    | 06/08/16     | \$7,100.13  |
| 024210                                      | 05/09/16 | Marked    | No    | Support Payment Clearinghouse  | 06/08/16     | \$431.34    |
| 024211                                      | 05/09/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$98.00     |
| 024212                                      | 05/09/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$111.00    |
| 024213                                      | 05/09/16 | Marked    | No    | Central Yavapai Fire Dist      | 06/08/16     | \$175.93    |
| 024214                                      | 05/09/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$61.00     |
| 024215                                      | 05/09/16 | Marked    | No    | Health Equity                  | 06/08/16     | \$1,399.68  |
| 024216                                      | 05/09/16 | Marked    | No    | Hunt's Building Center         | 06/08/16     | \$224.22    |
| 024217                                      | 05/09/16 | Marked    | No    | Merit Technologies             | 06/08/16     | \$216.00    |
| 024218                                      | 05/09/16 | Marked    | No    | Message Media                  | 06/08/16     | \$59.95     |
| 024219                                      | 05/09/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$860.47    |
| 024220                                      | 05/09/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$2,225.00  |
| 024221                                      | 05/09/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$845.57    |
| 024222                                      | 05/09/16 | Marked    | No    | NTS Communications             | 06/08/16     | \$9.21      |
| 024223                                      | 05/09/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$46.94     |
| 024224                                      | 05/09/16 | Marked    | No    | Public Safety Personnel Retire | 06/08/16     | \$24,709.99 |
| 024225                                      | 05/09/16 | Marked    | No    | Standard Insurance Company     | 06/08/16     | \$514.80    |
| 024226                                      | 05/09/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$678.68    |
| 024227                                      | 05/09/16 | Marked    | No    | UNS Gas, Inc                   | 06/08/16     | \$279.90    |
| 024228                                      | 05/09/16 | Marked    | No    | Chase Card Services            | 06/08/16     | \$6,331.67  |
| 024230                                      | 05/23/16 | Retrieved | No    | AFLAC                          |              | \$123.33    |
| 024231                                      | 05/23/16 | Marked    | No    | Alliance Home Care             | 06/08/16     | \$228.00    |
| 024232                                      | 05/23/16 | Marked    | No    | APS                            | 06/08/16     | \$1,775.81  |
| 024233                                      | 05/23/16 | Marked    | No    | Arizona State Retirement Sys   | 06/08/16     | \$651.08    |
| 024234                                      | 05/23/16 | Retrieved | No    | Auto Trim Plus                 |              | \$229.18    |
| 024235                                      | 05/23/16 | Marked    | No    | DES - Unemployment Tax         | 06/08/16     | \$1,727.00  |
| 024236                                      | 05/23/16 | Marked    | No    | B & W Fire Security Systems    | 06/08/16     | \$290.00    |
| 024237                                      | 05/23/16 | Marked    | No    | Cable One Business             | 06/08/16     | \$84.73     |
| 024238                                      | 05/23/16 | Marked    | No    | Chase - AZ State Withholding   | 06/08/16     | \$2,461.82  |
| 024239                                      | 05/23/16 | Marked    | No    | Chase Bank                     | 06/08/16     | \$59,776.08 |
| 024240                                      | 05/23/16 | Marked    | No    | Chase - US Treas Fed. Withhold | 06/08/16     | \$10,879.50 |
| 024241                                      | 05/23/16 | Marked    | No    | City of Prescott               | 06/08/16     | \$607.38    |
| 024242                                      | 05/23/16 | Marked    | No    | Support Payment Clearinghouse  | 06/08/16     | \$431.34    |
| 024243                                      | 05/23/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$96.00     |
| 024244                                      | 05/23/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$111.00    |
| 024245                                      | 05/23/16 | Retrieved | No    | Central Yavapai Fire Dist      |              | \$11,009.80 |
| 024247                                      | 05/23/16 | Retrieved | No    | Dish Network                   |              | \$103.01    |
| 024248                                      | 05/23/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$61.00     |
| 024249                                      | 05/23/16 | Marked    | No    | Guardian                       | 06/08/16     | \$4,388.05  |
| 024250                                      | 05/23/16 | Retrieved | No    | Health Equity                  |              | \$1,399.68  |
| 024251                                      | 05/23/16 | Marked    | No    | Hunt's Building Center         | 06/08/16     | \$180.58    |
| 024252                                      | 05/23/16 | Marked    | No    | Johnson Mark, LLC              | 06/08/16     | \$993.22    |
| 024253                                      | 05/23/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$901.39    |
| 024254                                      | 05/23/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$2,225.00  |
| 024255                                      | 05/23/16 | Marked    | No    | Nationwide Retirement Solution | 06/08/16     | \$845.57    |
| 024256                                      | 05/23/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$46.94     |
| 024257                                      | 05/23/16 | Marked    | No    | Public Safety Personnel Retire | 06/08/16     | \$25,912.77 |
| 024258                                      | 05/23/16 | Marked    | No    | SC Audit and Accounting        | 06/08/16     | \$412.00    |
| 024259                                      | 05/23/16 | Retrieved | No    | Sharp Electronics Corporation  |              | \$172.66    |
| 024260                                      | 05/23/16 | Marked    | No    | Chase Bank 634641138           | 06/08/16     | \$678.68    |
| 024261                                      | 05/23/16 | Retrieved | No    | United Disposal, Inc           |              | \$180.00    |
| 024262                                      | 05/23/16 | Marked    | No    | US Bank Voyager Fleet Sys      | 06/08/16     | \$952.09    |
| 024263                                      | 05/23/16 | Marked    | No    | Workers Assistance Program, In | 06/08/16     | \$214.60    |

**Chino Valley Fire District**  
**Bank Reconciliation Register**

| Document Number | Date | BR Status | Void? | Description | Date Cleared | Amount |
|-----------------|------|-----------|-------|-------------|--------------|--------|
|-----------------|------|-----------|-------|-------------|--------------|--------|

**MODULE: CHECKS FROM ACCOUNTS PAYABLE**

**BANK CONTROL ID: GEN - GENERAL FUND**

|        |          |        |    |                     |                            |                         |
|--------|----------|--------|----|---------------------|----------------------------|-------------------------|
| 024264 | 05/23/16 | Marked | No | Yavapai Bottled Gas | 06/08/16                   | (CONTINUED)<br>\$494.10 |
|        |          |        |    |                     | <b>SUB TOTAL FOR BANK:</b> | <b>\$249,768.27</b>     |
|        |          |        |    |                     | <b>TOTAL FOR MODULE:</b>   | <b>\$249,768.27</b>     |

**MODULE: DEPOSITS FROM ACCOUNTS RECEIVABLE**

**BANK CONTROL ID: GEN - GENERAL FUND**

|      |          |        |    |         |                            |                   |
|------|----------|--------|----|---------|----------------------------|-------------------|
| 0464 | 05/10/16 | Marked | No | Deposit | 06/08/16                   | \$752.21          |
| 0465 | 05/16/16 | Marked | No | Deposit | 06/08/16                   | \$107.35          |
| 0466 | 05/23/16 | Marked | No | Deposit | 06/08/16                   | \$1,458.32        |
| 0467 | 05/10/16 | Marked | No | Deposit | 06/08/16                   | \$112.55          |
| 0468 | 05/16/16 | Marked | No | Deposit | 06/08/16                   | \$5,065.40        |
| 0472 | 05/31/16 | Marked | No | Deposit | 06/08/16                   | \$827.00          |
|      |          |        |    |         | <b>SUB TOTAL FOR BANK:</b> | <b>\$8,322.83</b> |
|      |          |        |    |         | <b>TOTAL FOR MODULE:</b>   | <b>\$8,322.83</b> |

**MODULE: ADJUSTMENTS FROM BANK RECONCILIATION**

**BANK CONTROL ID: GEN - GENERAL FUND**

|                    |          |        |    |                    |                            |                   |
|--------------------|----------|--------|----|--------------------|----------------------------|-------------------|
| Adj Direct Deposit | 05/31/16 | Marked | No | Adj Direct Deposit | 06/08/16                   | \$2,200.00        |
|                    |          |        |    |                    | <b>SUB TOTAL FOR BANK:</b> | <b>\$2,200.00</b> |
|                    |          |        |    |                    | <b>TOTAL FOR MODULE:</b>   | <b>\$2,200.00</b> |

**MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER**

**BANK CONTROL ID: GEN - GENERAL FUND**

|                     |          |        |    |                                |                            |                       |
|---------------------|----------|--------|----|--------------------------------|----------------------------|-----------------------|
| D.Buntin Direct Dep | 05/31/16 | Marked | No | Reclass Buntin Direct Deposit  | 06/08/16                   | \$2,200.00            |
| Tax Revenue         | 05/31/16 | Marked | No | Tax and Interest Revenue       | 06/08/16                   | \$176,866.98          |
| Trans FY 15 funds   | 05/11/16 | Marked | No | Transfer from GF to Capital Re | 06/08/16                   | \$1,587,319.93        |
|                     |          |        |    |                                | <b>SUB TOTAL FOR BANK:</b> | <b>\$1,766,386.91</b> |
|                     |          |        |    |                                | <b>TOTAL FOR MODULE:</b>   | <b>\$1,766,386.91</b> |

**MODULE: CHECKS FROM PAYROLL**

**BANK CONTROL ID: GEN - GENERAL FUND**

|        |          |        |    |                      |          |        |
|--------|----------|--------|----|----------------------|----------|--------|
| 033696 | 05/10/16 | Marked | No | Johnathan R Apolinar | 06/08/16 | \$0.00 |
| 033697 | 05/10/16 | Marked | No | Ben D Buchanan       | 06/08/16 | \$0.00 |
| 033698 | 05/10/16 | Marked | No | Scott D Bulters      | 06/08/16 | \$0.00 |
| 033699 | 05/10/16 | Marked | No | Darrell R Buntin III | 06/08/16 | \$0.00 |
| 033700 | 05/10/16 | Marked | No | Douglas J Copenhaver | 06/08/16 | \$0.00 |
| 033701 | 05/10/16 | Marked | No | Phillip C Cox        | 06/08/16 | \$0.00 |
| 033702 | 05/10/16 | Marked | No | Adam J Croft         | 06/08/16 | \$0.00 |
| 033703 | 05/10/16 | Marked | No | Bryan K Dalton       | 06/08/16 | \$0.00 |
| 033704 | 05/10/16 | Marked | No | Glenn T Davidson     | 06/08/16 | \$0.00 |
| 033705 | 05/10/16 | Marked | No | Ren W Douglas        | 06/08/16 | \$0.00 |
| 033706 | 05/10/16 | Marked | No | Scott A Freitag      | 06/08/16 | \$0.00 |
| 033707 | 05/10/16 | Marked | No | Timothy B Gallman    | 06/08/16 | \$0.00 |
| 033708 | 05/10/16 | Marked | No | James E Ginn         | 06/08/16 | \$0.00 |
| 033709 | 05/10/16 | Marked | No | Daniel W Gnagey      | 06/08/16 | \$0.00 |
| 033710 | 05/10/16 | Marked | No | Nathaniel D Green    | 06/08/16 | \$0.00 |
| 033711 | 05/10/16 | Marked | No | Nicholas R Guzzo     | 06/08/16 | \$0.00 |
| 033712 | 05/10/16 | Marked | No | Jory Ingrao          | 06/08/16 | \$0.00 |
| 033713 | 05/10/16 | Marked | No | Terrence L Jacobson  | 06/08/16 | \$0.00 |
| 033714 | 05/10/16 | Marked | No | David L Johnson      | 06/08/16 | \$0.00 |
| 033715 | 05/10/16 | Marked | No | Peter J Lynch        | 06/08/16 | \$0.00 |
| 033716 | 05/10/16 | Marked | No | Mathew T Mayhall     | 06/08/16 | \$0.00 |
| 033717 | 05/10/16 | Marked | No | Eric R Merrill       | 06/08/16 | \$0.00 |
| 033718 | 05/10/16 | Marked | No | Thomas E Muniz       | 06/08/16 | \$0.00 |
| 033719 | 05/10/16 | Marked | No | Michael J Nelson     | 06/08/16 | \$0.00 |
| 033720 | 05/10/16 | Marked | No | Samuel F Ramirez     | 06/08/16 | \$0.00 |
| 033721 | 05/10/16 | Marked | No | Robert A Rendl       | 06/08/16 | \$0.00 |
| 033722 | 05/10/16 | Marked | No | Jerry R Roberts      | 06/08/16 | \$0.00 |



Chino Valley Fire District  
Bank Reconciliation Register

| Document Number                            | Date     | BR Status | Void? | Description          | Date Cleared | Amount        |
|--------------------------------------------|----------|-----------|-------|----------------------|--------------|---------------|
| <b>MODULE: CHECKS FROM PAYROLL</b>         |          |           |       |                      |              |               |
| <b>BANK CONTROL ID: GEN - GENERAL FUND</b> |          |           |       |                      |              | (CONTINUED)   |
| 033723                                     | 05/10/16 | Marked    | No    | Benjamin H Roche     | 06/08/16     | \$0.00        |
| 033724                                     | 05/10/16 | Marked    | No    | Cody S Rose          | 06/08/16     | \$0.00        |
| 033725                                     | 05/10/16 | Marked    | No    | Alan J Schuster Jr.  | 06/08/16     | \$0.00        |
| 033726                                     | 05/10/16 | Marked    | No    | Rhonda U Skinner     | 06/08/16     | \$0.00        |
| 033727                                     | 05/10/16 | Marked    | No    | Timothy E Snyder     | 06/08/16     | \$0.00        |
| 033728                                     | 05/10/16 | Marked    | No    | Jeff Stewart         | 06/08/16     | \$0.00        |
| 033729                                     | 05/10/16 | Marked    | No    | Shawn S Tarver       | 06/08/16     | \$0.00        |
| 033730                                     | 05/10/16 | Marked    | No    | Karen W Viscardi     | 06/08/16     | \$0.00        |
| 033731                                     | 05/10/16 | Marked    | No    | Robert P Zazueta     | 06/08/16     | \$0.00        |
| 033732                                     | 05/24/16 | Marked    | No    | Johnathan R Apolinar | 06/08/16     | \$0.00        |
| 033733                                     | 05/24/16 | Marked    | No    | Ben D Buchanan       | 06/08/16     | \$0.00        |
| 033734                                     | 05/24/16 | Marked    | No    | Scott D Bulters      | 06/08/16     | \$0.00        |
| 033735                                     | 05/24/16 | Marked    | No    | Darrell R Buntin III | 06/08/16     | \$0.00        |
| 033736                                     | 05/24/16 | Marked    | No    | Douglas J Copenhaver | 06/08/16     | \$0.00        |
| 033737                                     | 05/24/16 | Marked    | No    | Phillip C Cox        | 06/08/16     | \$0.00        |
| 033738                                     | 05/24/16 | Marked    | No    | Adam J Croft         | 06/08/16     | \$0.00        |
| 033739                                     | 05/24/16 | Marked    | No    | Bryan K Dalton       | 06/08/16     | \$0.00        |
| 033740                                     | 05/24/16 | Marked    | No    | Glenn T Davidson     | 06/08/16     | \$0.00        |
| 033741                                     | 05/24/16 | Marked    | No    | Ren W Douglas        | 06/08/16     | \$0.00        |
| 033742                                     | 05/24/16 | Marked    | No    | Scott A Freitag      | 06/08/16     | \$0.00        |
| 033743                                     | 05/24/16 | Marked    | No    | Timothy B Gallman    | 06/08/16     | \$0.00        |
| 033744                                     | 05/24/16 | Marked    | No    | James E Ginn         | 06/08/16     | \$0.00        |
| 033745                                     | 05/24/16 | Marked    | No    | Daniel W Gnagey      | 06/08/16     | \$0.00        |
| 033746                                     | 05/24/16 | Marked    | No    | Nathaniel D Green    | 06/08/16     | \$0.00        |
| 033747                                     | 05/24/16 | Marked    | No    | Nicholas R Guzzo     | 06/08/16     | \$0.00        |
| 033748                                     | 05/24/16 | Marked    | No    | Jory Ingrao          | 06/08/16     | \$0.00        |
| 033749                                     | 05/24/16 | Marked    | No    | Terrence L Jacobson  | 06/08/16     | \$0.00        |
| 033750                                     | 05/24/16 | Marked    | No    | David L Johnson      | 06/08/16     | \$0.00        |
| 033751                                     | 05/24/16 | Marked    | No    | Peter J Lynch        | 06/08/16     | \$0.00        |
| 033752                                     | 05/24/16 | Marked    | No    | Mathew T Mayhall     | 06/08/16     | \$0.00        |
| 033753                                     | 05/24/16 | Marked    | No    | Eric R Merrill       | 06/08/16     | \$0.00        |
| 033754                                     | 05/24/16 | Marked    | No    | Thomas E Muniz       | 06/08/16     | \$0.00        |
| 033755                                     | 05/24/16 | Marked    | No    | Michael J Nelson     | 06/08/16     | \$0.00        |
| 033756                                     | 05/24/16 | Marked    | No    | Samuel F Ramirez     | 06/08/16     | \$0.00        |
| 033757                                     | 05/24/16 | Marked    | No    | Robert A Rendl       | 06/08/16     | \$0.00        |
| 033758                                     | 05/24/16 | Marked    | No    | Jerry R Roberts      | 06/08/16     | \$0.00        |
| 033759                                     | 05/24/16 | Marked    | No    | Benjamin H Roche     | 06/08/16     | \$0.00        |
| 033760                                     | 05/24/16 | Marked    | No    | Cody S Rose          | 06/08/16     | \$0.00        |
| 033761                                     | 05/24/16 | Marked    | No    | Alan J Schuster Jr.  | 06/08/16     | \$0.00        |
| 033762                                     | 05/24/16 | Marked    | No    | Rhonda U Skinner     | 06/08/16     | \$0.00        |
| 033763                                     | 05/24/16 | Marked    | No    | Timothy E Snyder     | 06/08/16     | \$0.00        |
| 033764                                     | 05/24/16 | Marked    | No    | Jeff Stewart         | 06/08/16     | \$0.00        |
| 033765                                     | 05/24/16 | Marked    | No    | Shawn S Tarver       | 06/08/16     | \$0.00        |
| 033766                                     | 05/24/16 | Marked    | No    | Karen W Viscardi     | 06/08/16     | \$0.00        |
| 033767                                     | 05/24/16 | Marked    | No    | Robert P Zazueta     | 06/08/16     | \$0.00        |
| <b>SUB TOTAL FOR BANK:</b>                 |          |           |       |                      |              | <b>\$0.00</b> |
| <b>TOTAL FOR MODULE:</b>                   |          |           |       |                      |              | <b>\$0.00</b> |

**Chino Valley Fire District**  
**BR Adjustments Report**  
For the Bank Statement ending: 5/31/16

| Date                                            | Document           | Description        | GL Account       | Offset Amt | Adj. Amt                   |
|-------------------------------------------------|--------------------|--------------------|------------------|------------|----------------------------|
| DOCUMENT: ADJ DIRECT DEPOSIT                    |                    |                    | 0000000000000000 |            | BANK: GEN                  |
| 05/31/16                                        | Adj Direct Deposit | Adj Direct Deposit | Excluded from GL | \$2,200.00 |                            |
| 05/31/16                                        | Adj Direct Deposit | Adj Direct Deposit | 10.1100.0.0.000  |            | (\$2,200.00)               |
| ADJUSTMENT DOCUMENT 'ADJ DIRECT DEPOSIT' TOTAL: |                    |                    |                  |            | <u>(\$2,200.00)</u>        |
| TOTAL FOR ALL ADJUSTMENTS:                      |                    |                    |                  |            | <u><u>(\$2,200.00)</u></u> |

Chino Valley Fire District  
Capital Reserve Project Fund

Fiscal Year  
2015-16

| 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   |
| 04/30/16 | Interest                      | \$0.00         |        | \$989,197.85   |
| 05/31/16 | Transfer In                   | \$1,587,319.93 |        | \$2,576,517.78 |
|          |                               |                |        |                |
|          |                               |                |        |                |
|          |                               |                |        |                |
|          |                               |                |        |                |

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Yavapai County Treasurer  
Monthly Statement

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\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 7  
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|                 | (---Period---) | (-----Y-T-D-----) |       |            |                    |
|-----------------|----------------|-------------------|-------|------------|--------------------|
| Begin Balance:  | 2,610,553.89   | 2,048,295.97      |       |            |                    |
| Income . . . :  | 185,189.81     | 4,343,199.22      |       |            |                    |
| LOC Advance . : | .00            | .00               |       |            |                    |
| Expense . . . : | 1,940,493.07-  | 5,536,244.56-     | LOC : | .00        | Levy: 3,481,221.47 |
| LOC Payments :  | .00            | .00               | Out : | .00        | Coll: 3,299,541.73 |
| Cash Balance :  | 855,250.63     | 855,250.63        | End : | 855,250.63 | Adj : 4,150.11-    |
|                 |                |                   |       |            | Out : 177,529.63   |

Transaction Summary By Source  
Source Description

|                                           | Beginning Balance: | 2,610,553.89<br>Monthly | 2,048,295.97<br>Yearly |
|-------------------------------------------|--------------------|-------------------------|------------------------|
| 20021 2002 UPP Taxes                      |                    | .00                     | 3.78                   |
| 20031 2003 UPP Taxes                      |                    | .00                     | 4.78                   |
| 20041 2004 UPP Taxes                      |                    | .00                     | 5.81                   |
| 20051 2005 UPP Taxes                      |                    | .00                     | 11.69                  |
| 20061 2006 UPP Taxes                      |                    | 1.16                    | 14.01                  |
| 20071 2007 UPP Taxes                      |                    | .00                     | 61.01                  |
| 20081 2008 UPP Taxes                      |                    | .00                     | 91.94                  |
| 20091 2009 UPP Taxes                      |                    | .00                     | 573.73                 |
| 20101 2010 UPP Taxes                      |                    | .00                     | 1,687.84               |
| 20102 2010 RE Taxes                       |                    | .00                     | .00                    |
| 20111 2011 UPP Taxes                      |                    | .00                     | 1,976.69               |
| 20112 2011 RE Taxes                       |                    | .00                     | 138.31                 |
| 20121 2012 UPP Taxes                      |                    | 4.38                    | 884.96                 |
| 20122 2012 RE Taxes                       |                    | .00                     | 230.84                 |
| 20131 2013 UPP Taxes                      |                    | .00                     | 615.20                 |
| 20132 2013 RE Taxes                       |                    | .00                     | 8,556.31               |
| 20141 2014 UPP Taxes                      |                    | 49.83                   | 8,059.15               |
| 20142 2014 RE Taxes                       |                    | 1.53                    | 106,681.56             |
| 20151 2015 UPP Taxes                      |                    | 5,166.10                | 74,701.99              |
| 20152 2015 RE Taxes                       |                    | 119,933.18              | 3,224,839.74           |
| 37122 Fire District Deposit               |                    | 8,322.83                | 594,646.98             |
| 37130 ADOT & Fish and Game in-lieu        |                    | .00                     | 189.97                 |
| 37150 FDAT Distributions                  |                    | 51,376.26               | 309,129.62             |
| 38108 Interest on Investments ICM         |                    | .00                     | 7,083.14               |
| 38109 Interest on Investments St Treas    |                    | 334.54                  | 1,355.55               |
| 38113 Interest on Investments-Wells Fargo |                    | .00                     | 1,390.05               |
| 38120 Interest on Transwestern Loan       |                    | .00                     | 264.57                 |
| 91032 Warrants Redeemed                   |                    | 353,173.14-             | 3,948,924.63-          |
| 91702 Transfer out                        |                    | 1,587,319.93-           | 1,587,319.93-          |

Ending Balances:

855,250.63

855,250.63

Real Estate Taxes: 119,934.71  
UPP Taxes: 5,221.47  
FDAT: 51,376.26  
Interest: 334.54  
Subtotal: \$ 176,866.98

Subtotal: 176,866.98  
Fire District Deposits: 8,322.83  
Total: 185,189.81

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Yavapai County Treasurer  
Monthly Statement

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\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 1  
\*\*\*\*\*

| T R A N S A C T I O N S |        |                       |                               | Begin Balance: | 2,610,553.89   |
|-------------------------|--------|-----------------------|-------------------------------|----------------|----------------|
| Date                    | Source | Description           | Notes                         |                | Debits/Credits |
| 5/02                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004275        | 29.97          |
| 5/02                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004275        | 30,234.02      |
| 5/02                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013607     | 34,525.74      |
| 5/02                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013609     | 74,904.64-     |
| 5/03                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004276        | 454.58         |
| 5/03                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004275        | 459.82         |
| 5/03                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004276        | 3,565.61       |
| 5/03                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013610     | 2,057.80       |
| 5/03                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013612     | 32,412.72-     |
| 5/04                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004277        | 696.02         |
| 5/04                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004277        | 22,409.25      |
| 5/04                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013613     | 7,071.19       |
| 5/04                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013615     | 3,922.73-      |
| 5/05                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004278        | 1,040.71       |
| 5/05                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004278        | 22,980.02      |
| 5/05                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013616     | 2,373.17       |
| 5/06                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004279        | 2,564.65       |
| 5/06                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004279        | 13,673.51      |
| 5/06                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013619     | 1,818.48       |
| 5/06                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013621     | 5,348.61-      |
| 5/09                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004280        | 28.99          |
| 5/09                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004280        | 5,838.14       |
| 5/09                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013622     | 1,308.84       |
| 5/09                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013624     | 33.83-         |
| 5/10                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004281        | 3,160.98       |
| 5/10                    | 37122  | Fire District Deposit | CHINO VALLEY FIRE DISTRICT    | 0041194        | 864.76         |
| 5/10                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013625     | 327.53         |
| 5/10                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013627     | 77,108.03-     |
| 5/11                    | 20121  | 2012 UPP Taxes        | TAX DISTRIBUTION              | 0004282        | 4.38           |
| 5/11                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004282        | 18.90          |
| 5/11                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004282        | 1,029.45       |
| 5/11                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013628     | 397.93         |
| 5/11                    | 91702  | Transfer out          | CHINO VALLEY FD EMAIL TRANS R | 1006949        | 1,587,319.93-  |
| 5/12                    | 20061  | 2006 UPP Taxes        | TAX DISTRIBUTION              | 0004283        | 1.16           |
| 5/12                    | 20142  | 2014 RE Taxes         | TAX DISTRIBUTION              | 0004283        | 1.53           |
| 5/12                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004283        | 1,050.17       |
| 5/12                    | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI | 1000013631     | 188.65         |
| 5/12                    | 91032  | Warrants Redeemed     | PAID WARRANTS                 | 1000013633     | 3,318.96-      |
| 5/13                    | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION              | 0004284        | .63            |
| 5/13                    | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION              | 0004284        | 1,501.01       |

Debit Page Totals: 1,784,369.45- Credit Page Totals: 161,677.59 Page End Totals: 987,862.03



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Yavapai County Treasurer  
Monthly Statement

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\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 2  
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| T R A N S A C T I O N S |        |                                  |                                          |                |
|-------------------------|--------|----------------------------------|------------------------------------------|----------------|
| Date                    | Source | Description                      | Notes                                    | Debits/Credits |
| 5/13                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013634 | 145.76         |
| 5/13                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013636                 | 36,690.18-     |
| 5/16                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004285                 | 1,972.11       |
| 5/16                    | 37122  | Fire District Deposit            | 0041243                                  | 5,172.75       |
| 5/16                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013637 | 71.33          |
| 5/16                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013639                 | 1,532.22-      |
| 5/17                    | 20141  | 2014 UPP Taxes                   | TAX DISTRIBUTION 0004286                 | 49.83          |
| 5/17                    | 20151  | 2015 UPP Taxes                   | TAX DISTRIBUTION 0004286                 | 51.21          |
| 5/17                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004286                 | 950.98         |
| 5/17                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013640 | 147.37         |
| 5/18                    | 20151  | 2015 UPP Taxes                   | TAX DISTRIBUTION 0004287                 | 18.45          |
| 5/18                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004287                 | 1,689.95       |
| 5/18                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013643 | 63.79          |
| 5/18                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013645                 | 199.54-        |
| 5/19                    | 20151  | 2015 UPP Taxes                   | TAX DISTRIBUTION 0004288                 | 60.78          |
| 5/19                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004288                 | 667.94         |
| 5/19                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013646 | 94.11          |
| 5/19                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013648                 | 216.00-        |
| 5/20                    | 20151  | 2015 UPP Taxes                   | TAX DISTRIBUTION 0004289                 | 40.36          |
| 5/20                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004289                 | 859.27         |
| 5/20                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013649 | 140.03         |
| 5/20                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013651                 | 59.95-         |
| 5/23                    | 20151  | 2015 UPP Taxes                   | TAX DISTRIBUTION 0004290                 | 98.32          |
| 5/23                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004290                 | 1,498.63       |
| 5/23                    | 37122  | Fire District Deposit            | CHINO VALLEY FIRE DISTRICT 0041300       | 1,458.32       |
| 5/23                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013652 | 85.59          |
| 5/24                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004291                 | 1,215.23       |
| 5/24                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013655 | 163.57         |
| 5/24                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013657                 | 74,111.02-     |
| 5/25                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004292                 | 623.38         |
| 5/25                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013658 | 61.93          |
| 5/26                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004293                 | 1,523.99       |
| 5/26                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013661 | 50.11          |
| 5/26                    | 91032  | Warrants Redeemed                | PAID WARRANTS 1000013663                 | 5,420.61-      |
| 5/27                    | 20152  | 2015 RE Taxes                    | TAX DISTRIBUTION 0004294                 | 1,211.40       |
| 5/27                    | 37150  | FDAT Distributions               | DISTRIBUTE FIRE DISTRICT ASSI 1000013664 | 83.90          |
| 5/27                    | 38109  | Interest on Investments St Treas | INVESTMENT INTEREST 1000013666           | 190.20         |
| 5/27                    | 38109  | Interest on Investments St Treas | INVESTMENT INTEREST 1000013666           | 109.26         |
| 5/27                    | 38109  | Interest on Investments St Treas | INVESTMENT INTEREST 1000013670           | 22.28          |
| 5/27                    | 38109  | Interest on Investments St Treas | INVESTMENT INTEREST 1000013670           | 12.80          |

Debit Page Totals: 1,902,598.97- Credit Page Totals: 182,282.52 Page End Totals: 890,237.44

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Yavapai County Treasurer  
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\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 3  
\*\*\*\*\*

T R A N S A C T I O N S

| Date | Source | Description           | Notes                                    | Debits/Credits |
|------|--------|-----------------------|------------------------------------------|----------------|
| 5/27 | 91032  | Warrants Redeemed     | PAID WARRANTS 1000013667                 | 37,267.50-     |
| 5/27 | 91032  | Warrants Redeemed     | PAID WARRANTS 1000013671                 | 626.60-        |
| 5/31 | 20151  | 2015 UPP Taxes        | TAX DISTRIBUTION 0004295                 | 62.53          |
| 5/31 | 20152  | 2015 RE Taxes         | TAX DISTRIBUTION 0004295                 | 1,818.32       |
| 5/31 | 37122  | Fire District Deposit | 0041328                                  | 827.00         |
| 5/31 | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI 1000013668 | 99.72          |
| 5/31 | 37150  | FDAT Distributions    | DISTRIBUTE FIRE DISTRICT ASSI 1000013672 | 99.72          |

Ending Debit Totals: 1,940,493.07- Ending Credit Totals: 185,189.81 Ending Balance: 855,250.63

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Yavapai County Treasurer  
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\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 4  
\*\*\*\*\*

| Account      | Fund | Stat | Payee | Warrant  | Amount    | Issue Date | Date      | Voucher |
|--------------|------|------|-------|----------|-----------|------------|-----------|---------|
| 6-65540-0000 | 655  | PAID | /     | 00024160 | 123.33    | 4/25/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024163 | 5,245.60  | 4/25/2016  | 5/06/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024164 | 27,689.39 | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024165 | 84.73     | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024169 | 1,205.00  | 4/25/2016  | 5/04/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024173 | 21,234.21 | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024175 | 6,272.76  | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024178 | 33.83     | 4/25/2016  | 5/09/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024179 | 103.01    | 4/25/2016  | 5/06/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024180 | 629.40    | 4/25/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024182 | 253.05    | 4/25/2016  | 5/04/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024183 | 4,388.05  | 4/25/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024184 | 1,399.68  | 4/25/2016  | 5/04/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024185 | 17.53     | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024186 | 2,251.44  | 4/25/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024187 | 168.96    | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024188 | 2,699.07  | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024189 | 885.00    | 4/25/2016  | 5/04/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024190 | 908.06    | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024191 | 13,617.07 | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024192 | 845.57    | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024194 | 24,980.31 | 4/25/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024195 | 40.19     | 4/26/2016  | 5/03/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024196 | 489.46    | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024198 | 180.00    | 4/25/2016  | 5/04/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024199 | 877.83    | 4/25/2016  | 5/02/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024200 | 123.33    | 5/09/2016  | 5/16/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024201 | 667.36    | 5/09/2016  | 5/12/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024202 | 975.65    | 5/09/2016  | 5/12/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024203 | 210.00    | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024204 | 964.71    | 5/09/2016  | 5/12/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024205 | 2,317.44  | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024206 | 57,423.75 | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024207 | 10,039.55 | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024208 | 23.61     | 5/09/2016  | 5/18/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024209 | 7,100.13  | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024210 | 431.34    | 5/09/2016  | 5/12/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024211 | 98.00     | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024212 | 111.00    | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024213 | 175.93    | 5/09/2016  | 5/18/2016 |         |



6/01/16  
11:42:06

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 5  
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| Account      | Fund | Stat | Payee | Warrant  | Amount    | Issue Date | Date      | Voucher |
|--------------|------|------|-------|----------|-----------|------------|-----------|---------|
| 6-65540-0000 | 655  | PAID | /     | 00024214 | 61.00     | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024215 | 1,399.68  | 5/09/2016  | 5/16/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024216 | 224.22    | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024217 | 216.00    | 5/09/2016  | 5/19/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024218 | 59.95     | 5/09/2016  | 5/20/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024219 | 860.47    | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024220 | 2,225.00  | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024221 | 845.57    | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024222 | 9.21      | 5/09/2016  | 5/16/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024223 | 46.94     | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024224 | 24,709.99 | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024225 | 514.80    | 5/09/2016  | 5/13/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024226 | 678.68    | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024227 | 279.90    | 5/09/2016  | 5/12/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024228 | 6,331.67  | 5/09/2016  | 5/10/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024231 | 228.00    | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024232 | 1,775.81  | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024233 | 651.08    | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024235 | 1,727.00  | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024236 | 290.00    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024237 | 84.73     | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024238 | 2,461.82  | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024239 | 59,776.08 | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024240 | 10,879.50 | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024241 | 607.38    | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024242 | 431.34    | 5/23/2016  | 5/26/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024243 | 96.00     | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024244 | 111.00    | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024248 | 61.00     | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024249 | 4,388.05  | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024251 | 180.58    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024252 | 993.22    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024253 | 901.39    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024254 | 2,225.00  | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024255 | 845.57    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024256 | 46.94     | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024257 | 25,912.77 | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024258 | 412.00    | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024260 | 678.68    | 5/23/2016  | 5/24/2016 |         |
| 6-65540-0000 | 655  | PAID | /     | 00024262 | 952.09    | 5/23/2016  | 5/27/2016 |         |

6/01/16  
11:42:06

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2016 to 5/31/2016 Page: 6  
\*\*\*\*\*

| Account              | Fund Stat Payee | Warrant  | Amount     | Issue Date | Date      | Voucher |
|----------------------|-----------------|----------|------------|------------|-----------|---------|
| 6-65540-0000         | 655 PAID /      | 00024263 | 214.60     | 5/23/2016  | 5/27/2016 |         |
| 6-65540-0000         | 655 PAID /      | 00024264 | 494.10     | 5/23/2016  | 5/27/2016 |         |
| Status Subtotal      | :               | 82       | 353,173.14 |            |           |         |
| Fund Subtotal        | :               | 82       | 353,173.14 |            |           |         |
| Total Paid Warrants: |                 | 82       | 353,173.14 |            |           |         |
| Total Outstanding. : |                 | 5        | 2,423.38   |            |           |         |
| Total Void Warrants: |                 |          | .00        |            |           |         |
| Total Registered . : |                 |          | .00        |            |           |         |

6/01/16  
11:42:06

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65840-0000 Chino Fire District Capital Reserve Date Range: 5/01/2016 to 5/31/2016 Page: 3  
\*\*\*\*\*

|                 | (---Period---) | (-----Y-T-D-----) |       |              |                 |
|-----------------|----------------|-------------------|-------|--------------|-----------------|
| Begin Balance:  | 989,197.85     | 989,197.85        |       |              |                 |
| Income . . . :  | 1,587,319.93   | 1,587,319.93      |       |              |                 |
| LOC Advance . : | .00            | .00               |       |              |                 |
| Expense . . . : | .00            | .00               | LOC : | .00          | Levy: 22,466.32 |
| LOC Payments :  | .00            | .00               | Out : | .00          | Coll: 18,885.80 |
| Cash Balance :  | 2,576,517.78   | 2,576,517.78      | End : | 2,576,517.78 | Adj : 13.48-    |
|                 |                |                   |       |              | Out : 3,567.04  |

Transaction Summary By Source  
Source Description

07376 ~~Transfer in~~

|                    |                         |              |
|--------------------|-------------------------|--------------|
| Beginning Balance: | 989,197.85              | 989,197.85   |
|                    | Monthly                 | Yearly       |
|                    | <del>1,587,319.93</del> | 1,587,319.93 |
| Ending Balances:   | 2,576,517.78            | 2,576,517.78 |

Transfer - In: \$1,587,319.93

6/01/16  
11:42:06

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65840-0000 Chino Fire District Capital Reserve Date Range: 5/01/2016 to 5/31/2016 Page: 1  
\*\*\*\*\*

| T R A N S A C T I O N S |        |             |                                       | Begin Balance:        | 989,197.85     |
|-------------------------|--------|-------------|---------------------------------------|-----------------------|----------------|
| Date                    | Source | Description | Notes                                 |                       | Debits/Credits |
| 5/11                    | 07376  | Transfer in | CHINO VALLEY FD EMAIL TRANS R 1006949 |                       | 1,587,319.93   |
| Ending Debit Totals:    |        |             | .00                                   | Ending Credit Totals: | 1,587,319.93   |
|                         |        |             |                                       | Ending Balance:       | 2,576,517.78   |

6/01/16  
11:42:06

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65840-0000 Chino Fire District Capital Reserve Date Range: 5/01/2016 to 5/31/2016 Page: 2  
\*\*\*\*\*

| Account              | Fund | Stat | Payee | Warrant | Amount | Issue Date | Date | Voucher |
|----------------------|------|------|-------|---------|--------|------------|------|---------|
| Status Subtotal      | :    |      |       |         | .00    |            |      |         |
| Fund Subtotal        | :    |      |       |         | .00    |            |      |         |
| Total Paid Warrants: |      |      |       |         | .00    |            |      |         |
| Total Outstanding:   |      |      |       |         | .00    |            |      |         |
| Total Void Warrants: |      |      |       |         | .00    |            |      |         |
| Total Registered .:  |      |      |       |         | .00    |            |      |         |

Chino Valley Fire District  
GL Trial Balance Worksheet  
For The Period of 5/1/2016 through 5/31/2016

| Account         | Description              | Balances              |                     |                       |                     | Adjustments |
|-----------------|--------------------------|-----------------------|---------------------|-----------------------|---------------------|-------------|
|                 |                          | Beginning             | Debits              | Credits               | Ending              |             |
| 10.1100.0.0.000 | Cash with Yavapai County | \$2,493,703.04        | \$302,389.64        | \$1,956,088.03        | \$840,004.65        |             |
| TOTALS:         |                          | <u>\$2,493,703.04</u> | <u>\$302,389.64</u> | <u>\$1,956,088.03</u> | <u>\$840,004.65</u> |             |

**From:** Mat Mayhall  
**Sent:** Thursday, May 12, 2016 4:30 PM  
**To:** All Personnel  
**Subject:** FW: Incident on [REDACTED]

Good job guys!

**From:** Rob Zazueta  
**Sent:** Thursday, May 12, 2016 2:42 PM  
**To:** Mat Mayhall  
**Cc:** Alan Schuster; Eric Ginn; Jeff Polacek  
**Subject:** Incident on Beverly Ln

Chief,

I wanted to take a moment to share a positive experience during our shift today. Over the past few weeks, the crews at Station 62 have been running calls to a residence on [REDACTED] to assist an elderly woman off of the ground and to assist in her basic day to day needs. This morning, we were dispatched twice before noon to attend to her needs and the last one we found her in bed where she had a bowel movement and had been very messy. The crew didn't hesitate to jump in there and treat her with respect while getting her ready for transport to the hospital. The patient was taken from her bed and put in the shower to clean her up before transporting her to the hospital and attempting to salvage her dignity in which the Lifeline crew was very grateful and impressed with our bedside manner. These types of calls seem overwhelming, however it is always the type of incident that proves our value and our pride in caring for this community. I wanted to pass this along for record but to also inform you that we have some big hearts in our organization and I'm proud to be a part of it.

Professionally,  
Rob Zazueta  
Captain/ Paramedic

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# **Verde Valley Fire District**

**2700 E. GODARD ROAD, COTTONWOOD, AZ 86326**  
**PHONE: (928) 634-2578 FAX: (928) 646-5737**

June 7, 2016

Scott Freitag  
Fire Chief, Central Arizona Fire and Medical  
8555 E. Yavapai Rd  
Prescott Valley, AZ 86314

Chief Freitag,

Recently, the Verde Valley Fire District hosted an Oral Board Assessment for a New Firefighter positions. This 1 day oral board assessment was only possible with the support from Chief Polacek and allowing Captain Rob Zazueta and Engineer Eric Merrill to participate. These two gentlemen were instrumental in the process as they shared their expertise and professionalism.

Their involvement and judgment towards the candidates helped with the process in identifying strengths and weaknesses which ultimately justified their scores. With their support we were able to identify 3 excellent candidates for new hire. Please share our appreciation with these three gentlemen.

Thank you for your support.

Respectfully,

---

Nazih M. Hazime  
Fire Chief  
Verde Valley Fire District





## *Arizona Department of Child Safety*

**Douglas A. Ducey**  
Governor

**Gregory McKay**  
Director

May 5, 2016

Central Arizona Fire and Medical Authority  
Mandy Ayers  
Shaun Jones  
Sam Ramirez  
8555 E. Yavapai Rd  
Prescott Valley, Az. 86314

Dear Mandy, Shaun and Sam,

On behalf of the planning committee for the Western Yavapai County Department of Child Safety, I would like to extend our heartfelt thanks for speaking recently to our organization on April 28<sup>th</sup>, 2016.

The feedback from this meeting was extremely positive. Your presentation was excellent and was thoroughly enjoyed by everyone. We are so grateful for the time and effort you took to share your thoughts, experiences and knowledge with our participating offices.

Once again, thank you for sharing your topic knowledge and helping to support the Department of Child Safety. Thank you for joining us and best to you in your professional endeavors.

Sincerely,

Melissa Ward  
DCS Supervisor



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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### Chief's Report

#### By Fire Chief Freitag

As of this board meeting we are less than two weeks away from the official start of Central Arizona Fire and Medical Authority. It would be a gross understatement to say everyone is working fast and furious to wrap up our processes. As to be expected, we hit an occasional road bump that takes a little more time, but we have been able to overcome. I would be remiss if I did not recognize our amazing staff for their tireless efforts to pull this together. Chief Tharp, his managers and staff have done yeomen's work with the IGA's, contracts, finance, payroll, and human resource files/processes that had to be updated.

Pioneer Title is finalizing all documentation required for the transfer of real property to CAFMA, with the exception of the training facility. As you recall, the training facility is currently a part of the ACE drainage suit and cannot be transferred until the suit is resolved. All rolling stock has been transferred through the license bureau and will be official July 1<sup>st</sup>.

Signs at the stations and on the apparatus have been slowly changing over. I do not have a definitive date for completion, but should be by August. All uniforms have been issued, so as of 0800 July 1<sup>st</sup> all employees will be required to wear the CAFMA branded uniforms. No CVFD or CYFD uniforms are allowed after that date. Chief Bliss and his staff have done a tremendous amount of work to ensure everything in Planning and Logistics remains on track.

Policies and SOG's remain a work in progress however we have been able to update those deemed priority 1 and 2 on time. While this is an accomplishment, Policies and SOG's will remain manuals that are under constant review. We will have the updated manuals for the CAFMA board at the July meeting. Until then, we will continue working under the joint policies which will be converted to CAFMA. We are grateful to Operations Chief Polacek and his personnel for all of their efforts during this transition.

The Strategic Planning committee has completed their work for next fiscal year and will present the completed document at the meeting on June 21<sup>st</sup>. We feel the document is comprehensive and holds true to our Mission, Vision and Values as set forth in the Compass. The Strategic plan will be before the CAFMA board only for approval; however it is available to all board members. Our committee was comprised of both internal and external stake holders and should reflect the communities we serve.

I have negotiated with Fain group on a piece of property in back of Stoneridge at the end of Old Black Canyon Highway just as the black top ends on the North side of the road. The CYFD board had approved the purchase of the property as part of this fiscal year's budget for the purposes of a future fire station. Mr. Ron Fain and I have tentatively agreed to a purchase price, pending board approval, well below our budgeted amount. We did have an engineer design a layout on the property utilizing Station 50 as a foot print to ensure we purchased the right amount of dirt for our needs. The layout is included with the purchase agreement in the CYFD and CAFMA board packets. If approved, we will open escrow as CYFD and close as CAFMA.

The Chino Bond has closed and monies deposited. Domenic will begin working with the truck committee after the first of the fiscal year to spec the new Type 1 and 3 engines to be purchased for Battalion 6 with bond proceeds.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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We continue to meet with the labor group monthly. They have been very helpful in moving CAFMA forward and continue to be committed to our success.

The City of Prescott has approved their tentative budget. They have continued to fund current staffing and hope for approval of their SAFER Grant. This means that it is unlikely we will see any additional station closures. Additionally, we have just completed a joint written test for new firefighters. Prescott has been approved to hire for three vacancies which will aid in decreasing their brownout issues. We also have three immediate openings and will hire once our process is complete. The openings are not related to the positions lost in B6. We will remain short those three positions until we can project sustainable revenues enough to replace them. The plan is to seek a SAFER Grant, possibly in fiscal 17/18.

Per some requests from our last board meetings related to budgeting and PRCC, those that requested have been sent copies of the current agreements between Prescott and our organizations. Nick is reviewing the document as well, and we have been visiting with our partners about possible options related to the IGA going forward.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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### Administration

#### By Assistant Chief Tharp

We are in the final push for completing the myriad of tasks in transitioning to CAFMA. For the vast majority of the issues, we are either complete or at 90%, however, we are still obtaining benefit forms, inputting information into our accounting and HR software program, and beta testing payroll. We are also working with Stephen Crandall to look at the end of the year accounting practices for the Chino Valley and Central Yavapai Fire Districts transitioning funds and accounts (Accounts Payable and Accounts Receivable) to CAFMA. This process will obviously continue beyond July 1, but we are ensuring that we have a solid foundation for audit and accounting practices for the inaugural year of CAFMA.

We have been notified that the Transwestern Pipeline has sought another lawsuit against the Department of Revenue for invalid assessment of its utility. If you remember, the last time this was brought forward, the State of Arizona lost the lawsuit and the CYFD had its levy reduced by over \$46,000 in one year. The Yavapai County Attorney has given notice that there is another lawsuit for the 2016 Tax assessment and if supported, will result in another reduction of levy to the CYFD of just under \$25,000. While the Yavapai County Attorney emphasizes that "the Department of Revenue is confident that its valuation is well supported", they wanted to give us due notice that we may be facing a withholding of these valuable revenues.

It was interesting to attend the last Arizona Fire Districts Association (AFDA) board meeting in Glendale. The conversation was far and above positive in relationship to the successful legislative year and positive impacts that it will have on fire districts. Those statutory changes include Fire District Assistance Tax (FDAT) reform - allowing modification of FDAT to be cumulative for two (or more) merging or consolidating fire districts, "Prompt Pay" for Wildland reimbursement, and PSRPS reform of the current plan and future plan. One of the surprising notes was the \$3.25 Tax Cap Override. While this issue was discussed as a stop gap (and a very short term solution) for Fire Districts to obtain a voter override of \$3.50 for 5 years, many discussed that it still did not alleviate the long term strangle hold of the effects of Proposition 117. And in fact, there were two more organizations that stated they would be at the \$3.25 cap this upcoming fiscal year. Superstition Fire and Medical, which has an annual budget of \$12,688,576 is one of the two and they will be asking for the override in November. I point this out not to disparage Chief Bourgeois or that organization of 8 stations, but to bring to light that the revenue issues of fire districts is throughout the state and affects small fire districts and large fire districts. We discussed having a task force meeting with the Arizona Tax Research Association (ATRA) and other key players (Professional Firefighters Association) to discuss the funding limitations of fire districts.

Finally, we met with Ashton Tiffany regarding the possible set up of the Worker's Compensation Pool to be effective July 1<sup>st</sup>. With the short time frame and premium deviations that were given from CopperPoint, a few organizations felt that the July 1<sup>st</sup> date was too aggressive and did not provide enough time to educate the fire board members and other fire district organizations about this risk pool. All expressed their dedication to the future of the risk pool and a future date is July 1, 2017. This will provide additional time to educate, recruit organizations and set up the pool for a solid future. While some may see short term savings due to CopperPoint "buying" their loyalty for another year, we are looking for long term, sustainable, premium control and much better service. Ashton Tiffany guarantees those items and encourages us to discuss and research school districts across Arizona, because their risk pool 20 years ago is where the fire districts are today. We will keep you apprised of the progress.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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### Fire Prevention By Fire Marshal Chase

#### Construction:

A second submittal of building plans for the Crossroads apartments were received. These will be a 96 unit complex near the Kia Dealership and the Terraces on Glassford Hill.

Plans were reviewed for a 248 unit storage facility to be located on 2.7 acres in the Dells.

Little Dippers Ice Cream Shop opened up next to Arturo's Mexican food on Hwy. 89 in Chino Valley.

A to Z Home Center opened up on Hwy. 89 in the building where Hunts Building Center once occupied.

A business called Select Automotive on Hwy 89 is under review with the Town of Chino Valley.

Chik-Fil-A will be breaking ground soon in the Crossroads area at 5773 E. Hwy 69.

Progress on Dutch Brothers Coffee at 5963 E. Hwy 69 is coming along.

Earnhardt VW should be breaking ground soon at 5582 E. Market St.

We just provided an underground inspection on La-Z-Boy at 5584 E. Hwy. 69.

Bingham Tractor Supply should be breaking ground soon at 10123 E. Hwy. 69.

We're working with Oasis Church located at 200 Hideaway Ln. in upper blue hills on their fire pump that will be installed within the next couple of months.

#### General:

We have been providing annual inspections at the local camps in our area. Most have had some minor violations that have been fixed in a timely manner.

May 25<sup>th</sup> Board Member Packard and I attended the Prescott Valley Economic Development Foundation quarterly breakfast.

Fire Inspector Dowdy and Firefighter Tom Muniz attended the fire inspector 2 class held in Flagstaff.

We have been very busy over the past couple of months with defensible space property assessments.

Fire Inspector Ayars participated in the "One less spark, one less wildfire" campaign held at Sunset Point on May 27th.

Assistant Fire Marshal Smith has been working with the community of Dewey/Humboldt on their firewise efforts.

I attended the National Fire Academy in Emmetsburg MD the first week of May; it was a great educational experience.

Fire Inspector Dowdy participated in the Fire OPS 101 class and said it was a great experience.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

---

Administrative Assistant Teresa Frawley has been an asset in the division and has been working with Chief Abel on CAFMA personnel certifications.

Thank you to Chiefs Freitag and Tharp for attending the annual PV Team Up to Clean Up event and cooking hot dogs for the participants.

As a reminder, burn permits are now valid for the calendar year that they are issued. Several agencies have moved to the annual burn permits including CYFD, CVFD, PFD, Williamson Valley Fire District, Groom Creek Fire District and Walker Fire. The preferred way to obtain a permit is online.

I met with the Principals from Del Rio and Heritage Elementary Schools in Chino Valley regarding the Fire Pal program and both were excited to get his program in their schools.

### Events attended/requested by CAFMA:

|      |                                                     |                          |
|------|-----------------------------------------------------|--------------------------|
| 5/7  | P.V. Team Up to Clean Up                            | Chiefs Freitag and Tharp |
| 5/14 | Operation Kidsafe Free digital Fingerprinting Event | Engine 51                |
| 5/17 | Field day water spray-Bradshaw Mtn Middle School    | Cancelled due to weather |
| 5/17 | Field day water spray-Lake Valley Elementary School | Cancelled due to weather |
| 5/18 | Field day-water spray at Acorn Montessori           | Engine 58                |
| 5/24 | Safety Week-Gods World                              | Engine 53                |

### Fire Prevention Activities

|     |                                          |
|-----|------------------------------------------|
| 208 | Business Inspections                     |
| 10  | Construction Inspections/Reviews         |
| 22  | Alarm/Sprinkler Testing and Plan Reviews |
| 3   | Fire Investigations                      |
| 70  | School Programs/Public Talks             |
| 4   | Preconstruction Meetings/Plan Reviews    |



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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### Operations

#### By Assistant Chief Polacek

Wild Land Fire Season is in full swing and we have sent personnel off district as Line Medics. Line medics are a two person Crew consisting of an EMT and a Paramedic with ALS gear that respond with a pickup truck to provide care to any Fire Fighter that gets injured on the fire line. Though we have not seen any large fires, we have sent line medics out for five fires around the state and one in West Texas. The area will be looking at entering in to Fire Restrictions if the weather remains hot and dry.

We assisted PRCC with Dispatcher testing. They received 40 applications for six positions; ten candidates went to the interviews with 9 people passing the test. Those 9 candidates will move on to background checks to establish a hiring list for dispatchers at PRCC.

We are also moving forward with the new Computer Aided Dispatch (CAD). The partners have researched three different CAD systems and have found that ADSI (the current CAD system) is outdated and antiquated. We are continuing to move forward with the research of a new system with no deadlines in place as of yet, though we are hopeful that a new system will be in place next year. PRCC is working with Yavapai County about entering into an IGA for Code Red. Code Red is an emergency alerting system that contacts people by their phone in the event of an emergency. Yavapai County utilizes Code Red and PRCC was using reverse 911 which will no longer be available. This will be a good partnership with the County because instead of having two individual systems we can rely on one for the area agencies.

Personnel from Battalion 6 and Battalion 3 have been swapping stations and personnel. This has been working well and working out any bugs that we may have moving towards July 1 and CAFMA. It appears that we are on the right path to make a smooth transition into the new organization.



## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

---

### **Planning and Logistics** **By Assistant Chief Bliss**

The activities related to changing to CAFMA have continued. Michael Freeman has moved all data into one version of FIREHOUSE which is the records management system that both departments have used for recording training, business inspections, and fire hydrant information. Fleet has been transitioning the engine labeling to Central Arizona and has provided information to Administration for the title changes and the new rate agreement with State Forestry. Tom reports that all of the station signs have been changed.

Erik and I recently visited the Forest Service Cache at the airport that provides supplies for a large portion of the Southwest. We are constantly looking for additional options to purchase fire related equipment and wanted to look into a government source for some of the wildland products. In the past we were able to purchase through the General Services Administration (GSA) which was the government supply point for the Forest Service. GSA discontinued their fire service products in 2014 which forced us to look for other vendors. The Cache manager let us know that the Defense Logistics Agency (DLA) picked up the fire service procurement and is now an option for us to consider so we will be looking at that option.

The regular station maintenance and warehouse activities continue as well as fleet maintenance. The new Hazardous Materials Vehicle has arrived and work is being done to place it in service.





## DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

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### Training

#### By Training Chief Feddema

As we approach July 1<sup>st</sup>, we continue to support the effort to standardize the two organizations under CAFMA. There are various policies and SOG's that require adjustment to ensure they accurately reflect CAFMA operations. This is not only an excellent time to merge the two organizations but also an opportunity to review and scrutinize each policy and SOG. An example of an improvement to a policy and procedure has been the newly adjusted Training Nomination Form. The new form is still electronic; however, it was simplified to reduce some of the redundancies that were unnecessary in the original design. The new form will allow for the same approval process but it will be easier to complete and includes several new questions that will simplify the process to accurately account for the costs of training and travel.

The Fire Ops program has held at CARTA May 20<sup>th</sup> and 21<sup>st</sup>. During this program we were able to bring in Dave Barrett of Barrett Propane to receive an appreciation award from CARTA. This award was in appreciation for his support in time and supplies to help build our vehicle fire training prop. With the partnership that we have been able to build with Barrett Propane, we will build this prop at 10% of the cost to purchase it from a manufacturer. We have been able to utilize the skills of our CARTA staff to accomplish this project and the Fire Ops program was an excellent way to publically express our appreciation for the work Barrett Propane has put into the project. Dave Barrett was also able to speak to the group on behalf of his participation in the Fire Ops program last year.

We also held a training officer credentialing course that was sponsor by the ISFSI (International Society of Fire Service Instructors). This was a pilot program for the ISFSI and the contract for the course was approved by the Fire Board in April. The course attracted students from around Arizona and the southwest. CARTA was chosen by the ISFSI, which is based out of Centreville Virginia, to host the course in the southwest. This opportunity arose because of the CARTA facility and our participation with the ISFSI for other courses. The course focused on training officer development and we had 4 CAFMA Training Officers that attended the training.

Training at CARTA slows down in the month of June because of the threat of wildland fires; however, work continues to be done to prepare for CAFMA and the fall training session. We continue to work on marketing courses and the recent Fire Ops program allowed for networking with other business professionals. The challenge has not been developing the training; the challenge has been developing quality training that fits within the productive time of an engine company. With many other required activities, we continue to look for innovative ways to accomplish our required training and development.



# DIVISION REPORTS

REPORTED TO THE  
CENTRAL YAVAPAI AND CHINO VALLEY FIRE DISTRICTS'  
BOARD OF DIRECTORS

## Response Report

By GIS | Records Management Specialist Freeman

Land Area: 162 sq. miles Population: 70,701 Fire Stations: 7 Staffed Stations

### Responses in CYFD

|                           |   |
|---------------------------|---|
| TOTAL FIRE                |   |
| BLDG FIRE                 | 1 |
| BLDG CONTAINED            | 1 |
| MOBILE HOME/PORTABLE BLDG | 0 |
| VEHICLE                   | 1 |
| BRUSH/GRASS               | 3 |
| OTHER                     | 1 |

**Fire is 0.96% of call volume**

|           |     |
|-----------|-----|
| TOTAL EMS | 511 |
|-----------|-----|

**EMS is 70.19% of call volume**

|                   |     |
|-------------------|-----|
| OVERPRESSURE      | 0   |
| HAZMAT            | 10  |
| SERVICE           | 109 |
| GOOD INTENT       | 76  |
| FALSE ALARM/OTHER | 15  |

**Other is 28.85% of call volume**

|                       |           |
|-----------------------|-----------|
| TOTAL # OF CALLS      | 728       |
| Residential Fire Loss | \$100,900 |
| Vehicle Fire Loss     | \$1,000   |

### Unit Responses

In Total  
District Responses

|     |     |     |
|-----|-----|-----|
| E50 | 115 | 120 |
| E51 | 32  | 146 |
| E53 | 168 | 169 |
| E54 | 114 | 114 |
| E57 | 42  | 48  |
| E58 | 136 | 140 |
| E59 | 113 | 116 |
| T50 | 1   | 1   |

### Request for service per agency at PRCC

|      | MONTH | YTD   |
|------|-------|-------|
| PFD  | 700   | 3,393 |
| CYFD | 728   | 3,466 |
| CVFD | 230   | 1,100 |
| GCFD | 21    | 53    |

|                                  |     |
|----------------------------------|-----|
| Calls in Town of Prescott Valley | 468 |
| Calls in Town of Dewey-Humboldt  | 37  |
| Calls in rest of District        | 223 |
| Calls out of District            | 1   |

|     |                              |
|-----|------------------------------|
| 474 | EMS                          |
| 57  | Public Service               |
| 46  | Cancelled en Route           |
| 23  | Assist Invalid               |
| 19  | No Incident Found on Arrival |

|                                  |       |
|----------------------------------|-------|
| Average total # of calls per day | 23.48 |
| Avg fire calls per day           | 0.23  |
| Avg EMS calls per day            | 16.48 |
| Avg all other calls per day      | 6.77  |

|                     |     |
|---------------------|-----|
| Auto Aid Given      | 111 |
| Auto Aid Received   | 63  |
| Mutual Aid Given    | 0   |
| Mutual Aid Received | 0   |

| Station      | Number of<br>move-ups |
|--------------|-----------------------|
| 50           | 62                    |
| 51           | 36                    |
| 53           | 11                    |
| 54           | 0                     |
| 57           | 5                     |
| 58           | 3                     |
| 59           | 3                     |
| <b>TOTAL</b> | <b>120</b>            |

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE RESOLUTION 2016-05 AND FISCAL YEAR 2016-2017 FINAL  
BUDGET

---

*Suggested Motion:*

***Approve Resolution 2016-05 and Fiscal Year 2016-2017 Final Budget in the amount of \$ 3,899,599.***

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



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

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| Expense            | 3             |

The Chino Valley Fire District Board of Directors has approved the posting and publication of the Fire District's Tentative Budget for Fiscal Year 2016-2017 and will hold a Public Hearing to adopt said budget on June 21, 2016 at the Station 61 meeting room, Rd. 3 North, Chino Valley, at 5:00 p.m.

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

|                                  |                                | <b>Budget<br/>FY 14</b> | <b>Budget<br/>FY 15</b> | <b>Budget<br/>FY 16</b> | <b>Actual<br/>-</b> | <b>Draft<br/>Budget<br/>FY 17</b> | <b>Variance</b>  | <b>Variance (%)</b> |
|----------------------------------|--------------------------------|-------------------------|-------------------------|-------------------------|---------------------|-----------------------------------|------------------|---------------------|
| <b>Total District Budget</b>     |                                |                         | 4,313,370               | 4,169,152               |                     | 3,899,599                         | (269,553)        | -6.47%              |
| <b>Carryover</b>                 |                                |                         |                         | (55,000)                |                     | -                                 | (55,000)         | -100.00%            |
| <b>Revenue:</b>                  |                                |                         |                         |                         |                     |                                   |                  |                     |
| <b>Grants:</b>                   |                                |                         |                         |                         |                     |                                   |                  |                     |
| 5260                             | Fire Act Grant                 | -                       | -                       |                         |                     |                                   | -                | -                   |
| 5430                             | Grant - FEMA - SAFER           | -                       | -                       |                         |                     |                                   | -                | #DIV/0!             |
| <b>Total Grants</b>              |                                | -                       | -                       | -                       | -                   | -                                 | -                | -                   |
| 4200                             | FDAT                           |                         | (313,900)               | (313,900)               |                     | (313,900)                         | -                | 0.00%               |
| <b>Other:</b>                    |                                |                         |                         |                         |                     |                                   |                  |                     |
| 4000/4100                        | Real Estate Tax                |                         |                         |                         |                     |                                   |                  |                     |
| 4001                             | Fire Protection Contracts      |                         | (59,000)                | (59,000)                |                     | -                                 | (59,000)         | -100.00%            |
| 1200                             | Capital Reserve Account        |                         | (493,810)               | (85,000)                |                     | (36,000)                          | (49,000)         | -9.92%              |
| 4800                             | Off-District Fires             |                         | (150,000)               | (150,000)               |                     | -                                 | (150,000)        | -100.00%            |
| 4900                             | Interest Income                |                         | (6,000)                 | (6,000)                 |                     | -                                 | (6,000)          | -100.00%            |
| 5100                             | Miscellaneous Income           |                         |                         |                         |                     |                                   | -                | -                   |
| 5200                             | 64 Lease                       |                         | (7,200)                 | (7,200)                 |                     | -                                 | (7,200)          | -100.00%            |
| 5350                             | Rebates / Refunds              |                         | (2,000)                 | (2,000)                 |                     | (2,000)                           | -                | 0.00%               |
| 5400                             | CYFD JMA Expense Reimbursement |                         | (10,000)                | (10,000)                |                     | -                                 | (10,000)         | -100.00%            |
| <b>Total Other</b>               |                                | -                       | (728,010)               | (319,200)               | -                   | (38,000)                          | (281,200)        | -88.10%             |
| <b>Total Non-Levy Revenues</b>   |                                |                         | (728,010)               | (374,200)               | -                   | (38,000)                          | (336,200)        | -89.85%             |
| <b>Tax Levy Requirement</b>      |                                | -                       | 3,271,460               | 3,481,052               |                     | 3,547,699                         | <b>66,647</b>    | <b>1.91%</b>        |
| <b>Net A.V.(3.0% increase)</b>   |                                |                         | 104,457,436             | 107,201,126             |                     | <b>109,186,841</b>                | <b>1,985,715</b> | <b>1.85%</b>        |
| <b>Actual/Estimated Tax Rate</b> |                                |                         | \$3.1500                | \$3.2472                |                     | <b>\$3.2492</b>                   | <b>\$0.0020</b>  | <b>0.06%</b>        |

Chino Valley Fire District  
Draft Budget FY 2017 (6-2016)  
General Fund

|                               |                             | Budget<br>FY 14 | Budget<br>FY 15 | Budget<br>FY 16 | CAFMA<br>Budget<br>FY 17 | Budget<br>Variance<br>\$\$ | Budget<br>Variance<br>% |
|-------------------------------|-----------------------------|-----------------|-----------------|-----------------|--------------------------|----------------------------|-------------------------|
| <b>Retained Funds</b>         |                             |                 |                 |                 |                          |                            |                         |
| 6400.1                        | Audit & Accounting          |                 | 15,000          | 15,000          | 2000                     | (13,000)                   | -86.67%                 |
| 6405.1                        | Other Professional Services |                 |                 |                 |                          |                            |                         |
|                               | Fire Board Election         |                 | 5,000           | -               | 21,000                   | 21,000                     | -                       |
| 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%                   |
|                               |                             |                 |                 |                 |                          | -                          | -                       |
|                               |                             |                 |                 |                 |                          | -                          | -                       |
|                               | <i>Total Retained Funds</i> |                 | 50,900          | 46,000          | 29,000                   | (17,000)                   | -36.96%                 |
| <b>Contingency</b>            |                             |                 | 57,713          | 110,819         | 20,000                   | (90,819)                   | -81.95%                 |
| <b>Fire Authority Funding</b> |                             |                 |                 |                 |                          |                            |                         |
| 6700.1                        | Fire Authority Funding      |                 | -               | -               | 3,850,599                |                            | -                       |
| <b>Total Expense Budget</b>   |                             |                 |                 |                 | <b>3,899,599</b>         |                            | -                       |

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE FISCAL CERTIFICATION FOR FISCAL YEAR 2016-2017  
BUDGET

---

*Suggested Motion:*

***Approve certification for Fiscal Year 2016-2017***

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

**CERTIFICATION PURSUANT TO A.R.S. §48-805.02.D**

In accordance with the requirements of Arizona Revised Statutes §48-805.02.D, the Chairman and the Clerk of the Chino Valley Fire District Board of Directors hereby certify as follows:

(a) That the District has not incurred any debt or liability in excess of taxes levied and to be collected and the money actually available and unencumbered at that time in the District general fund, except for those liabilities as described in A.R.S. § 48-805, subsection B, paragraph 2, A.R.S. § 48-806, and A.R.S. § 48-807.

(b) That the Chino Valley Fire District complies with subsection E of A.R.S. § 48-805.02.

CERTIFIED THIS 21ST DAY OF JUNE, 2016

By: \_\_\_\_\_  
Chairman  
Chino Valley Fire District Board of Directors

By: \_\_\_\_\_  
Clerk  
Chino Valley Fire District Board of Directors



TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE FISCAL YEAR 2016-2017 BOND REPAYMENT TAX RATE

*For the Fiscal Year 2016-2017, the Chino Valley Fire District would like to levy \$445,438 in bond tax revenues. The revenues would be applied to the Bond Debt Servicing for the GADA 2006(B) bond repayment obligation of \$234,481, the 2016(B) bond refunding obligation of \$168,667, and new 2016 bond issuance obligation of \$42,290. However, this bond debt obligation would be reduced by \$29,000 due to retained Bond Debt Service Funds that are currently held in this account. The resulting levy requirement is \$416,438 for a tax rate of \$0.3813 (reduction of \$0.0292 from prior year).*

*Suggested Motion:*

***Approve Fiscal Year 2016-2017 Bond Tax Rate of \$0.3813***

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

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE CAPITAL RESERVE FUND TRANSFER TO CAFMA IN THE  
AMOUNT OF \$2,576,517.78 TO BE COMPLETED PRIOR TO JUNE 30,  
2016

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*"As discussed with the respective Central Yavapai and Chino Valley Fire District Board of Directors, the assets and liabilities will be transferred to the Central Arizona Fire and Medical Authority. As provided by ARS 48-805.01 and outlined in the Joint Powers Authority agreement Section III Paragraph E. and Section IV Paragraph A., the cash assets of the respective Districts would be transferred to the new fire authority. As of May 31<sup>st</sup>, 2016, the balance of the CYFD Capital Reserve Fund is \$6,508,697.35 and the balance of the CVFD Capital Reserve Fund is \$2,576,517.78. These cash assets need to be transferred to the Central Arizona Fire and Medical Authority prior to July 1, 2016 to enable the fire authority to capitalize and continue organizations without using a line of credit from Yavapai County for warrants issued after the July 1<sup>st</sup> effective date.*

*Suggested Motion:*

***Approve the transfer of \$2,576,517.78 from the CVFD Capital Reserve Fund (account #6-65840-0000) to the Central Arizona Fire and Medical Authority General Fund (account #6-67340-5000)***

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

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE 2012 INTERNATIONAL FIRE CODE AMENDMENTS AND  
RESOLUTION 2016-02

---

*Suggested Motion:*

***Approve 2012 International Fire Code Amendments and Resolution 2016-02***

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

DOUGLAS A. DUCEY  
Governor



DEBRA BLAKE  
Interim Director

## DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

1110 WEST WASHINGTON, SUITE 100  
PHOENIX, ARIZONA 85007  
602) 364-1003  
(602) 364-1052 FAX

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OFFICE OF ADMINISTRATION \* OFFICE OF MANUFACTURED HOUSING \* OFFICE OF STATE FIRE MARSHAL

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May 13, 2016

Scott Freitag, Fire Chief  
Central Arizona Fire and Medical Authority  
8555 East Yavapai Road  
Prescott Valley, AZ 86134

Dear Chief Freitag,

Pursuant to ARS 48-805.B.6, ARS 41-2163 and ARS 41-2166, we have reviewed your letter requesting adoption of the 2012 International Fire Code, amendments. These amendments are proposed for adoption by both the Central Yavapai Fire District, and the Chino Valley Fire District as a dual uniform adoption.

Your submittal appears to be in order, and is hereby APPROVED.

You may not adopt or use less restrictive provisions than are currently adopted as the Arizona State Fire Code and enforced by this office. It appears that no portion of the fire code amendments proposed are less stringent than the State Fire Code.

If I may be of any further assistance, please do not hesitate to call.

Sincerely,

A handwritten signature in blue ink, appearing to read "F. Durham", is written over the word "Sincerely,".

Frederick Durham  
Assistant State Fire Marshal

CC: Rick Chase, Central Arizona Fire and Medical Fire Marshal

# Chino Valley Fire District 2012 International Fire Code Amendments

## CHAPTER 1 ADMINISTRATION

**Section 101.1 Title** is amended as follows:

These regulations shall be known as the Fire Code of *Chino Valley Fire District*, hereinafter referred to as “this code”.

**Section 105.6.2 Amusement building** is amended as follows:

Amusement building *and events*. An operational permit is required for any amusement building *or event*.

**Section 105.6.23 Hot work operations** is amended as follows:

4. Hot work, *including grinding*, conducted within a wildfire risk area *during burn restrictions*.

**Section 108.2 Limitations of authority** is amended by adding:

*Rulings by the Board of Appeals shall be binding upon the Fire District and the appellants. All rulings made by the Board of Appeals shall be only for the appellant and shall not be intended as a general change in this Code.*

**Section 109.4 Violation penalties** is amended as follows:

Persons who violate a provision of this code or fail to comply with any of the requirements thereof, or who shall erect, install, alter, repair or perform work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate obtained under provisions of this Code, shall be *found in violation and subject to penalties designated by the jurisdiction having authority*.

**Section 111.4 Failure to comply** is amended as follows:

Any person who continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, *shall be found in violation and subject to penalties designated by the jurisdiction having authority*.

## CHAPTER 5 FIRE SERVICE FEATURES

**Section 505.1 Address identification** is amended as follows:

New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of *0.5 inch*. *Larger numbers may be required by the fire code official to facilitate emergency response*.

**Section 505.2.1 Conflicting road names** is amended by adding a new section as follows:

*Newly assigned street or road names shall not conflict with existing names and shall be approved by the fire code official.*

## **CHAPTER 9** **FIRE PROTECTION SYSTEMS**

**Section 901.2 Construction documents** is amended by adding the following:

*Automatic sprinkler system plans shall be submitted bearing a review certification and signature of a minimum level III NICET Certified Engineering Technician or Arizona registrant. Fire sprinkler plans for high-piled combustible storage occupancies shall require a registered fire protection engineer stamp. Fire alarm system plans shall be submitted bearing a review certification and signature of a minimum level III NICET Technician or Arizona registrant.*

**Section 901.6.2 Records** is amended to read as follows:

*Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and reports of system deficiencies shall be forwarded to the authority having jurisdiction within 10 business days.*

**Section 903.2.1.1 Group A-1** is amended by changing item 1 to read as follows:

*1. The fire area is 5,000 square feet or greater.*

**Section 903.2.1.3 Group A-3** is amended by changing item 1 to read as follows:

*1. The fire area is 5,000 square feet or greater.*

**Section 903.2.1.4 Group A-4** is amended by changing item 1 to read as follows:

*1. The fire area is 5,000 square feet or greater.*

**Section 903.2.3 Group E** is amended as follows:

An automatic sprinkler system shall be provided for all Group E occupancies.

*Exception 1: A day care facility with less than 11 children in a private residence.*

*Exception 2: In group E occupancies less than 5,000 s.f. where a municipal water supply is not available; if every classroom has at least one exterior exit door at ground level and an NFPA 72 compliant automatic fire alarm system installed throughout, fire sprinklers may be omitted if approved by the fire code official.*

**Section 903.2.4 Group F-1** is amended as follows:

**Section 903.2.4 Group F** *An automatic sprinkler system shall be provided throughout all buildings containing Group F occupancies where one of the following conditions exists:*

- 1. The fire area is 5,000 square feet or greater.*
- 2. The fire area is located more than two stories above grade.*

3. A Group F occupancy used for the manufacture of upholstered furniture or mattresses exceeding 2,500 square feet.

**Section 903.2.6 Group I** is amended by changing exceptions 3 and 4 to read as follows:

3. An automatic sprinkler system is not required where day care facilities are at the level of exit discharge, where every room where care is provided has a least one exterior exit door and *where the fire area is less than 5,000 square feet.*
4. *In buildings where Group I-4 day care is provided on levels other than the level of exit discharge, an automatic fire sprinkler system shall be installed through all levels of the building.*

**Section 903.2.7 Group M** is amended by changing items 1-3 to read as follows:

1. The Group M fire area is *5,000 square feet or greater.*
2. The Group M fire area is located more than *two* stories above grade.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 5,000 square feet.

**Section 903.2.7.1 High-piled storage** is amended by adding:

*The automatic fire sprinkler system shall be designed by a fire protection engineer.*

**Section 903.2.8 Group R** is amended by adding exceptions 1 and 2 to read as follows:

*Exception 1. Group R-3 less than 5,000 square feet unless more than two stories above grade. The calculated area shall include all livable and unfinished space, the area of any attached garage, and concealed or accessible spaces intended for storage use and/or future living space. All attached roofs and overhangs greater than 4 feet in width are included in the calculated area.*

*Exception 2. Group R-3 care facilities within a dwelling unit for **five** or fewer persons.*

**Section 903.2.9 Group S-1** is amended by changing Group S-1 to Group S and changing items 1, 2 and 3 to read as follows:

**Section 903.2.9 Group S**

1. The Group S fire area is 5,000 square feet or greater.
2. The Group S fire area is located more than *two* stories above grade.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 5,000 square feet.

**Section 903.2.9.1 Repair Garages** is amended by changing items 1 and 2 to read as follows:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet.

**Section 903.2.10 Group S-2 enclosed parking garages** is amended by changing item 1 to read as follows:

1. Where the fire area of the enclosed parking garage exceeds 5,000 square feet.

**Section 903.2.13 Group B** is an added section:

*An automatic sprinkler system shall be provided throughout all buildings containing a Group B occupancy where one of the following conditions exists:*

1. *Where a Group B fire area is 5,000 square feet or greater.*
2. *Where a Group B fire area is located more than two stories above grade.*

**Section 903.2.14 Group U** is an added section:

*An automatic sprinkler system shall be provided throughout all buildings containing a Group U occupancy 5,000 square feet or greater as determined by the fire code official.*

**Section 903.3.1.1.1 Exempt Locations** is amended by deleting item number 4.

**Section 903.3.1.3.1 Garages** is amended by adding the following section:

*Sprinklers are required in all attached garages and workshops.*

**Section 903.3.5 Water supplies** is hereby amended by adding:

*The water data for hydraulic calculations shall be based upon 85 percent of the available water supply as determined by flow test information.*

## **CHAPTER 11** **CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS**

**Section 1103.5 Sprinkler systems** is amended by adding the following subsections:

**Section 1103.5.3 Building Addition.** *A sprinkler system is required throughout the building when any addition increases the total floor area to 5,000 square feet or greater.*

*Exception: R-3 Occupancies.*

**Section 1103.5.4 Change of Use.** *A sprinkler system is required throughout the building when any change of use or occupancy occurs to a portion of the building to a more hazardous occupancy or as determined by the Fire Code Official.*

**Section 1103.5.5 Group A-1, A-3, and A-4 Addition.** *A sprinkler system is required throughout the building when any addition to existing assembly occupancies increases the occupant load to more than 300.*

**Section 1103.5.6 Group A-2 Addition.** *A sprinkler system is required throughout the building when any addition to existing assembly occupancies increases the occupant load to more than 100.*



**Section 1103.5.7 Group E.** A sprinkler system is required throughout the building for Group E occupancies.

Exception 1: Child day care facilities for more than five but no more than 10 children in a single-family residence.

Exception 2: In group E occupancies less than 5,000 s.f. where a municipal water supply is not available; if every classroom has at least one exterior exit door at ground level and an NFPA 72 compliant automatic fire alarm system installed throughout, fire sprinklers may be omitted if approved by the fire code official.

**Section 1103.5.8 Group R-3 Care Facilities.** A sprinkler system is required throughout the building in a single-family residence wherein **six** or more persons receive care.

**Section 1103.5.9 Vacant Buildings.** A sprinkler system is required throughout the building when any A, E, or I occupancy that has been vacant for more than 18 months requests to resume as the same occupancy classification.

**Section 1103.5.10 Fire Wall Breach.** A sprinkler system is required throughout the building when any modification or alteration to an existing building, with a total floor area of 5,000 square feet or greater, breaches or removes a required fire rated wall assembly.

**Section 1103.7 Fire Alarm Systems** is amended by adding the following subsections:

**Section 1103.7.8 Non-Monitored Sprinkler System.** A fire alarm system shall be installed throughout the building when an existing, non-monitored fire sprinkler system is modified by 20 or more sprinkler heads.

**Section 1103.7.9 Sprinkled Building Fire Alarm Requirement.** An approved fire alarm system shall be installed in existing buildings when a fire sprinkler system is provided.

## **CHAPTER 56** **EXPLOSIVES AND FIREWORKS**

**Section 5601.2.4 Financial Responsibility** is amended as follows:

Before a permit is issued, as required by Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 (one million dollars) or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

**Section 5601.2.4.1 Blasting** is amended as follows:

Before approval to do blasting is issued, the applicant for approval shall file a bond or submit a certificate of insurance in the amount of \$1,000,000 (*one million dollars*) in each case to indemnify the jurisdiction against any and all damages arising from permitted blasting.

**Section 5601.2.4.2 Fireworks Display** is amended as follows:

Before approval for a display is issued, the permit holder shall furnish a bond or certificate of insurance in the amount of \$1,000,000 (*one million dollars*) per occurrence for the payment of all potential damages to a person or persons or to property by reason of the permitted display, and arising from any acts of the permit holder, the agent, employees or subcontractors to indemnify the jurisdiction against any and all damages arising from permitted fireworks displays.

## **CHAPTER 80** **REFERENCED STANDARDS**

**Part VI-Referenced Standards** is amended to add the following:

Add the document known as Central Yavapai Fire District "Fire Protection Standards" for Builders, Developers, Engineers & Architects.

## **APPENDIX A**

**Section A101.2 Membership** is amended as follows:

The membership of the board shall consist of five voting members that have the qualifications established by this section and *reside within the boundaries of the Fire District*. In the event that it is not practical to find members as required by this section, the Fire Code official reserves the right to relax the qualifications as to create a valid professional board to serve this jurisdiction. *Prospective members shall apply to the Fire Marshal of the jurisdiction, subject to confirmation by a majority vote of the Fire District Fire Board*. Members shall serve without remuneration or compensation, and shall be removed from office prior to the end of their appointed terms only for cause.

**Section A101.3 Terms of Office** is deleted.

**Section A101.3.1 Initial Appointments** is deleted.

**Section A101.5 Secretary of Board** is amended as follows:

*The fire code official or his designee* shall act as Secretary of the Board and shall keep a detailed record of all its proceedings, which shall set forth the reasons for its decisions, the vote of each member, the absence of a member, and any failure of a member to vote.

## **APPENDIX B**

**Table B105.1 Minimum Required Fire Flow and Flow Duration for Buildings** is amended by adding Footnote c as follows:

*Footnote c: In special circumstances, where the municipal or rural water supply will not provide the required 1,500 gpm, the fire code official may accept a lesser amount. This amount shall never be less than 1,000 gpm.*

## **APPENDIX D**

**Section D103.2 Grade** is amended as follows:

Fire apparatus access roads shall not exceed 12 percent grade.

The exception is deleted and replaced as follows:

Exception: *The fire code official may permit the access road grade to increase, but shall not exceed 15 percent if fire sprinkler protection is installed.*

**Section D103.3 Turning Radius** is amended as follows:

The minimum turning radius shall be 28' (twenty eight feet) inside and 50' (fifty feet) outside diameter for all fire department access roads and parking lots.

# Chino Valley Fire District

## Resolution No. 16-02

A FORMAL RESOLUTION OF THE GOVERNING BODY OF THE CHINO VALLEY FIRE DISTRICT AMENDING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE.

WHEREAS, the Chino Valley Fire District did, on or about, September 18, 2014, adopt the 2012 International Fire Code together with certain amendments thereto (IFC); and

WHEREAS, the Chino Valley Fire District is authorized, pursuant to A.R.S. 48-805 (B)(6) to adopt a nationally recognized fire code and amend or revise the adopted code.

WHEREAS, the Chino Valley Fire District wishes to amend the 2012 Edition of the International Fire Code to provide for a more uniform practice and enforcement of the Fire Code, consistent and together with various other enforcement agencies with whom Chino Valley Fire District may interact;

NOW THEREFORE, be it resolved as follows:

BE IT RESOLVED that the Chino Valley Fire District hereby amends the 2012 Edition of the International Fire Code (IFC), Chapter 9, Section 903.2.1.1 Group A-1; Chapter 9, Section 903.2.1.3 Group A-3; Chapter 9, Section 903.2.1.4 Group A-4; Chapter 9, Section 903.2.3 Group E , Exception 2; Chapter 9, Section 903.2.4 Group F, Item 1; Chapter 9, Section 903.2.4 Group F, Item 3; Chapter 9, Section 903.2.6 Group I, Exception 3; Chapter 9, Section 903.2.7 Group M, Item 1; Chapter 9, Section 903.2.7 Group M, Item 3; Chapter 9, Section 903.2.8 Group R, Exception 1; Chapter 9, Section 903.2.8 Group R, Exception 2; Chapter 9, Section 903.2.9 Group S, Item 1; Chapter 9, Section 903.2.9 Group S, Item 3; Chapter 9, Section 903.2.9.1 Repair Garages, Item 1; Chapter 9, Section 903.2.9.1 Repair Garages, Item 2; Chapter 9, Section 903.2.10 Group S-2, Item 1; Chapter 9, Section 903.2.13 Group B, Item 1; Chapter 9, Section 903.2.14 Group U; Chapter 11, Section 1103.5.3 Building Addition; Chapter 11, Section 1103.5.7 Group E, Exception 2; Chapter 11, Section 1103.5.8 Group R-3, Care Facilities; Chapter 11, Section 1103.5.10 Fire Wall Breach.

FUTHER RESOLVED, that if any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this resolution.

FURTHER RESOLVED, that this resolution and the rules, regulations, provisions, amendments, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after the date of its approval.

RESOLVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ .

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Board Chairman

ATTEST:

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Board Clerk

# Chino Valley Fire District 2012 International Fire Code Amendments

## **CHAPTER 1** **ADMINISTRATION**

**Section 101.1 Title** is amended as follows:

These regulations shall be known as the Fire Code of *Chino Valley Fire District*, hereinafter referred to as “this code”.

**Section 105.6.2 Amusement building** is amended as follows:

Amusement building *and events*. An operational permit is required for any amusement building *or event*.

**Section 105.6.23 Hot work operations** is amended as follows:

4. Hot work, *including grinding*, conducted within a wildfire risk area *during burn restrictions*.

**Section 108.2 Limitations of authority** is amended by adding:

*Rulings by the Board of Appeals shall be binding upon the Fire District and the appellants. All rulings made by the Board of Appeals shall be only for the appellant and shall not be intended as a general change in this Code.*

**Section 109.4 Violation penalties** is amended as follows:

Persons who violate a provision of this code or fail to comply with any of the requirements thereof, or who shall erect, install, alter, repair or perform work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate obtained under provisions of this Code, shall be *found in violation and subject to penalties designated by the jurisdiction having authority*.

**Section 111.4 Failure to comply** is amended as follows:

Any person who continues any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, *shall be found in violation and subject to penalties designated by the jurisdiction having authority*.

## **CHAPTER 5** **FIRE SERVICE FEATURES**

**Section 505.1 Address identification** is amended as follows:

New and existing buildings shall have approved address numbers, building numbers or building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 6 inches high with a minimum stroke width of *0.5 inch*. *Larger numbers may be required by the fire code official to facilitate emergency response.*

**Section 505.2.1 Conflicting road names** is amended by adding a new section as follows:

*Newly assigned street or road names shall not conflict with existing names and shall be approved by the fire code official.*

## **CHAPTER 9** **FIRE PROTECTION SYSTEMS**

**Section 901.2 Construction documents** is amended by adding the following:

*Automatic sprinkler system plans shall be submitted bearing a review certification and signature of a minimum level III NICET Certified Engineering Technician or Arizona registrant. Fire sprinkler plans for high-piled combustible storage occupancies shall require a registered fire protection engineer stamp. Fire alarm system plans shall be submitted bearing a review certification and signature of a minimum level III NICET Technician or Arizona registrant.*

**Section 901.6.2 Records** is amended to read as follows:

*Records of all system inspections, tests and maintenance required by the referenced standards shall be maintained on the premises for a minimum of three years and reports of system deficiencies shall be forwarded to the authority having jurisdiction within 10 business days.*

**Section 903.2.1.1 Group A-1** is amended by changing item 1 to read as follows:

1. The fire area is ~~7,500~~5,000 square feet or greater.

**Section 903.2.1.3 Group A-3** is amended by changing item 1 to read as follows:

1. The fire area is ~~7,500~~5,000 square feet or greater.

**Section 903.2.1.4 Group A-4** is amended by changing item 1 to read as follows:

1. The fire area is ~~7,500~~5,000 square feet or greater.

**Section 903.2.3 Group E** is amended as follows:

An automatic sprinkler system shall be provided for all Group E occupancies.

*Exception 1: A day care facility with less than 11 children in a private residence.*

*Exception 2: In group E occupancies less than 5,000 s.f. where a municipal water supply is not available; if every classroom has at least one exterior exit door at ground level and an NFPA 72 compliant automatic fire alarm system installed throughout, fire sprinklers may be omitted if approved by the fire code official.*

**Section 903.2.4 Group F-1** is amended as follows:

**Section 903.2.4 Group F** *An automatic sprinkler system shall be provided throughout all buildings containing Group F occupancies where one of the following conditions exists:*

1. The fire area is ~~7,500~~5,000 square feet or greater.
2. The fire area is located more than two stories above grade.

3. A Group F occupancy used for the manufacture of upholstered furniture or mattresses exceeding ~~5,000~~2,500 square feet.

**Section 903.2.6 Group I** is amended by changing exceptions 3 and 4 to read as follows:

3. An automatic sprinkler system is not required where day care facilities are at the level of exit discharge, where every room where care is provided has a least one exterior exit door and *where the fire area is less than* ~~7,500~~5,000 square feet.
4. *In buildings where Group I-4 day care is provided on levels other than the level of exit discharge, an automatic fire sprinkler system shall be installed through all levels of the building.*

**Section 903.2.7 Group M** is amended by changing items 1-3 to read as follows:

1. The Group M fire area is ~~7,500~~5,000 square feet or greater.
2. The Group M fire area is located more than two stories above grade.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds ~~7,500~~5,000 square feet.

**Section 903.2.7.1 High-piled storage** is amended by adding:

*The automatic fire sprinkler system shall be designed by a fire protection engineer.*

**Section 903.2.8 Group R** is amended by adding exceptions 1 and 2 to read as follows:

*Exception 1. ~~Group R-3 one and two family dwellings, occupied as single family units, less than 7,500 square foot livable space unless more than two stories above grade. The calculated area shall include all livable and unfinished space, the area of any attached garage, and concealed or accessible spaces intended for storage use and/or future living space. Perimeter decks or outdoor living space is not calculated in the 7,500 square foot threshold requirement.~~ Group R-3 less than 5,000 square feet unless more than two stories above grade. The calculated area shall include all livable and unfinished space, the area of any attached garage, and concealed or accessible spaces intended for storage use and/or future living space. All attached roofs and overhangs greater than 4 feet in width are included in the calculated area.*

*Exception 2. Group R-3 care facilities within a dwelling unit for ~~ten-five~~ or fewer persons.*

**Section 903.2.9 Group S-1** is amended by changing Group S-1 to Group S and changing items 1, 2 and 3 to read as follows:

**Section 903.2.9 Group S**

1. The Group S fire area is ~~7,500~~5,000 square feet or greater.
2. The Group S fire area is located more than two stories above grade.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds ~~7,500~~5,000 square feet.

**Section 903.2.9.1 Repair Garages** is amended by changing items 1 and 2 to read as follows:



1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding ~~7,500~~5,000 square feet.
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding ~~7,500~~5,000 square feet.

**Section 903.2.10 Group S-2 enclosed parking garages** is amended by changing item 1 to read as follows:

1. Where the fire area of the enclosed parking garage exceeds ~~7,500~~5,000 square feet.

**Section 903.2.13 Group B** is an added section:

*An automatic sprinkler system shall be provided throughout all buildings containing a Group B occupancy where one of the following conditions exists:*

1. Where a Group B fire area is ~~7,500~~5,000 square feet or greater.
2. Where a Group B fire area is located more than two stories above grade.

**Section 903.2.14 Group U** is an added section:

*An automatic sprinkler system shall be provided throughout all buildings containing a Group U occupancy ~~7,500~~5,000 square feet or greater as determined by the fire code official.*

**Section 903.3.1.1.1 Exempt Locations** is amended by deleting item number 4.

**Section 903.3.1.3.1 Garages** is amended by adding the following section:  
*Sprinklers are required in all attached garages and workshops.*

**Section 903.3.5 Water supplies** is hereby amended by adding:

*The water data for hydraulic calculations shall be based upon 85 percent of the available water supply as determined by flow test information.*

## **CHAPTER 11**

### **CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS**

**Section 1103.5 Sprinkler systems** is amended by adding the following subsections:

**Section 1103.5.3 Building Addition.** *A sprinkler system is required throughout the building when any addition increases the total floor area to ~~7,500~~5,000 square feet or greater.*

*Exception: R-3 Occupancies.*

**Section 1103.5.4 Change of Use.** *A sprinkler system is required throughout the building when any change of use or occupancy occurs to a portion of the building to a more hazardous occupancy or as determined by the Fire Code Official.*

**Section 1103.5.5 Group A-1, A-3, and A-4 Addition.** *A sprinkler system is required throughout the building when any addition to existing assembly occupancies increases the occupant load to more than 300.*

**Section 1103.5.6 Group A-2 Addition.** A sprinkler system is required throughout the building when any addition to existing assembly occupancies increases the occupant load to more than 100.

**Section 1103.5.7 Group E.** A sprinkler system is required throughout the building for Group E occupancies.

Exception 1: Child day care facilities for more than five but no more than 10 children in a single-family residence.

Exception 2: In group E occupancies less than 5,000 s.f. where a municipal water supply is not available; if every classroom has at least one exterior exit door at ground level and an NFPA 72 compliant automatic fire alarm system installed throughout, fire sprinklers may be omitted if approved by the fire code official.

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**Section 1103.5.8 Group R-3 Care Facilities.** A sprinkler system is required throughout the building in a single-family residence wherein ~~ten~~ six or more persons receive care.

**Section 1103.5.9 Vacant Buildings.** A sprinkler system is required throughout the building when any A, E, or I occupancy that has been vacant for more than 18 months requests to resume as the same occupancy classification.

**Section 1103.5.10 Fire Wall Breach.** A sprinkler system is required throughout the building when any modification or alteration to an existing building, with a total floor area of ~~7,500~~ 5,000 square feet or greater, breeches or removes a required fire rated wall assembly.

**Section 1103.7 Fire Alarm Systems** is amended by adding the following subsections:

**Section 1103.7.8 Non-Monitored Sprinkler System.** A fire alarm system shall be installed throughout the building when an existing, non-monitored fire sprinkler system is modified by 20 or more sprinkler heads.

**Section 1103.7.9 Sprinkled Building Fire Alarm Requirement.** An approved fire alarm system shall be installed in existing buildings when a fire sprinkler system is provided.

## **CHAPTER 56**

### **EXPLOSIVES AND FIREWORKS**

**Section 5601.2.4 Financial Responsibility** is amended as follows:

Before a permit is issued, as required by Section 5601.2, the applicant shall file with the jurisdiction a corporate surety bond in the principal sum of \$1,000,000 (one million dollars) or a public liability insurance policy for the same amount, for the purpose of the payment of all damages to persons or property which arise from, or are caused by, the conduct of any act authorized by the permit upon which any judicial judgment results. The fire code official is authorized to specify a greater or

lesser amount when, in his or her opinion, conditions at the location of use indicate a greater or lesser amount is required. Government entities shall be exempt from this bond requirement.

**Section 5601.2.4.1 Blasting** is amended as follows:

Before approval to do blasting is issued, the applicant for approval shall file a bond or submit a certificate of insurance in the amount of *\$1,000,000 (one million dollars)* in each case to indemnify the jurisdiction against any and all damages arising from permitted blasting.

**Section 5601.2.4.2 Fireworks Display** is amended as follows:

Before approval for a display is issued, the permit holder shall furnish a bond or certificate of insurance in the amount of *\$1,000,000 (one million dollars)* per occurrence for the payment of all potential damages to a person or persons or to property by reason of the permitted display, and arising from any acts of the permit holder, the agent, employees or subcontractors to indemnify the jurisdiction against any and all damages arising from permitted fireworks displays.

## **CHAPTER 80** **REFERENCED STANDARDS**

**Part VI-Referenced Standards** is amended to add the following:

Add the document known as Central Yavapai Fire District "Fire Protection Standards" for Builders, Developers, Engineers & Architects.

## **APPENDIX A**

**Section A101.2 Membership** is amended as follows:

The membership of the board shall consist of five voting members that have the qualifications established by this section and *reside within the boundaries of the Fire District*. In the event that it is not practical to find members as required by this section, the Fire Code official reserves the right to relax the qualifications as to create a valid professional board to serve this jurisdiction. *Prospective members shall apply to the Fire Marshal of the jurisdiction, subject to confirmation by a majority vote of the Fire District Fire Board*. Members shall serve without remuneration or compensation, and shall be removed from office prior to the end of their appointed terms only for cause.

**Section A101.3 Terms of Office** is deleted.

**Section A101.3.1 Initial Appointments** is deleted.

**Section A101.5 Secretary of Board** is amended as follows:

*The fire code official or his designee* shall act as Secretary of the Board and shall keep a detailed record of all its proceedings, which shall set forth the reasons for its decisions, the vote of each member, the absence of a member, and any failure of a member to vote.

## **APPENDIX B**

**Table B105.1 Minimum Required Fire Flow and Flow Duration for Buildings** is amended by adding Footnote c as follows:

*Footnote c: In special circumstances, where the municipal or rural water supply will not provide the required 1,500 gpm, the fire code official may accept a lesser amount. This amount shall never be less than 1,000 gpm.*

## **APPENDIX D**

**Section D103.2 Grade** is amended as follows:

Fire apparatus access roads shall not exceed 12 percent grade.

The exception is deleted and replaced as follows:

Exception: *The fire code official may permit the access road grade to increase, but shall not exceed 15 percent if fire sprinkler protection is installed.*

**Section D103.3 Turning Radius** is amended as follows:

The minimum turning radius shall be 28' (twenty eight feet) inside and 50' (fifty feet) outside diameter for all fire department access roads and parking lots.

# Chino Valley Fire District

## Resolution No. 16-02

A FORMAL RESOLUTION OF THE GOVERNING BODY OF THE CHINO VALLEY FIRE DISTRICT ~~ADOPTING~~ AMENDING THE 2012 EDITION OF THE INTERNATIONAL FIRE CODE, ~~AND PROVIDING FOR CERTAIN ADDITIONS AND DELETIONS THERETO, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY AND THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CHINO VALLEY FIRE DISTRICT; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFORE; AND AUTHORIZING THE APPLICATION AND ENFORCEMENT THEROF.~~

WHEREAS, the Chino Valley Fire District did, on or about, ~~December 10, 2005~~ September 18, 2014, adopt the 200312 International Fire Code together with certain amendments thereto (IFC); and

WHEREAS, the Chino Valley Fire District is authorized, pursuant to A.R.S. 48-805 (B)(6) to adopt a nationally recognized fire code and amend or revise the adopted code.

WHEREAS, the Chino Valley Fire District wishes to ~~adopt~~ amend the 2012 Edition of the International Fire Code to provide for a more uniform practice and enforcement of the Fire Code, consistent and together with various other enforcement agencies with whom Chino Valley Fire District may interact; ~~and~~

NOW THEREFORE, be it resolved as follows:

BE IT RESOLVED that the Chino Valley Fire District hereby ~~adopts~~ amends the 2012 Edition of the International Fire Code (IFC), ~~with amendments including Appendix Chapters A through I~~ Chapter 9, Section 903.2.1.1 Group A-1; Chapter 9, Section 903.2.1.3 Group A-3; Chapter 9, Section 903.2.1.4 Group A-4; Chapter 9, Section 903.2.3 Group E, Exception 2; Chapter 9, Section 903.2.4 Group F, Item 1; Chapter 9, Section 903.2.4 Group F, Item 3; Chapter 9, Section 903.2.6 Group I, Exception 3; Chapter 9, Section 903.2.7 Group M, Item 1; Chapter 9, Section 903.2.7 Group M, Item 3; Chapter 9, Section 903.2.8 Group R, Exception 1; Chapter 9, Section 903.2.8 Group R, Exception 2; Chapter 9, Section 903.2.9 Group S, Item 1; Chapter 9, Section 903.2.9 Group S, Item 3; Chapter 9, Section 903.2.9.1 Repair Garages, Item 1; Chapter 9, Section 903.2.9.1 Repair Garages, Item 2; Chapter 9, Section 903.2.10 Group S-2, Item 1; Chapter 9, Section 903.2.13 Group B, Item 1; Chapter 9, Section 903.2.14 Group U; Chapter 11, Section 1103.5.3 Building Addition; Chapter 11, Section 1103.5.7 Group E, Exception 2; Chapter 11, Section 1103.5.8 Group R-3, Care Facilities; Chapter 11, Section 1103.5.10 Fire Wall Breach.

~~FURTHER RESOLVED, that there shall be inserted into the additions and modifications to the Fire Code, where applicable, the name of Chino Valley Fire District as the adopting and enforcement jurisdiction, including the recitation within Section 101.1 of the IFC.~~

~~\_\_\_\_\_ FURTHER RESOLVED, that the geographic limits referred to in certain sections of the additions and modifications adopted herein are hereby established as follows:~~

~~\_\_\_\_\_ **5704.2.9.6.1 (geographic limits in which the storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited):** per zoning requirements of the Town of Chino Valley, Town of Paulden and/or Yavapai County Planning and Building; and~~

~~\_\_\_\_\_ **5706.2.4.4.1 (geographic limits in which the storage of Class I and II liquids in above-ground tanks is prohibited):** per zoning requirements of the Town of Chino Valley, Town of Paulden and/or Yavapai County Planning and Building; and~~

~~\_\_\_\_\_ **5806.2 (geographic limits in which the storage of flammable cryogenic fluids is prohibited):** per zoning requirements of the Town of Chino Valley, Town of Paulden and/or Yavapai County Planning and Building; and~~

~~\_\_\_\_\_ **6104.2 (geographic limits in which the storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas):** per zoning requirements of the Town of Chino Valley, Town of Paulden, and/or Yavapai County Planning and Building.~~

FUTHER RESOLVED, that if any section, subsection, sentence, clause or phrase of this resolution is for any reason held to be unconstitutional; such decision shall not affect the validity of the remaining portions of this resolution.

FURTHER RESOLVED, that this resolution and the rules, regulations, provisions, amendments, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after the date of its approval.

~~FURTHER RESOLVED, that to the extent the provisions of the Amendments and modifications to the 2012 Edition of the International Fire Code provisions adopted herein conflict with the provisions of the 2003 IFC previously adopted by the Chino Valley Fire District, as amended, the modifications authorized herein shall govern.~~

RESOLVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Board Chairman

ATTEST:

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

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE RESOLUTION 2016-03 AND SINGLE OWNER ANNEXATION  
16 W. BIG CHINO ROAD, PAULDEN – PARCEL #304-06-102A

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*Suggested Motion:*

***Approve Resolution 2016-03 and Single Owner Annexation 16 W Big Chino Rd,  
Paulden, Parcel # 304-06-102A***

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

# CHINO VALLEY FIRE DISTRICT

Resolution No. 2016-03  
Annexation – 16 W. Big Chino Road, Paulden - Parcel 304-06-102A

A FORMAL RESOLUTION OF THE ELECTED BOARD OF THE CHINO VALLEY FIRE DISTRICT ORDERING A CHANGE OF THE FIRE DISTRICT BOUNDARIES TO INCLUDE THAT PROPERTY DESCRIBED IN EXHIBIT "A" AS ATTACHED HERETO;

WHEREAS, Chino Valley Fire District Governing Board has been presented with a valid request for annexation of the area of the property described in Exhibit "A" as attached hereto, requesting that said property be annexed into the jurisdictional boundaries of the District; and

WHEREAS, the subject property is located within Yavapai County and is contiguous to the boundaries of Chino Valley Fire District as shown on the map attached hereto as Exhibit "B"; and

WHEREAS, all other pertinent requirements of A.R.S. § 48-262 have been addressed and met according to law; and

WHEREAS, the Chino Valley Fire District Board has determined that the inclusion of the subject property within the boundaries of the Chino Valley Fire District will benefit the Chino Valley Fire District and the property owner.

NOW THEREFORE, BE IT RESOLVED that the Fire District Board of Directors does hereby find that the proposed annexation satisfies the requirements of A.R.S. § 48-262(I), and does hereby order the change to its boundaries to include the area described above, as more specifically set forth in the attached legal description Exhibit "A" and map Exhibit "B".

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Fire Board Chairperson  
Chino Valley Fire District

\_\_\_\_\_  
Fire Board Clerk  
Chino Valley Fire District



## **EXHIBIT A**

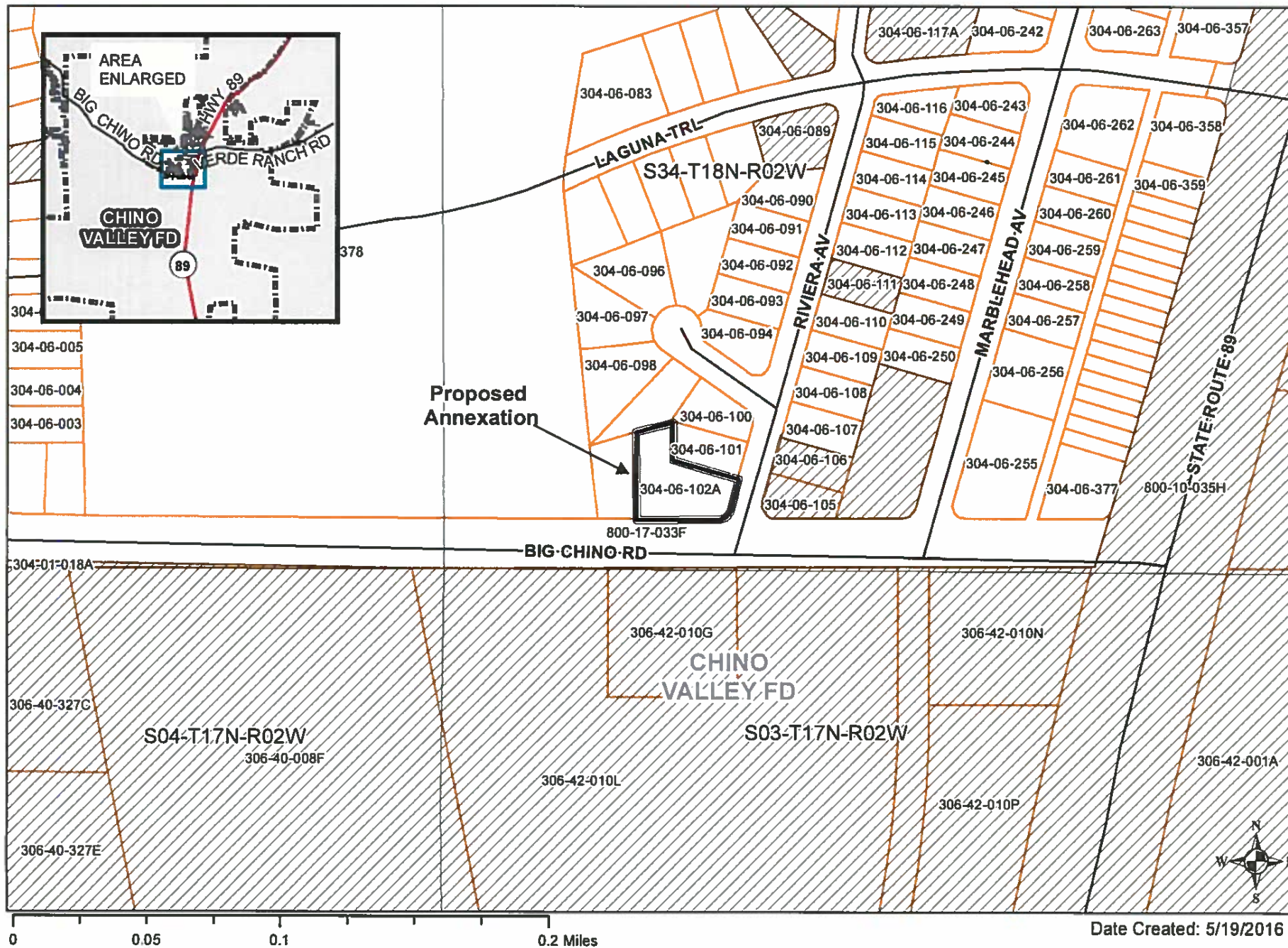
### **Legal Description**

Lots 1261 and 1262, HOLIDAY LAKE ESTATES, according to the plat of record in Book 8 of Maps, Pages 39 and 40, records of Yavapai County, Arizona.

EXCEPT an undivided 1/2 interest in and to all oil, gas and other petroleum products as reserved in instrument recorded in Book 173 of Deeds, Page 218, records of Yavapai Count, Arizona.

ALSO EXCEPT an undivided 1/2 interest in and to all oil, gas and other petroleum products as reserved in instrument recorded in Book 197 of Deeds, Page 68, records of Yavapai County, Arizona.

# EXHIBIT B





Date: 5.11.2016

Chino Valley Fire District  
Governing Board  
8555 E. Yavapai Road  
Prescott Valley, AZ 86314

Dear Chairman,

As per A.R.S. §48-262(H), I would like to request my property to be included into the boundaries of the Chino Valley Fire District.

My property is adjacent to your current boundaries and is more specifically described as:

Parcel # 304-06-102 304-06-102A S34-T18N-R02W  
Section/Township/Range combined into one parcel 304-06-102A

Physical Address: 16 W. Big Chino Road, Paulden, AZ 86334

I appreciate your consideration on this matter and look forward to hearing from you.

Print Name Kim Kapin - Clerk of the Board

Mailing Address: 1015 Fair Street  
Prescott, AZ 86305

Number of people living in this home: Paulden Library

**A copy of the legal description and a map of this property must be included with application.**

Signature of Applicant [Signature]

Signature of Co-Applicant [Signature]

For Office Use Only

Verification: Is property contiguous to current CVFD property? Yes

Date application received: 5/13/2016

Reviewed By: J. Manner

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE RESOLUTION 2016-04 AND SINGLE OWNER ANNEXATION  
320 E VERDE RANCH ROAD, PAULDEN – PARCEL #304-01-055B

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*Suggested Motion:*

***Approve Resolution 2016-04 and Single Owner Annexation 320 E Verde Ranch Rd, Paulden, Parcel # 304-01-055B***

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

WHEN RECORDED, MAIL TO:

Chino Valley Fire District  
8555 E. Yavapai Road  
Prescott Valley, Arizona 86314

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CAPTION OF DOCUMENT: RESOLUTION 2016-04

ANNEXATION OF GARCIA PROPERTY  
PARCEL 304-01-055B

# CHINO VALLEY FIRE DISTRICT

Resolution No. 2016-04  
Annexation – Garcia - Parcel 304-01-055B

A FORMAL RESOLUTION OF THE ELECTED BOARD OF THE CHINO VALLEY FIRE DISTRICT ORDERING A CHANGE OF THE FIRE DISTRICT BOUNDARIES TO INCLUDE THAT PROPERTY DESCRIBED IN EXHIBIT "A" AS ATTACHED HERETO;

WHEREAS, Chino Valley Fire District Governing Board has been presented with a valid request for annexation of the area of the property described in Exhibit "A" as attached hereto, requesting that said property be annexed into the jurisdictional boundaries of the District; and

WHEREAS, the subject property is located within Yavapai County and is contiguous to the boundaries of Chino Valley Fire District as shown on the map attached hereto as Exhibit "B"; and

WHEREAS, all other pertinent requirements of A.R.S. § 48-262 have been addressed and met according to law; and

WHEREAS, the Chino Valley Fire District Board has determined that the inclusion of the subject property within the boundaries of the Chino Valley Fire District will benefit the Chino Valley Fire District and the property owner.

NOW THEREFORE, BE IT RESOLVED that the Fire District Board of Directors does hereby find that the proposed annexation satisfies the requirements of A.R.S. § 48-262(l), and does hereby order the change to its boundaries to include the area described above, as more specifically set forth in the attached legal description Exhibit "A" and map Exhibit "B".

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Fire Board Chairperson  
Chino Valley Fire District

\_\_\_\_\_  
Fire Board Clerk  
Chino Valley Fire District

## EXHIBIT A

### Legal Description

All that portion of Section 34, Township 18 North, Range 2 West of the Gila and Salt River Base and Meridian, Yavapai County, Arizona, described as follows:

BEGINNING at the North quarter corner of said Section 34 marked with a 4 inch Maddock & Associates brass capped pipe monument;

Thence South 89 Degrees, 44 Minutes, 58 Seconds West, 1,394.51 feet along the North line of Section 34 to a one-half inch rebar;

Thence South 00 Degrees, 00 Minutes, 50 Seconds West, 1,981.62 feet to a one-half inch rebar;

Thence North 89 Degrees, 48 Minutes, 51 Seconds East, 423.00 feet to a one-half inch rebar and the TRUE POINT OF BEGINNING;

Thence North 89 Degrees, 48 Minutes, 51 Seconds East, 362.55 feet to a one-half inch rebar on the Westerly right-of-way of U. S. Highway 89;

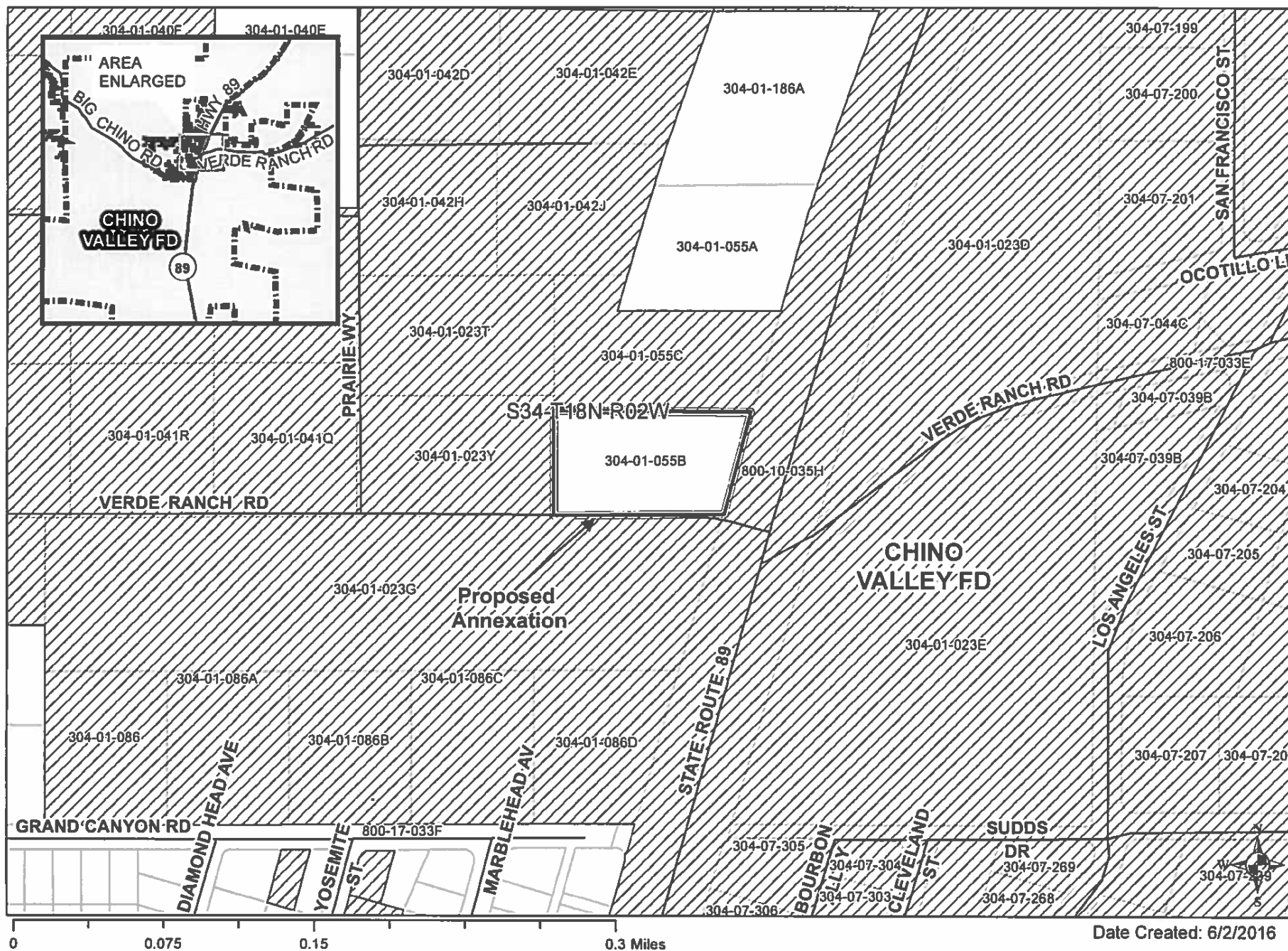
Thence North 15 Degrees, 49 Minutes, 33 Seconds East, 230.00 feet along right-of-way to a one-half inch rebar;

Thence North 88 Degrees, 59 Minutes, 02 Seconds West, 425.28 feet to a one-half inch rebar;

Thence South 00 Degrees, 00 Minutes, 50 Seconds West, 230.00 feet to the TRUE POINT OF BEGINNING.

EXCEPT all coal, oil, gas and other minerals as reserved from said land.

# EXHIBIT B





Date: 6/2/2016

Chino Valley Fire District  
Governing Board  
8555 E. Yavapai Road  
Prescott Valley, AZ 86314

Dear Chairman,

As per A.R.S. §48-262(H), I would like to request my property to be included into the boundaries of the Chino Valley Fire District.

My property is adjacent to your current boundaries and is more specifically described as:

Parcel # 30401055.B Section/Township/Range 34-18-2W

Physical Address: ~~320~~ 320 E Verde Ranch Rd Paulden  
AZ 86334

I appreciate your consideration on this matter and look forward to hearing from you.

Print Name Holly Garcia

Mailing Address: 2105 W. Meadowlark Dr.

Chino Valley, AZ 86323

Number of people living in this home: 2 people & dogs, cats, & bird

A copy of the legal description and a map of this property must be included with application.

Signature of Applicant

Holly R. Garcia

Signature of Co-Applicant

For Office Use Only

Verification: Is property contiguous to current CVFD property? yes

Date application received: 6/2/2016

Reviewed By: AM

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 8, 2016

SUBJECT: APPROVE NEW J615 INVESTIGATION POLICY; APPROVE POLICY  
AMENDMENTS EFFECTIVE JULY 1, 2016 NEW JOINT POLICY J407  
RETIREMENT AND DEFERRED COMPENSATION BENEFITS AND  
NEW JOINT POLICY J408 INSURANCE AND RELATED BENEFITS

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*Suggested Motion:*

***Approve New Policy J615 Investigation Policy effective immediately, and New Joint Policies J407 Retirement and Deferred Compensation Benefits, and J408 Insurance and Related Benefits effective July 1, 2016.***

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

## J615 INVESTIGATIONS

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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### I. PURPOSE

The purpose of this policy is to establish the standards of investigative processes for members of the District.

### II. SCOPE

This policy applies to all members.

### III. POLICY

The following policy is the basis for informal and formal investigation processes, recognition of Weingarten, Garrity and Lauderhill rights and adherence to a standard that will provide accurate, factual information regardless of the disciplinary outcome (if any). Investigations of employees may be initiated due to complaint, concern or potential violation of policy or employee performance that would potentially result in discipline. Additionally, investigative processes may be in conjunction and simultaneous to criminal/civil activities outside of the organization.

### IV. DEFINITIONS

**Informal Investigation:** use of informational gathering, through multiple sources, to substantiate whether a claim or complaint has validity. Possible informational sources may include, but not limited to: general organizational software programs, social media, and personnel comments (not compelled), or sources that are open to public review. Usually the result of this form of investigation is not formal discipline.

**Formal Investigation:** use of informational gathering, through multiple sources, to substantiate a claim or complaint from an informal investigation or if the claim or complaint is egregious, criminal or a violation of policy or performance standards that the use of a formal investigation is warranted. Possible informational sources may include, but not be limited to: restricted organizational software, email, personnel interviews or written statements (compelled by Garrity) or sources that may be obtained through law enforcement, court order or legal compulsion.

**Weingarten Representation:** Allowance by the organization to have the employee accompanied by a labor/employee representative during the investigative questioning. The employee may request a labor/employee representative prior to a formal interview or investigation process. If the request does not unduly delay the interview, meeting or process; accommodation shall be provided for the employee and their representative to attend.

## J615 INVESTIGATIONS

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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**Garrity Warning:** Admonishment to the employee regarding being compelled to answer the investigative questions of the employer to the best of their ability. Statements made (or written) under a Garrity Warning can not be used to substantiate legal charges or claims against the reporting party as this would be a violation of their Fifth Amendment Right. This will require a signature of acknowledgement by the recipient.

**Laudermill Hearing:** Formal disciplinary meeting that will potentially result in a property loss (wages, benefit, rank, employment, etc.). The employee(s) will be presented with the investigative findings and materials – including all written, recorded testimony and other supportive findings of the investigation. The employee(s) will have this opportunity to present information/evidence to dispute the formal disciplinary outcome. This is not a part of the Appeals/Grievance Process.

**Letter/Notice of Investigation:** Written notification of the parameters of the investigation. The notice will be certified mailed to the employee(s) with adequate notification for the scheduled attendance or reschedule of the investigative interview. The notice will include the claim or complaint, specific instructions, and restrictions. This will require a signature of acknowledgement by the recipient.

**Investigative Summary:** Written, factual summary of the formal investigative findings. This report may be used in the overall disciplinary process (if necessary), but should be provided by the impartial investigator(s) to the requesting supervisor(s). The summary report shall also be supported by all investigative materials obtained throughout the process. This information will be public records restricted during the investigation and possible Appeals/Grievance Process.

### **Informal Investigation:**

- Verification of possible validity of the complaint, concern or potential violation of policy/personal conduct can be achieved through general departmental software, social media, phone calls, interviews, and other public sources of information.
- The ultimate purpose of the informal investigative process is to refute or validate a complaint or concern. If the informal process refutes the complaint or concern, no further action is warranted.

## **J615 INVESTIGATIONS**

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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- Another supervisor or Human Resource personnel may be utilized to verify or review the informal information to validate the resulting course of action. This is strictly confidential.
- If the informal investigative process results in validating or has a significant probability in validating a complaint, concern or potential violation of policy/personal conduct that will result (or potentially result) in formal discipline, the process shall proceed to a formal investigative process.
- An Investigative Summary of the informal investigative process shall be archived for the purpose of validating or refuting the reported complaint, concern or potential violation. This is the only documentation that is required and will be archived as per the Records Retention laws of the State of Arizona.

### **Formal Investigation:**

- Formal Investigations may be handled by Human Resources, Assistant Chiefs or upper management supervisors, however, it is highly recommended, but not mandatory, that the supervisor that the potential discipline will originate from, is not involved in the formal investigative process. This will promote an unbiased review of the information – providing a factual Investigative Summary devoid of any personal feelings, bias or interpretation. If necessary, and in extreme cases, a party outside of the organization may be utilized to conduct and report on the formal investigative interviews/process.
- The employee that is subject of the formal investigation shall be placed on Administrative Leave pending the outcome of the investigation and discipline process if the complaint, concern or potential violation is directly related to their job performance, may result in loss of property (damaged property restitution, time off without pay, demotion or termination), or potentially involves civil law violation(s) or potential criminal activity.
- If the complaint, concern or potential violation does not rise to a level of potential loss of property, suspension of job performance, civil or criminal activity, it will be the discretion of the Assistant Chiefs or the Fire Chief if the employee will be placed on Administrative Leave.
- The employee(s) must remain available for the formal investigative process (as regularly assigned work schedule), but may request a rescheduling if there are extenuating circumstances.

## J615 INVESTIGATIONS

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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- Formal Letters and Notices of Investigation will be sent to the employee(s) via certified mail. The Letter/Notice shall contain the subject of the investigation, date, time and place of interview, and any specific instructions and/or restrictions.
- The employee(s) being interviewed, and their supervisor(s), shall also be contacted directly by the investigative supervisor as to the letter/notice being sent and the proposed schedule for investigative interview(s) – any discussion as to the content of the investigation is strictly confidential.
- Any employee(s) being interviewed have the right of Weingarten representation. The employee representative may be union, supervisor, coworker or legal counsel. However, this is not a court of law and the representative is there as a witness, ensure that the interviewee civil rights are not being violated and to assist with clarifying processes. They are not to interfere with the interview/statement process. If the employee representative coerces, manipulates or otherwise disrupts the interview, they will be removed from the interview.
- The employee interviews will be recorded via audio recording or written submission. Full copies of the audio or written submission will be part of the investigative documents and shall be archived as per the Records Retention laws of the State of Arizona.
- All employees involved with an interview or written submission shall be presented with a Garrity Warning and the warning shall be read, clarified, acknowledged and signed by the participants prior to the interview or request for written submission.
- If the employee(s), regardless if they are the subject of the investigation or not, is misleading, evasive or refuses to answer questions during an interview or written statement, they will be subject to the discipline policy – up to and including termination.
- If an employee wishes to add an addendum to their original written or verbal responses, they can request another interview or submit a written addendum and will be subject to the original Garrity warning presented.
- Further, if follow up or clarification is required for interview or written submissions, the employees will still be subject to the original Garrity Warning

## **J615 INVESTIGATIONS**

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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- Investigations will be done expeditiously. Due to circumstances, there may be a lengthy process and status updates will be reported to the subject(s) of the investigation and involved supervisors biweekly, if necessary.
- Upon completion of the investigation, an Investigative Summary will be presented, with all accompanying documentation, audio files, and data to the supervisor that will potentially issue the discipline for review. The Investigative Summary may include recommendations for consideration for discipline, resolution or no further action – however, this is not required for the Investigative Summary.
- All investigative materials shall be submitted to Human Resources and archived as per Records Retention laws of the State of Arizona.

### **Post Investigation**

- If the investigation results in no action, then notification via written letter or notice will be made to the employee(s). Additionally, the supervisor that initiated the investigation or possible discipline may want to verbally notify the employee(s) of the outcome.
- If the investigation results in a consideration of discipline other than a property loss, then the supervisor will issue the proposed discipline to the employee(s) as outline in the Discipline Policy and the proposed discipline is subject to grievance proceedings.
- If the investigation results in a potential property loss (damaged property restitution, time off without pay, demotion or termination), a Laudermill Hearing will be scheduled with the employee(s) subject to the potential discipline.
- A notice of Laudermill Hearing will be will be sent to the employee(s) via certified mail. The Letter/Notice shall contain the subject of the investigation, date, time and place of hearing, and any specific instructions and/or restrictions.
- All investigative findings - including all recordings, data and documentation shall be provided to the employee(s) that are subject to the Laudermill Hearing, at the employee(s) request. This will allow the employee(s) the opportunity to review the investigative information and provide refuting or additional information for consideration at the Laudermill Hearing.
- An employee may waive their right to a Laudermill Hearing through written notification to Human Resources or supervisor that is oversight to the

## J615 INVESTIGATIONS

Created/Revised: 06/21/2016

Created 06/21/2016

Reviewed: 11/24/2015

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Laudermill Hearing. At which time, the proposed discipline will be issued to the employee(s) as outlined in the Discipline Policy and the proposed discipline is subject to grievance proceedings.

- The employee(s) is allowed representation, as per Weingarten, at the Laudermill Hearing. The employee representative may be union, supervisor, coworker or legal counsel. However, this is not a court of law and the representative is there as a witness, ensure that the interviewee civil rights are not being violated and to assist with clarifying processes. They are not to interfere with the interview/statement process. If the employee representative coerces, manipulates or otherwise disrupts the hearing, they will be removed from the hearing proceedings.
- The employee(s) may request additional attendees at the Laudermill Hearing for the narrow purpose to refute or present additional investigative information not otherwise considered. However, prior to the hearing, there must be a written request for the attendee(s) and purpose of their participation at the hearing for consideration. Based on the written request, a determination of participation will be notified to the employee(s), prior to the hearing, by Human Resources or supervisor that is oversight to the Laudermill Hearing.
- The Laudermill Hearing will be audio recorded and the recording/documents presented will be considered part of the investigative findings documentation and archived as per the Record Retention laws of the State of Arizona.
- After the Laudermill Hearing, if the investigation results in discipline, then the supervisor will issue the proposed discipline to the employee(s) as outlined in the Discipline Policy and the proposed discipline is subject to grievance proceedings.
- After the Laudermill Hearing, if the investigation results in no action, then notification via written letter or notice will be made to the employee(s). Additionally, the supervisor that initiated the investigation or possible discipline may want to verbally notify the employee(s) of the outcome.

All investigative documents, data and audio files are strictly confidential. Discussion of investigation findings, documents, files, proceedings or outcomes outside of those directly involved is strictly prohibited and may result in disciplinary action as outlined in policy.



## **J407 RETIREMENT AND DEFERRED COMPENSATION BENEFITS**

Created/Revised: 12/02/2008 / 00/00/2016

Created/Revised: 00/00/2016

Reviewed: 05/24/2016

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### **EFFECTIVE JULY 1, 2016**

#### **I. PURPOSE**

The purpose of this policy is to outline the pension systems and deferred compensation benefits that are offered to District members.

#### **II. SCOPE**

The availability of pension and deferred compensation retirement benefits applies to all full-time and some part-time District members as outlined by each plan.

#### **III. POLICY**

##### **PSPRS Retirement**

Fire operations members belong to the Public Safety Personnel Retirement System (PSPRS) and contribute a percentage of their wages into a retirement account. A deferred retirement allowance is available to public safety members with at least 10 years of service. Members who terminate their employment before retirement may withdraw their accumulated contribution in a lump-sum payment upon separation.

All other full-time non-PSPRS members will participate in the Arizona State Retirement System (ASRS).

##### **DROP Program**

Members hired prior to 1/1/2012 with 20 years of credited PSPRS service are eligible to enter the Deferred Retirement Option Plan (DROP) Program. Members interested in entering the DROP Program must contact Human Resources to complete the paperwork.

PSPRS eliminated the DROP Program for individuals hired on or after 1/1/2012.

##### **DROP Program prior to 7/1/2013**

Members who have entered the DROP Program prior to 7/1/2013 must contribute their normal PSPRS percentage deduction into PSPRS, the District's 401(a) plan, or 457(b) plan. The District will contribute the PSPRS rate as set on June 30, 2012 into the 401(a) plan.

##### **DROP Program effective 7/1/2013**

The District will contribute matching funds up to 10% of a member's earnings into a 401(a) account if the member enters DROP on or after July 1, 2013 and the member is contributing up to 10% into PSPRS, a 401(a), 457(b) account, or a

## **J407 RETIREMENT AND DEFERRED COMPENSATION BENEFITS**

Created/Revised: 12/02/2008 / 00/00/2016

Created/Revised: 00/00/2016

Reviewed: 05/24/2016

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combination of those accounts. The Districts contributions will only be deposited into an employer sponsored and qualified 401(a) plan.

### ASRS 10/10 Program effective 7/1/2013

Members that are enrolled in the Arizona State Retirement System (ASRS) that have accumulated 20 years of service or 80 points (years of service plus age) may contribute up to 10% of their earnings into ASRS, a 401(a), or 457(b) account and the District will match the percentage up to 10% for 5 years. The member is **not** required to terminate employment at the end of 5 years. The Districts contributions will only be deposited into an employer sponsored and qualified 401(a) plan.

### **Public Safety Officer's Benefit Act (PSOB)**

The PSOB Act provides a benefit\* to the eligible survivors of a public safety officer whose death is the direct and proximate result of a traumatic injury sustained in the line of duty. The Act also provides the same benefit to a public safety officer who has been permanently and totally disabled as the direct result of a catastrophic personal injury sustained in the line of duty. The injury must permanently prevent the individual from performing any gainful work.

\*Annually, on October 1st, the benefit will be adjusted by the percentage of change in the Consumer price Index.

A copy of the Act is available from Human Resources.

### **401(a) Deferred Compensation Plan**

The District offers a 401(a) Deferred Compensation Plan. Upon initiation of the plan for the Central Arizona Fire and Medical Authority (CAFMA) effective July 1, 2016, any active PSPRS employee that has been a continuous fulltime member of either the Central Yavapai or Chino Valley Fire Districts for at least 4 years will become eligible for a one time eligibility window of 24 months to elect to participate in the 401(a) plan with a minimum of a 1% (gross wages) employee contribution. Alternatively, the fulltime member may demonstrate 4 years of continuous full time service with either the Central Yavapai or Chino Valley Fire Districts when combined with the member's term of employment with CAFMA. On the member's fourth anniversary of continuous full time service, the member has 24 months to elect to participate in the 401(a) plan. All new PSPRS members of CAFMA will become eligible to participate in this plan once they have been a continuous fulltime member for 4 years. Once eligibility is reached, the member has twenty-four months to elect to participate in the 401(a) plan with a minimum of 1% of salary contributed. The option to participate is available only during this twenty-four month time frame.

The percentage that the member contributes to the PSPRS 401(a) can only be

## **J407 RETIREMENT AND DEFERRED COMPENSATION BENEFITS**

Created/Revised: 12/02/2008 / 00/00/2016

Created/Revised: 00/00/2016

Reviewed: 05/24/2016

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changed at the beginning of each fiscal year and can never be less than 1% of salary.

Any ASRS employee that begins employment with the Central Arizona Fire and Medical Authority shall have 24 months to decide to participate in the ASRS 401(a) plan or the Nationwide 401(a) plan. The ASRS Plan requires a 5 year 100% vesting schedule at 20% per year. The Nationwide 401(a) plan does not have a vesting requirement. Both plans require a set employee contribution that cannot be changed during employment with CAFMA.

### **457(b) Deferred Compensation Plan**

The District offers a 457(b) Deferred Compensation Plan. Any member, except reserves, may choose to contribute a percentage of their salary or a flat dollar amount into the 457(b) plan.

### **Employer sponsored Alternative Social Security Plan**

CAFMA offers an alternative contribution plan as a result of discontinuing established 218 agreements that existed with the Central Yavapai and Chino Valley Fire Districts. The Alternative Social Security Plan is for ASRS members only and is in effect as of July 1, 2016.

The plan offers a contribution match of employer funds into a 401(a) account up to a maximum employee contribution rate of 6.2% of the employee's gross earnings into his or her 457, 401(a), or combination of the two plans. The employee may elect to contribute less than 6.2%, in which case the employer will reduce its contribution match by the same amount.

The employer contribution will only be into a 401(a) account in the name of the participating employee. If the employee wishes to establish a 401(a) plan account, see the section specific to 401(a) Deferred Compensation Plan for those requirements. If the employee does not wish to participate in the 401(a) plan, the employee may contribute up to the full 6.2% to his or her 457 account; however, the employer must establish a 401(a) account on the employee's behalf for the employer match contributions. Under these circumstances, the employee will not have an ability to contribute to that account.

## **J408 INSURANCE AND RELATED BENEFITS**

Created/Revised: 10/11/2010 / 00/00/2016

Created/Revised: 00/00/2016

Reviewed: 05/24/2016

**EFFECTIVE JULY 1, 2016**

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### **I. PURPOSE**

The purpose of this benefits policy is to identify the various insurance related benefits for members of the District and how they apply based on the type of employment held with the District.

### **II. SCOPE**

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

### **III. POLICY**

#### **Health Insurance**

The District may provide health insurance coverage for all members who are scheduled to work 24 or more hours per week. Dependent coverage may be available to all members who are scheduled to work 24 or more hours per week. The member's cost will be pro-rated, depending on the number of hours worked.

The District may pay a portion of the dependent coverage each fiscal year, as funded by the Board.

#### **Life Insurance**

All full-time members may be provided with a basic life insurance policy. The member is automatically included in a group term-life insurance plan at the same time the medical insurance coverage takes effect at no cost to the member.

#### **Long Term Disability**

Both PSPRS and ASRS provide a disability benefit program for members. This program provides a monthly benefit designed to partially replace income lost during periods of total disability resulting from a covered injury, illness, or other disability condition.

#### **Post Employment Health Plan (PEHP)**

The District will contribute 1% of a member's gross earnings into the Post Employment Health Plan (PEHP) each pay period effective July 1, 2016, for all members who are scheduled to work 20 or more hours per week (receiving a prorated contribution). Members who have at least 17 years of combined (CYFD or CVFD and CAFMA) continuous service and leave employment due to retirement must, as a group, choose to have a set percentage, a flat dollar amount, or none of their accrued vacation and sick leave contributed into the PEHP plan pre-tax\*. This decision must be made by March of each fiscal year. On an annual basis at the beginning of each fiscal year, the Board of Directors will approve the dollar amount or percentage chosen by the retirees. The

## **J408 INSURANCE AND RELATED BENEFITS**

Created/Revised: 10/11/2010 / 00/00/2016

Created/Revised: 00/00/2016

Reviewed: 05/24/2016

**EFFECTIVE JULY 1, 2016**

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employees that voluntarily separate service prior to 17 years of continuous service will have their accrued vacation and sick leave paid out per policy in a cash disbursement or may elect to have the funds placed in their 457 account (if applicable). Any employee that is terminated shall be paid out per policy in a cash disbursement only.

\*There are two PEHP accounts: A set percentage will go into a different account than a flat dollar amount. The Board of Directors, upon recommendation of those scheduled for retirement, may elect to have an equitable dollar amount placed in a more flexible PEHP account with the balance above the set dollar amount being deposited into the more restrictive – premium only PEHP account.