

AGENDA

**Central Arizona Fire and Medical Authority
Central Yavapai Fire District Board of Directors
CY Regular Meeting
Monday, April 23, 2018, 6:30 pm - 7:30 pm
Chino Valley Town Hall, 202 N. State Route 89, Chino Valley**

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Yavapai Fire District Board of Directors and the general public that the **Central Yavapai Fire District** will hold a meeting open to the public on **Monday, April 23, 2018 at 6:30 p.m.** The meeting will be held at the **Chino Valley Town Hall, Council Chambers, 202 N. State Route 89, Chino Valley, Arizona.** The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS
2. PLEDGE OF ALLEGIANCE
3. CALL TO THE PUBLIC

A.R.S. §38-431.01(H) states: A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Yavapai Fire District Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

4. 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. Any item may be removed by a Board member and will be considered separately for motion, discussion and action.

- A. Approve Regular Session Minutes - February 26, 2018
- B. Approve Regular Session Minutes - March 26, 2018
- C. Approve Executive Session Minutes - March 26, 2018
- D. Approve General Fund Financial Statements
- E. Approve Bond Debt Service Financial Statements
- F. Transfer March Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$644,720.60

5. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Legal Advice to the Board Regarding Recent Acts and Omissions of Directors Jacobs and Steele

6. OLD BUSINESS

- A. Motion, Discussion, and Action Related to Training Center Drainage Issues
- B. Motion, Discussion, and Action Regarding Modifying CYFD Board Policy Manual Related to Placing Items on the Agenda

7. NEW BUSINESS

- A. Motion, Discussion and Action Regarding Waiver of Conflict of Interest with the Yavapai County Attorney's Office for Election Services
- B. Motion, Discussion, and Action Regarding Annexation and Resolution 2018-02 Harshberger 11405 E. Indigo Road Parcel 401-01-111Q
- C. Discussion and Possible Action Regarding Recent Acts and Omissions of Directors Jacobs and Steele

8. ADJOURNMENT

Disabled persons needing reasonable accommodations should call 928-772-7711 prior to the scheduled meeting.

MINUTES

**Central Arizona Fire and Medical Authority
Central Yavapai Fire District Board of Directors
CY Regular Meeting
Monday, February 26, 2018, 7:00 pm - 8:00 pm
Town of Chino Valley, Council Chambers,
202 N. State Route 89, Chino Valley**

In Attendance

Darlene Packard; Dave Tharp; Jeff Wasowicz; Laura Mowrer; Matt Zurcher;
Nicolas Cornelius; Scott A Freitag; Susanne Dixon; ViciLee Jacobs

Not In Attendance

Tom Steele

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Yavapai Fire District Board of Directors and the general public that the **Central Yavapai Fire District** will hold a meeting open to the public on **Monday, February 26, 2018 at 7:00 p.m.** The meeting will be held at the **Chino Valley Town Hall, Council Chambers, 202 N. State Route 89, Chino Valley, Arizona**. The Board may vote to go into Executive Session on any agenda item, pursuant to A.R.S. §38-431.03(A)(3) for discussion and consultation for legal advice with Authority's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS

Board Chair Packard called the Central Yavapai Fire District Board of Director's meeting to order on Monday, February 26, 2018 at 7:00 p.m. at the Chino Valley Town Council Chambers, 202 N. State Route 89, Chino Valley.

2. PLEDGE OF ALLEGIANCE

Captain Merrill led the Pledge of Allegiance.

Vote To Go Into Emergency Executive Session

Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Attorney-Client Privilege

Motion to adjourn into emergency Executive Session at 7:01 pm.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

Board Chair Packard reconvened meeting into Public Session at 7:12 p.m.

3. PRESENTATIONS

A. Analysis of Fiscal Year Ending June 30, 2017 Audit and Review of Equity of the Respective Agencies

CPA Stephen Crandall with SC Audit & Accounting Solutions, LLC, provided an analysis of Fiscal Year Ending June 30, 2017 and the equity of the fire agencies. He provided a little background and stated that he works for numerous nonprofits and created the financial structure for CAFMA; all agencies have been audited by HintonBurdick.

Mr. Crandall explained how the accounting system for CAFMA was created as a separate legal entity in a joint venture format so that all revenues and expenses could be tracked according to agency. GASB Statement 14 defines a joint venture; the participants have an ongoing financial interest and financial responsibility. He sought guidance from GASB authors and the Auditor General's office that deals specifically with Special Districts. There was an initial transfer of assets and liabilities to CAFMA; the CVFD and CYFD numbers were accounted for. The general ledger tracks the revenue and expenses from each entity. If one entity contributes more funds than expenses, their equity would increase. The annual year end financials are presented for each entity-- reference Page 53 of the CAFMA Financial Statement; these reports should be referenced when setting budgets. He mentioned that there is a pension liability - it shows as a deferred asset for CAFMA was about \$58 mil; this will be amortized and is explained on Page 40 of the financial statements.

Director Wasowicz asked if one entity consistently costs more than they bring in and their equity keeps reducing, could they hit zero and they would be out.

Mr. Crandall stated that should be watched, and it can be measured if it starts to happen.

Chief Tharp recommended that the Board review the Management Discussion and Analysis, and specifically Page 10 of the Central Yavapai Fire District's Financial Statements as it provides a broad overview including why there was an over-expenditure of what was budgeted by approximately \$50,000 related to legal expenses; this was discussed during a Board meeting. He also stated that it's important to understand that 100% of CAFMA's equity is split between Central Yavapai and Chino Valley Fire Districts. Chief Tharp explained that from Fiscal Year 2016 to 2017 neither organization saved money--expenses were not reduced; they increased a little. However, by creating CAFMA, CYFD saved about \$575,000 and Chino Valley saved about \$111,000 in expenditures. Chief Tharp stated that it is important for the Board to review how much money is being put into CAFMA and the District's equity as this will be an indicator of how the organization is doing.

Mr. Crandall mentioned that health insurance and pension expenses are increasing; all governmental entities need to look at those areas for possible long-term solutions.

Item 5. was addressed prior to Call to the Public

4. CALL TO THE PUBLIC

A.R.S. §38-431.01(H) states: A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions, to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

In accordance with A.R.S. §38-431.01(H) and as a matter of policy, the Central Yavapai Fire District Board has decided to allow public comments as time permits. Therefore, those wishing to address the Board regarding an issue within the jurisdiction of this public body may do so in an orderly manner that includes completing a Call to the Public Form and submitting it to staff for the record. If a written statement is being read, please provide a copy to ensure it is entered into the record accurately. Individuals will be limited to speak for three (3) minutes and Call to the Public shall not exceed 30 minutes per meeting.

Board Chair Packard opened the meeting for public comments.

Mr. Larry Jacobs provided handouts for the Board Members.

Attorney Cornelius advised the Board that the documents Mr. Jacobs distributed appear to be related to the allegations of potential criminal misconduct, and he advised the Board that they not be considered at this time.

Board Chair Packard informed Mr. Jacobs that the Board would not be hearing his comments.

Mr. Jacobs expressed that this is a new forged check that he plans to bring forward; it isn't related to the \$50,000 check.

Attorney Cornelius advised Mr. Jacobs that to the extent that he is talking about potential criminal items, Mr. Jacobs should take those up with the appropriate investigative authority.

Mr. Jacobs stated that he appreciated Attorney Cornelius' comments, but he didn't think Attorney Cornelius was accurate in a lot of his assessments. He stated that if he is not going to be allowed to speak during the Call to the Public, he plans on presenting his documents to the media. He disagreed with Attorney Cornelius' assessment in terms of whether or not a person's stamp could be used without their knowledge or without their permission.

Board Chair Packard informed Mr. Jacobs that he was out of order.

Mr. Jacobs handed documents to Prescott eNews and Daily Courier reporters that were in the audience.

Mr. Mark Alpert stated that he's a California attorney, he appreciated Attorney Cornelius addressing conflicts of interest; however, he voiced concern that although the Boards were not fighting each other, they did not have their own attorney for their own advice. Mr. Alpert expressed concern that the JPA does not contain measures that would assure that both Central Yavapai and Chino Valley are treated fairly financially so that neither is subsidizing the other. He asked what would happen if Chino Valley or Central Yavapai decided they were not going to budget enough money to pay their share of their expenses.

Board Chair Packard advised Mr. Alpert that his three minutes were up.

Mr. Alpert made closing remarks and told the Board in order to really understand what their situation is, they need to get somebody who is looking out for just their interests. He stated that he did not intend to insult Mr. Crandall or CAFMA; however, CYFD's interests were different. Mr. Alpert thanked the Board for their time.

Mr. Chris Kuknyo expressed concern that only the Chair and Fire Chief can put something on the agenda; any two members should be able to put something on the agenda, and that he lives in Williamson Valley and does not have representation on the CAFMA Board, because ViciLee Jacobs is not on that Board. He asked the Board to change the policy to allow any two Directors, in agreement, to put something on the agenda.

Attorney Cornelius advised Mr. Kuknyo that Board members can request items for the agenda. They are to be submitted at least three business days prior to the posting of the agenda so there is an opportunity to determine whether there are legal issues or other matters that need to be properly addressed. He advised that matters that are outside the Board's jurisdiction are not placed on the agenda.

Mr. Kuknyo asked if the Chair could disallow an item.

Attorney Cornelius advised that it depends on the subject.

Mr. Kuknyo voiced his opinion that the Board Chair should not be allowed to veto the request.

5. LEGAL RESPONSE TO ACCUSATION OF ALLEGED CRIMINAL CONDUCT AND OF CONFLICTS OF INTEREST RAISED DURING JANUARY 2018 CALL TO THE PUBLIC

Attorney Cornelius advised that he's going to address the public comments, because they were raising legal matters. He provided his background as a Special Assistant Attorney General in the White Collar Criminal Division and thereafter as a full Assistant Attorney General in the Criminal Division prosecuting white collar crime matters. Attorney Cornelius stated that he is not going to address allegations of criminal conduct, because those matters are not within the jurisdiction of this agency. He stated for the record that as an Attorney General working in the State of Arizona, an investigator who discussed a criminal case in public, whether in the form of publications or at open meeting would have been subject to discipline, because until and if charges are filed that is utterly inappropriate. Attorney Cornelius advised that Mr. Jacobs suggested to him during the December 2017 open meeting that he intended to turn those documents over to a prosecuting agency. Mr. Cornelius advised that he thinks Mr. Jacobs can do that, and if he does, the Agency will respond as required in the event that the matter proceeds.

Attorney Cornelius reviewed the facts related to the real estate transaction and the administration building purchase including the Board process and approval. He advised that everything was done properly.

Director Zurcher called for a point of order.

Director Jacobs voiced concern that this item was on the agenda after the Executive Session;

Attorney Cornelius advised the Board of his concern that matters related to criminal conduct may be brought up during Call to the Public.

Director Zurcher thanked Attorney Cornelius for the explanation.

Attorney Cornelius continued and advised that matters related to criminal conduct are not proper before the Board, and he will not entertain them that this meeting.

Attorney Cornelius advised that there are various potential conflicts of interest which he and the Board face. He advised that both Boards were unanimous in wanting to move forward with the joint management agreement (JMA) and joint powers authority (JPA); there were no conflicts at that time. He advised that there is language in the JPA intergovernmental agreement (IGA) addresses conflicts of interest and how those should be handled. Attorney Cornelius advised that has consulted with the State Bar, the Arizona Attorney General's office, and he named various attorneys that he has been in contact with regarding potential conflicts. He advised that currently there are no conflicts between the Boards; he has consulted with others to confirm. If individuals have suggestions that there are conflicts of interest, he advised that they provide those in writing so that he can address them as the Board is required.

6. 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. Any item may be removed by a board member and will be considered separately for motion, discussion and action.

- A. Approve Executive Session Minutes - October 23, 2017
- B. Approve Regular Session Minutes - January 22, 2018
- C. Approve Executive Session Minutes - January 22, 2018
- D. Approve General Fund Financial Statements
- E. Approve Bond Debt Service Financial Statements
- F. Transfer January Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$642,566.49

Director Jacobs asked that Items A. and F. be removed for further discussion.

Motion to approve Items B., C., D., and E.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

Motion to approve item A.

Move: Jeff Wasowicz Second: Matt Zurcher

Director Jacobs explained her reasoning for pulling the October 23, 2017 Executive Minutes and stated that the language was in the January Executive Session; however, they were not included in the October minutes.

Board Chair Packard asked for feedback from Administrative Manager Dixon. Administrative Manager Dixon informed the Board that corrections were made to the October 23, 2017 Executive Session minutes as directed by legal counsel.

Director Jacobs stated that there were specific sections left out; information was in the January 22nd Executive Session minutes where she explained what Attorney Cornelius had said that she wanted included in the October 23rd minutes. She stated that it needed to be added to the October minutes before they are approved.

Attorney Cornelius advised that he understands Director Jacobs' position; he reviewed the minutes in detail; the substance of the discussion is completely accurate and the nature of the requested change is irrelevant as a legal matter. He advised the Board that there is no reason to delay the approval of the October minutes as the requested change doesn't change the legal analysis.

Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher No: ViciLee Jacobs

Item F. Transfer of January Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$642,566.49

Director Jacobs stated that as she indicated in October and November she is continuing to not pass the money up to the Authority due to her being stripped of her autonomy. She voiced concern that there is a lack of communication with every Director that has been elected by the taxpayers, including Chino that are not on the CAFMA Board. She stated that she will not pass the transferring of the revenue, and she reiterated that she did not pass the budget.

Motion to approve Item F. transfer of January revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the amount of \$642,566.49.

Move: Matt Zurcher Second: Jeff Wasowicz

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

No: ViciLee Jacobs

7. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage
- B. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Possible Joint Representation of the CYFD and

Superior Southwest by Attorney Ken Januszewski of Burch & Cracchiolo in Ace Hardware Litigation

- C. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) Regarding Matter of Administration Building Purchase

Motion to adjourn into Executive Session at 7:57 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

8. OLD BUSINESS

Board Chair Packard reconvened into Public Session at 8:25 p.m.

- A. Motion, Discussion and Action Related to Training Center Drainage Issues

Board Chair Packard confirmed that Attorney Cornelius has his direction.

9. NEW BUSINESS

- A. Motion, Discussion and Action Regarding Joint Representation of the CYFD and Superior Southwest by Attorney Ken Januszewski of Burch & Cracchiolo in Ace Hardware Litigation

Motion to approve the joint representation.

Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

- B. Presentation, Motion, Discussion, and Action Regarding Refunding of 2008 Series B Bonds in the Amount of \$3,745,000 by Stifel, Nicolaus & Co.

Chief Tharp advised the Board that there is potential savings of interest if the bonds are refinanced; past refinancing saved about \$575,000. He stated that this item will be placed on a future agenda if the Board wants to proceed.

Michael LaVallee with Stifel, Nicolaus and Co. provided his background and mentioned that he's been working with our agencies for the past 10+ years. He explained that Central Yavapai had bonds prior to the creation of CAFMA, and that there is about \$3.7 mil that can be refinanced. They are estimating savings of \$55,000 for the first year with a total of about \$250,000 savings over the lifetime of the bonds depending on the quotes we receive. Mr. LaVallee outlined the process if the Board would like to proceed. He noted that they are not looking to extend the maturity date. They suggest finalizing the transaction by May or June. The call date is July 1, 2018; however, if the Board does not want to move forward now, they could consider it again in 6 months

Director Jacobs asked how this is going to affect the budget.

Chief Tharp explained that the feds are increasing interest rates and that has a negative impact. The bond refinancing does not have an impact on the budget; however, a lower bond debt service would decrease the bond tax rate long-term. He stated that we can lower the tax rate slightly when we have surplus in our debt service account. He recommended that the Board consider moving forward with the refinancing process at the March meeting, and he reminded them that this does not obligate the Board.

The Board consensus was to bring this item back to the March meeting.

- C. Motion, Discussion and Action Regarding Matter of Administration Building Purchase

No action required.

10. ADJOURNMENT

Motion to adjourn at 8:43 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Jeff Wasowicz, Matt Zurcher

Clerk / Date

MINUTES

**Central Arizona Fire and Medical Authority
Central Yavapai Fire District Board of Directors
CY Regular Meeting
Monday, March 26, 2018, 6:00 pm - 7:00 pm
Central Arizona Fire and Medical Authority,
Administration, 8603 E. Eastridge Drive, Prescott Valley**

In Attendance

Darlene Packard; Dave Tharp; Jeff Wasowicz; Matt Zurcher; Nicolas Cornelius;
Scott A Freitag; Susanne Dixon; Tom Steele; ViciLee Jacobs

Not In Attendance

Laura Mowrer

NOTICE OF MEETING

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Central Yavapai Fire District Board of Directors and the general public that the **Central Yavapai Fire District** will hold a meeting open to the public on **Monday, March 26, 2018 at 6:00 p.m.** The meeting will be held at **Central Arizona Fire and Medical Authority, Administration, 8603 E. Eastridge Drive, Prescott 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

Board Chair Packard called the Central Yavapai Fire District Board meeting to order on Monday, March 26, 2018 at 6:10 p.m.
Staff member Kylee Burch attended in Laura Mowrer's absence.

2. PLEDGE OF ALLEGIANCE

Battalion Chief Brad Davis led the Pledge of Allegiance.

3. PRESENTATIONS

A. Budget Update and Schedule Budget Workshop for Second Week of April

Chief Bliss explained that the NAV increased in both Districts, with approximately 2% due to new construction. He reviewed some of the increased costs, which include PSPRS, election costs, new software, unemployment, ASRS, and an increase in capital asset contributions as we are trying to get away from spending our savings. He stated that the tax rate projections are lower now because of the agencies combining, and pointed out the line indicating the projections presented to the CYFD Board in 2013.

The Board was in agreement with the other Boards in holding the budget workshop on April 9th at 10:00 a.m.

4. CALL TO THE PUBLIC

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Chair Packard opened the meeting for public comments.

Mr. Larry Jacobs introduced himself as a 20-year resident of the Central Yavapai Fire District. Mr. Jacobs began by stating he submitted a request to speak on 2/26/18 to alert the Board of a second forged check, to which Chair Packard advised Mr. Jacobs he was out of order and the Board would not be hearing this subject. Mr. Jacobs argued that he was not out of order, and there was further heated discussion between Mr. Jacobs and Chair Packard. Attorney Cornelius advised Mr. Jacobs he would be happy to review any documents he had; Mr. Jacobs provided copies of documents to the Board, and stated that Mr. Cornelius had made some mistakes and was giving the Board bad legal advice. Chair Packard asked Mr. Jacobs to be seated after he passed out the documents.

Mr. Chris Kuknyo made a comment about the police presence and stated they should be out on the streets. He stated that we need independent legal counsel to represent the CYFD; Chair Packard called him out of order. He argued that he was not out of order due to the item being on the agenda later in the meeting. Director Jacobs injected that Chair Packard was violating their first amendment rights by not allowing citizens to speak. Chair Packard reminded Mr. Kuknyo that he had raised these concerns previously; Mr. Kuknyo stated he had something new. He said that Attorney Cornelius runs our meetings. He then asked how much the lawsuits are costing us with Ace, said that only attorneys win with lawsuits, and stated we should be talking with them and solve the matter in a "Prescott Valley kind of way". He then stated that banners mean something and commented on Attorney Cornelius' bow tie; he then referenced a pirate and pirates pillaging cities and towns.

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- A. Approve Regular Session Minutes - February 26, 2018
- B. Approve Emergency Executive Session Minutes - February 26, 2018
- C. Approve Executive Session Minutes - February 26, 2018
- D. Approve General Fund Financial Statements
- E. Approve Bond Debt Service Financial Statements
- F. Transfer February Revenues from Central Yavapai Fire District to Central Arizona Fire and Medical Authority in the Amount of \$362,744.71

Director Jacobs requested items A and F be pulled for discussion. It was also determined that item B could not be on the consent agenda as not all members were present for that executive session.

Motion to approve items C, D, and E.

Move: Tom Steele Second: Matt Zurcher Status: Passed

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher, Tom Steele, ViciLee Jacobs

Motion to approve item A.

Move: Jeff Wasowicz Second: Matt Zurcher Status: Motion rescinded.

Discussion - Item A: Director Jacobs stated she wants staff to go back and add the 15 minutes of Mr. Cornelius' comments, as it shows the behavior of this counsel. She stated a lot of things were left out and all of his comments were not completely captured in the minutes. Chief Freitag asked if she was asking for a transcript; Director Jacobs stated that as a Director, she is requesting staff to be very specific on that matter. She stated she is willing to review the recording with staff and submit her suggestions for changes. Director Steele agreed the recording should be reviewed and staff given direction regarding the contents.

Motion to table item A until next month.

Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed
Yes: Jeff Wasowicz, Matt Zurcher, Tom Steele, ViciLee Jacobs
No: Darlene Packard

Motion to approve transfer of February revenues in the amount of \$362,744.71.
Move Matt Zurcher Second: Jeff Wasowicz Status: Passed

Discussion - Item F: Director Steele stated that it is his position as a board member of the CYFD who is denied the opportunity to approve the items that are being spent since the creation of CAFMA, that he is exercising his right to vote NO. Director Jacobs stated she also would not approve the transfer because they're not being properly represented as a whole.

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher
No: Tom Steele, ViciLee Jacobs

Motion to approve item B.

Move: Jeff Wasowicz Second: Matt Zurcher Status: Passed

Discussion - Item B: Attorney Cornelius advised that Director Steele was not present and Director Jacobs left the meeting early, therefore they cannot vote on this item.

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher
Abstain: Tom Steele, ViciLee Jacobs

6. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to A.R.S. §38-431.03(A)(3) and Instruction to District Legal Counsel Pursuant to A.R.S. §38-431.03(A)(4) Re: Training Center Drainage**

Attorney Cornelius advised that Executive Session was not needed.

7. OLD BUSINESS

- A. Motion, Discussion, and Action Related to Training Center Drainage Issues**

Attorney Cornelius informed the Board that settlement negotiations are continuing. We've been notified that Fain Signature and Superior Southwest have both had an opportunity to review the proposed settlement and both have agreed to the terms. All of that has been disclosed to opposing counsel; we are awaiting their response.

Director Jacobs asked about updated tallies from Chief Tharp; Attorney Cornelius indicated those have been provided as required.

- B. Motion, Discussion, and Action Regarding Possible Adoption of a Resolution 2018-01 Granting**

Preliminary Approval to Negotiate the Placement of General Obligation Refunding Bonds of the District Pursuant to a Placement Agent Agreement and Approving the Form and Authorizing the Execution and Delivery of Such Placement Agent Agreement

Chief Tharp introduced Paul Gale from Greenburg-Traug; he is part of the placement team. He reminded the Board that the CYFD has approximately \$3.745 million in outstanding bonds that are callable; they are eligible to be refinanced. The current interest rate is about 4%; we are looking for a lower rate, which will save around \$277,000.

Mr. Gale explained that this is a preliminary resolution approving a placement agent agreement; this is a method of selling the bonds. They will go out and solicit bids, analyze them, then come back to the board with the bids for approval if the terms are satisfactory to the Board.

Director Steele asked if there was any cost to the Board if they decide not to move forward with any of the bids. Mr. Gale explained that there is no cost to the District unless the financing is processed; everyone is working on contingency on this transaction.

Director Steele asked if we would be receiving bids from companies that would offer the new bonds at specific rates, stating there's a big difference between 4% and 4.5%. Mr. Gale stated the placement agent will prepare an RFP and submit it to commercial banks; those banks will submit term sheets in response that will include specific rates. The placement agent will run the numbers with those interest rates, compare them to the current debt service, and provide that information to the Board for your review. In the event there are no savings, obviously the financing will not go forward.

Director Steele asked if the bidders would hold the price for an adequate amount of time so the Board has time to review the information. Mr. Gale explained that they will try to have a rate lock sufficient so that everyone can review the numbers; then it will be a matter of preparing closing documents, getting signatures and closing financing a few weeks after Board approval. Chief Tharp advised Director Steele that the packet they received includes a timeline; if the resolution is approved tonight, they will send out the RFP and banks will respond. Our hope is that by our next Board meeting we will have some responses and a summary for you to review. We can't wait 45-60 days to close; the Fed is increasing interest rates, so we don't want to wait too long. If it doesn't make financial sense, we don't move forward and we aren't out anything.

Director Jacobs asked if they would have information with enough time to review before the next Board meeting; Chief Tharp indicated that is our intention.

Motion to adopt Resolution 2018-01 granting preliminary approval to negotiate the placement of general obligation refunding bonds.

Move: Matt Zurcher Second: Tom Steele Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Tom Steele, Jeff Wasowicz, Matt Zurcher

8. NEW BUSINESS

- A. Motion, Discussion, and Action Regarding Modifying CYFD Board Policy Manual Related to Placing Items on the Agenda**

Director Jacobs thanked the Board Chair for the courtesy of putting this item on the agenda. She then asked that the item be tabled until next month to give board members additional time to consider the rules already in place.

Motion to table item until next meeting.

Move: ViciLee Jacobs Second: Tom Steele Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Tom Steele, Jeff Wasowicz, Matt Zurcher

- B. Motion, Discussion, and Action Regarding Termination of Contract with Legal Counsel Nicolas Cornelius

Motion to go into Executive Session on this item.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Director Zurcher asked to go into executive session on this item; Attorney Cornelius is technically a contracted employee and personnel matters should be discussed in Executive Session.

Director Jacobs objected to moving to Executive Session; she stated the Attorney should publicly explain whether there is a potential or an actual conflict of interest to all of us, rather than in Executive.

Attorney Cornelius confirmed it is a personnel matter which would qualify it for Executive Session; however, he explained he wasn't inclined to move it to Executive Session on that basis. He suggested it should move to Executive Session as it implies legal advice -- both previously given and that may be given with regard to this issue.

Director Steele stated that Attorney Cornelius operates at the pleasure of the Board, he is not an employee of the Fire District. He stated this is not an issue like Ace or an employee matter, this is a matter of how can a person serve three masters.

Director Wasowicz stated he believes the termination of any contract would go to Executive Session first, then be heard and decided on in public session.

Director Jacobs further objected, stating Attorney Cornelius already has several conflicts of interest.

Director Zurcher clarified he wants to go into Executive Session because he has questions that need to be asked in Executive Session.

Attorney Cornelius stated he does not intend to give legal advice regarding the alleged conflicts. He noted that these alleged conflicts were generated by Mr. Jensen, who does not represent this board or the public, he specifically represents two directors; he is their advocate, he is advocating their position. Attorney Cornelius doesn't believe there are any conclusions that those conflicts actually exist.

Yes: Darlene Packard, Jeff Wasowicz, Matt Zurcher

No: Tom Steele, ViciLee Jacobs

Meeting adjourned to Executive Session at 6:55 p.m.

Regular Session reconvened at 7:31 p.m.

Motion to terminate contract of Nicolas Cornelius so that we can end the ongoing conflict of interest and the controversy that comes with it, and to start to receive the independent and unconflicted advice of a new attorney.

Move: ViciLee Jacobs Second: Tom Steele Status: Failed

Yes: ViciLee Jacobs, Tom Steele

No: Darlene Packard, Jeff Wasowicz, Matt Zurcher

9. ADJOURNMENT

Motion to adjourn at 7:32 p.m.

Move: Matt Zurcher Second: Jeff Wasowicz Status: Passed

Yes: ViciLee Jacobs, Darlene Packard, Tom Steele, Jeff Wasowicz, Matt Zurcher

Clerk / Date

DRAFT

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

CYFD General Fund

CYFD Bond Debt Service

Fire Board Chairperson	Date
------------------------	------

Fire Board Clerk	Date
------------------	------

CENTRAL YAVAPAI FIRE DISTRICT
CHECK RECONCILIATION MARCH, 2018

Reconciliation:

Beginning Balance:	\$	380,770.06
Deposits:	\$	644,720.60
Transfer Out - Fire Authority:	\$	(362,744.71)
Transfer In - CAFMA:	\$	-
Disbursements:	\$	(4,382.87)
Fiscal Year Adjustments:	\$	-
Error made by County Treasurer	\$	-
Ending Balance:	\$	658,363.08

Difference Between Balances: \$ -

Bank Statement Balance:

Balance Per Bank:	\$	662,044.95
Outstanding Checks:	\$	(3,681.87)
Outstanding Deposits:	\$	-
Adjustments: Treasurer's Error 8/31		
Voided Checks:	\$	-

Ending Balance: \$ **658,363.08**

G/L Ending Balance: \$ **658,363.08**

\$ 658,363.08

Deposits Per Bank Statement:


Real Estate Taxes:	\$	614,054.72
Personal Property Taxes:	\$	15,073.13
Fire District Assistance Tax:	\$	12,174.49
Transfer Out-Fire Authority:	\$	362,744.71
Transfer In CAFMA:	\$	-
NSF Check Returned:	\$	-
Adjustments (Warrants Issued):	\$	-
Interest Income:	\$	529.20
Error made by County Treasurer	\$	-
Ending Balance:	\$	1,004,576.25

Bank Reconciliation Register:

Checks From Accounts Payable:	\$	4,382.87
Checks From Payroll:	\$	-
Total Checks:	\$	4,382.87

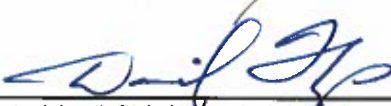
Deposits From Accounts Receivable:	\$	2,889.06
Journal Entries From General Ledger:	\$	1,004,576.25
NSF Checks Returned:		
Outstanding Deposit:		
Ending Balance:	\$	1,004,576.25

Reconciliation Approved By:


Scott Freitag, Fire Chief

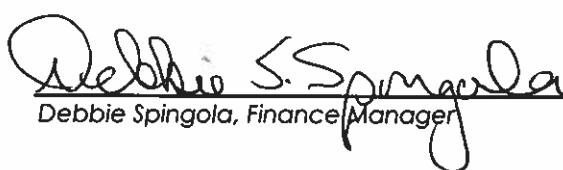
4/16/18

Reconciliation Reviewed By:


David Tharp, Assistant Chief of Administration

4/11/18

Reconciliation Prepared By:


Debbie Spingola, Finance Manager

4/11/18

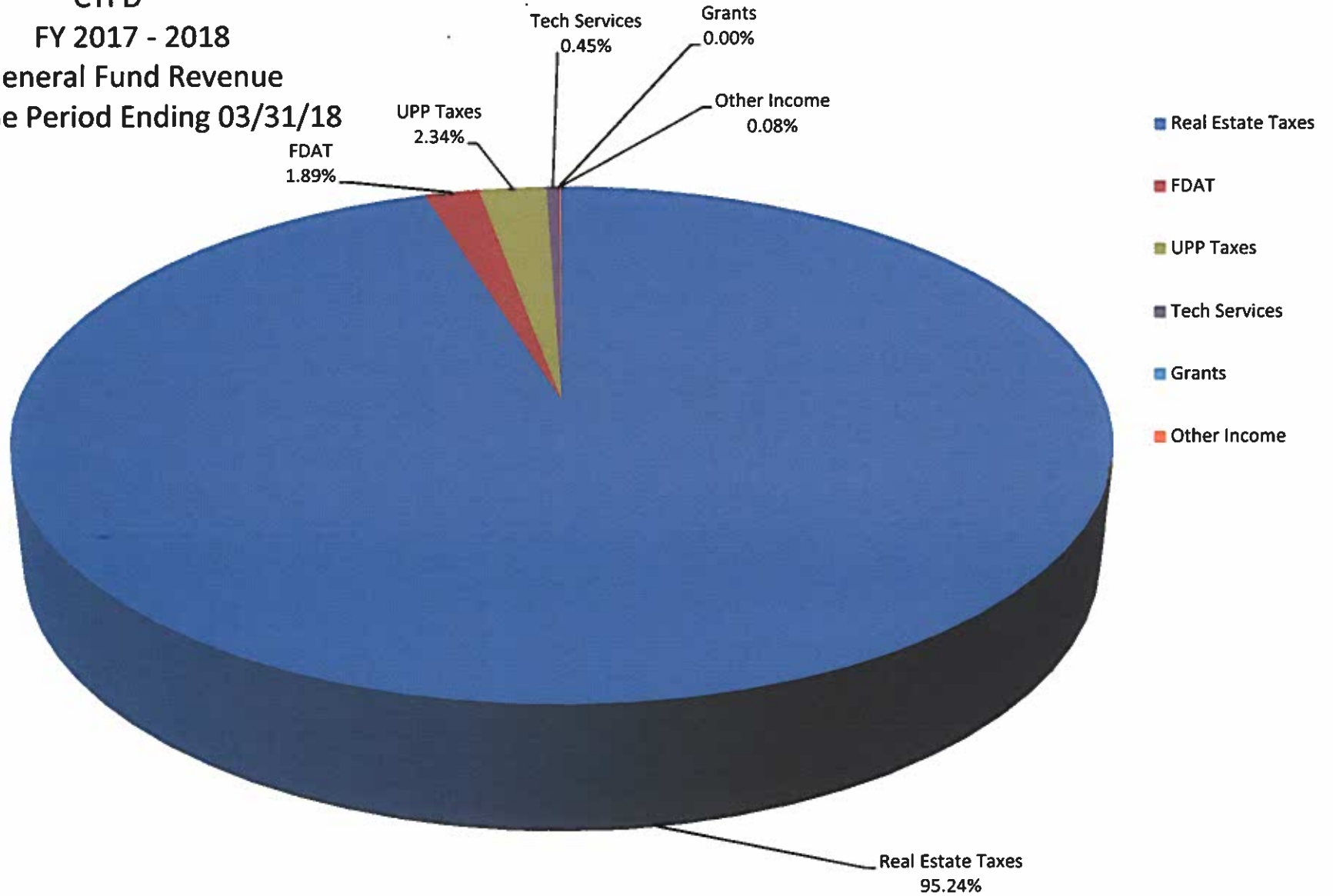
Central Yavapai Fire District
General Fund Tax Collection Information

Total Levy Month	FY 06-07 \$9,436,030 Collected	FY 07-08 \$11,846,174 Collected	FY 08-09 \$13,463,373 Collected	FY 09-10 \$13,408,327 Collected	FY 10-11 \$13,409,077 Collected	FY 11-12 \$12,030,906 Collected	FY 12-13 \$11,565,704 Collected	FY 13-14 \$11,463,180 Collected	FY 14-15 \$12,355,859 Collected	FY 15-16 \$13,284,318 Collected	FY 16-17 \$14,116,233 Collected	FY 17-18 \$16,282,904 Collected
July	\$83,783	\$87,156	\$110,039	\$132,171	\$160,816	\$97,118	\$98,218	\$49,130	\$52,496	\$78,757	\$50,468	\$47,993
%	1.8561%	1.9390%	0.8173%	0.986%	1.199%	0.807%	0.849%	0.429%	0.425%	0.593%	0.358%	0.295%
% To Date	1.8561%	1.9390%	0.8173%	0.9857%	1.1993%	0.8072%	0.8492%	0.4286%	0.4249%	0.5929%	0.3575%	0.2947%
August	\$29,902	\$29,493	\$43,363	\$54,230	\$67,211	\$67,725	\$53,505	\$31,390	\$16,334	\$33,291	\$26,519	\$25,442
%	0.8204%	0.4024%	0.3221%	0.404%	0.501%	0.563%	0.463%	0.274%	0.132%	0.251%	0.188%	0.156%
% To Date	2.6765%	2.3414%	1.1394%	1.3902%	1.7005%	1.3702%	1.3118%	0.7024%	0.5571%	0.8435%	0.5454%	0.4510%
September	\$177,924	\$43,626	\$107,451	\$54,153	\$117,450	\$77,250	\$838,823	\$648,107	\$1,095,501	\$1,245,953	\$789,429	\$768,730
%	0.6101%	1.9306%	0.7981%	0.404%	0.876%	0.642%	7.253%	5.654%	8.866%	9.379%	5.592%	4.721%
% To Date	3.2866%	4.2720%	1.9375%	1.7941%	2.5764%	2.0123%	8.5645%	6.3562%	9.4233%	10.2226%	6.1377%	5.1721%
October	\$3,215,840	\$4,532,443	\$5,218,751	\$4,889,830	\$4,830,888	\$3,857,770	\$4,051,242	\$3,652,128	\$4,537,288	\$4,753,774	\$3,589,494	\$6,179,209
%	29.4660%	34.7343%	38.763%	36.469%	36.027%	32.065%	35.028%	31.860%	36.722%	35.785%	25.428%	37.949%
% To Date	32.7526%	39.0064%	40.7001%	38.2627%	38.6034%	34.0777%	43.5926%	38.2159%	46.1451%	46.0074%	31.5659%	43.1211%
November	\$1,569,999	\$1,445,614	\$1,464,437	\$1,810,813	\$1,771,286	\$2,173,940	\$1,136,001	\$1,662,046	\$776,001	\$1,053,509	\$3,154,358	\$1,286,322
%	23.1259%	17.1466%	10.877%	13.505%	13.210%	18.070%	9.822%	14.499%	6.280%	7.930%	22.346%	7.900%
% To Date	55.8785%	56.1530%	51.5773%	51.7678%	51.8130%	52.1474%	53.4147%	52.7149%	52.4255%	53.9379%	53.9115%	51.0210%
December	\$487,646	\$518,402	\$653,937	\$804,068	\$703,572	\$598,094	\$657,523	\$682,390	\$822,849	\$847,617	\$896,697	\$987,194
%	2.8328%	2.8396%	4.8572%	5.9968%	5.2470%	4.9713%	5.6851%	5.9529%	6.6596%	6.3806%	6.3522%	6.0628%
% To Date	58.7113%	58.9926%	56.4344%	57.7646%	57.0600%	57.1187%	59.0998%	58.6678%	59.0851%	60.3185%	60.2637%	57.0837%
January	\$233,164	\$418,982	\$429,557	\$418,693	\$440,523	\$471,527	\$316,971	\$345,369	\$323,603	\$302,609	\$368,574	\$609,745
%	2.5007%	2.0818%	3.1906%	3.1226%	3.2853%	3.9193%	2.7406%	3.0129%	2.6190%	2.2779%	2.6110%	3.7447%
% To Date	61.2120%	61.0744%	59.6250%	60.8872%	60.3453%	61.0380%	61.8405%	61.6806%	61.7041%	62.5964%	62.8747%	60.8284%
February	\$278,975	\$364,994	\$418,260	\$491,337	\$579,652	\$452,569	\$404,624	\$354,364	\$337,873	\$351,342	\$394,891	\$350,747
%	2.5771%	1.7459%	3.1067%	3.6644%	4.3228%	3.7617%	3.4985%	3.0913%	2.7345%	2.6448%	2.7974%	2.1541%
% To Date	63.7891%	62.8203%	62.7317%	64.5516%	64.6681%	64.7997%	65.3389%	64.7719%	64.4386%	65.2412%	65.6721%	62.9825%
March	\$361,669	\$535,404	\$589,848	\$622,420	\$585,713	\$469,035	\$388,803	\$444,942	\$486,368	\$526,700	\$606,436	\$629,128
%	2.2141%	2.0772%	4.3811%	4.6420%	4.3680%	3.8986%	3.3617%	3.8815%	3.9363%	3.9648%	4.2960%	3.8637%
% To Date	66.0032%	64.8975%	67.1128%	69.1937%	69.0361%	68.6983%	68.7006%	68.6534%	68.3749%	69.2061%	69.9681%	66.8462%
April	\$2,150,211	\$2,612,277	\$3,055,585	\$3,015,293	\$3,016,004	\$2,866,023	\$2,744,532	\$2,658,334	\$3,204,400	\$3,444,316	\$3,343,070	\$0
%	21.1757%	18.1462%	22.6955%	22.4882%	22.4923%	23.8222%	23.7299%	23.1902%	25.9343%	25.9277%	23.6824%	0.0000%
% To Date	87.1789%	83.0437%	89.8083%	91.6819%	91.5284%	92.5205%	92.4305%	91.8436%	94.3092%	95.1337%	93.6506%	66.8462%
May	\$577,825	\$793,414	\$879,374	\$916,959	\$947,777	\$798,148	\$740,157	\$716,914	\$380,081	\$416,552	\$678,353	\$0
%	11.3797%	14.9929%	6.5316%	6.8387%	7.0682%	6.6341%	6.3996%	6.2541%	3.0761%	3.1357%	4.8055%	0.0000%
% To Date	98.5586%	98.0365%	96.3399%	98.5206%	98.5966%	99.1546%	98.8301%	98.0977%	97.3853%	98.2694%	98.4561%	66.8462%
June	\$159,436	\$136,155	\$145,703	\$170,884	\$174,933	\$177,193	\$161,596	\$161,606	\$181,986	\$200,523	\$183,806	\$0
%	0.9877%	1.7911%	1.0822%	1.2745%	1.3046%	1.4728%	1.3972%	1.4098%	1.4729%	1.5095%	1.3021%	0.0000%
% To Date	99.5463%	99.8277%	97.4221%	99.7951%	99.9012%	100.6274%	100.2273%	99.5075%	98.8582%	99.7789%	99.7582%	66.8462%
TOTALS	\$8,083,928	\$9,766,550	\$13,116,306	\$13,380,852	\$13,395,823	\$12,106,390	\$11,591,996	\$11,406,720	\$12,214,780	\$13,254,943	\$14,082,095	\$10,884,509
Delinquency	0.4537%	0.1723%	2.5779%	0.2049%	0.0988%	-0.6274%	-0.2273%	0.4925%	1.1418%	0.2211%	0.2418%	33.1538%

**Central Yavapai Fire District
FDAT Collection Information**

Total Levy Month	FY 06-07 \$300,000 Collected	FY 07-08 \$300,000 Collected	FY 08-09 \$300,000 Collected	FY 09-10 \$300,000 Collected	FY 10-11 \$300,000 Collected	FY 11-12 \$300,000 Collected	FY 12-13 \$338,000 Collected	FY 13-14 \$309,352 Collected	FY 14-15 \$313,900 Collected	FY 15-16 \$313,900 Collected	FY 16-17 \$313,900 Collected	FY 17-18 \$333,290 Collected
July	\$2,975	\$2,464	\$1,301	\$3,143	\$3,697	\$2,595	\$3,064	\$1,979	\$1,836	\$2,501	\$1,423	\$1,630
%	2.1203%	-0.8239%	0.4338%	1.048%	1.232%	0.865%	0.907%	0.640%	0.585%	0.797%	0.453%	0.489%
% To Date	2.1203%	-0.8239%	0.4338%	1.0476%	1.2324%	0.8651%	0.9066%	0.6398%	0.5848%	0.7966%	0.4533%	0.4890%
August	\$1,333	\$1,258	\$1,226	\$1,248	\$1,915	\$1,736	\$1,536	\$902	\$823	\$1,456	\$661	\$534
%	1.0461%	0.6483%	0.4085%	0.416%	0.638%	0.579%	0.455%	0.291%	0.262%	0.464%	0.211%	0.160%
% To Date	3.1664%	-0.1756%	0.8423%	1.4636%	1.8709%	1.4439%	1.3611%	0.9312%	0.8471%	1.2606%	0.6638%	0.6491%
September	\$2,051	\$868	\$1,745	\$1,257	\$2,388	\$1,448	\$19,621	\$15,016	\$25,478	\$26,332	\$8,777	\$12,654
%	0.5869%	0.9866%	0.582%	0.419%	0.796%	0.483%	5.805%	4.854%	8.117%	8.389%	2.796%	3.797%
% To Date	3.7533%	0.8109%	1.4240%	1.8825%	2.6670%	1.9266%	7.1662%	5.7853%	8.9637%	9.6492%	3.4600%	4.4456%
October	\$102,106	\$97,685	\$101,806	\$99,555	\$96,016	\$93,006	\$101,218	\$95,055	\$78,715	\$97,909	\$86,411	\$93,081
%	28.7499%	29.9224%	33.9354%	33.185%	32.005%	31.002%	29.946%	30.727%	25.076%	31.191%	27.528%	27.928%
% To Date	32.5032%	30.7333%	35.3594%	35.0674%	34.6725%	32.9286%	37.1125%	36.5125%	34.0402%	40.8405%	30.9882%	32.3735%
November	\$55,973	\$56,540	\$50,916	\$52,928	\$50,646	\$59,997	\$53,327	\$50,582	\$58,108	\$43,410	\$75,219	\$74,651
%	26.5042%	22.8299%	16.9722%	17.6426%	16.8819%	19.9989%	15.7772%	16.3508%	18.5116%	13.8292%	23.9628%	22.3983%
% To Date	59.0074%	53.5633%	52.3315%	52.7100%	51.5544%	52.9274%	52.8897%	52.8633%	52.5518%	54.6697%	54.9510%	54.7717%
December	\$14,523	\$14,149	\$14,552	\$17,550	\$19,555	\$15,865	\$18,751	\$17,866	\$19,303	\$20,201	\$24,923	\$21,663
%	2.6880%	3.1634%	4.8505%	5.8501%	6.5184%	5.2883%	5.5476%	5.7753%	6.1494%	6.4354%	7.9398%	6.4997%
% To Date	61.6954%	56.7267%	57.1821%	58.5602%	58.0728%	58.2157%	58.4373%	58.6386%	58.7012%	61.1051%	62.8908%	61.2715%
January	\$9,359	\$12,416	\$11,850	\$12,187	\$11,920	\$12,904	\$12,073	\$20,052	\$11,243	\$10,565	\$11,762	\$11,312
%	3.2227%	2.4080%	3.9501%	4.0624%	3.9733%	4.3013%	3.5719%	6.4819%	3.5817%	3.3658%	3.7471%	3.3939%
% To Date	64.9180%	59.1347%	61.1321%	62.6225%	62.0461%	62.5170%	62.0092%	65.1205%	62.2829%	64.4709%	66.6378%	64.6654%
February	\$9,793	\$10,562	\$9,794	\$11,387	\$10,332	\$10,894	\$11,450	\$8,863	\$7,979	\$7,946	\$8,291	\$8,056
%	2.8210%	1.9308%	3.265%	3.796%	3.444%	3.631%	3.388%	2.865%	2.542%	2.531%	2.641%	2.417%
% To Date	67.7390%	61.0655%	64.3968%	66.4183%	65.4902%	66.1482%	65.3968%	67.9857%	64.8248%	67.0023%	69.2790%	67.0825%
March	\$12,337	\$12,305	\$12,699	\$13,595	\$14,808	\$12,280	\$11,003	\$10,149	\$12,656	\$12,018	\$12,638	\$12,174
%	2.2914%	1.4983%	4.2329%	4.5315%	4.9361%	4.0932%	3.2554%	3.2808%	4.0319%	3.8284%	4.0261%	3.6528%
% To Date	70.0304%	62.5638%	68.6297%	70.9498%	70.4262%	70.2414%	68.6522%	71.2665%	68.8567%	70.8307%	73.3051%	70.7354%
April	\$45,679	\$33,339	\$39,613	\$55,561	\$57,997	\$43,738	\$56,579	\$58,042	\$65,056	\$35,416	\$62,586	\$0
%	17.9575%	14.3693%	13.2045%	18.5203%	19.3324%	14.5794%	16.7394%	18.7624%	20.7249%	11.2825%	19.9382%	0.0000%
% To Date	87.9878%	76.9331%	81.8342%	89.4701%	89.7587%	84.8208%	85.3916%	90.0289%	89.5816%	82.1132%	93.2433%	70.7354%
May	\$37,793	\$50,251	\$44,834	\$31,295	\$25,244	\$44,155	\$43,984	\$31,386	\$22,095	\$51,376	\$23,662	\$0
%	13.5009%	18.7327%	14.9446%	10.4317%	8.4146%	14.7184%	13.0130%	10.1458%	7.0389%	16.3671%	7.5381%	0.0000%
% To Date	101.4887%	95.6658%	96.7788%	99.9019%	98.1733%	99.5391%	98.4046%	100.1747%	96.6206%	98.4803%	100.7814%	70.7354%
June	\$4,194	\$3,396	\$3,537	\$3,134	\$4,100	\$4,540	\$5,694	\$4,028	\$4,150	\$6,266	\$4,682	\$0
%	0.9351%	1.7492%	1.1790%	1.0447%	1.3665%	1.5132%	1.6847%	1.3019%	1.3221%	1.9962%	1.4916%	0.0000%
% To Date	102.4238%	97.4149%	97.9578%	100.9465%	99.5398%	101.0524%	100.0894%	101.4767%	97.9427%	100.4765%	102.2729%	70.7354%
TOTALS	\$307,271	\$292,245	\$293,873	\$302,840	\$298,619	\$303,157	\$338,302	\$313,920	\$307,442	\$315,396	\$321,035	\$235,754
Delinquency	-2.4238%	2.5851%	2.0422%	-0.9465%	0.4602%	-1.0524%	-0.0894%	-1.4767%	2.0573%	-0.4765%	-2.2729%	29.2646%

**CYFD
FY 2017 - 2018
General Fund Revenue
For the Period Ending 03/31/18**

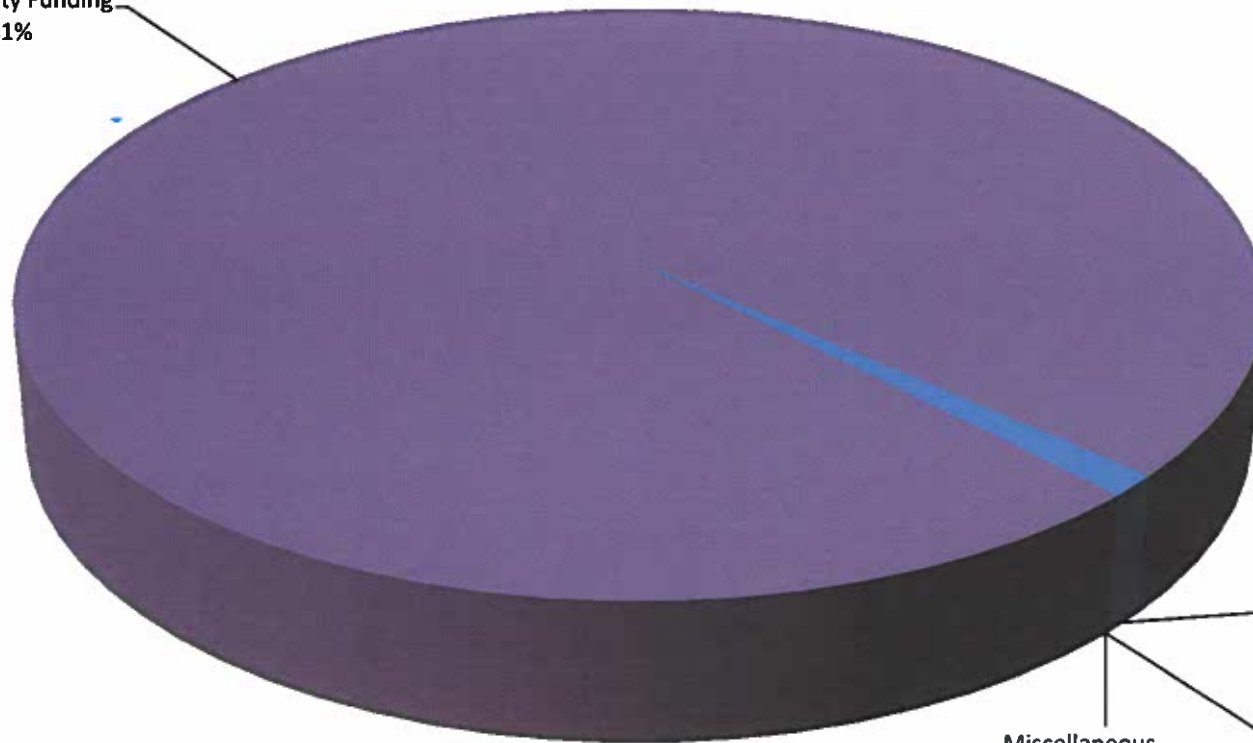


CENTRAL YAVAPAI FIRE DISTRICT**REVENUE**

	Current Month Revenue	YTD Budget	
Real Estate Taxes	\$ 614,055	\$ 16,282,904	95.24
FDAT	\$ 12,174	\$ 333,290	1.89
UPP Taxes	\$ 15,073	\$ -	2.34
Tech Services	\$ 2,889	\$ 38,000	0.45
Grants	\$ -	\$ -	0.00
Other Income	\$ 529	\$ -	0.08
	\$ 644,721	\$ 16,654,194	100.00

CYFD
FY 2017 - 2018
General Fund Expenditures
For the Period Ending 03/31/18

Fire Authority Funding
98.81%



Audit/Accounting,
Election, Legal, Fire
Board Expenses

Contingency

Miscellaneous

Fire Authority
Funding

Audit/Accounting, Election, Legal,
Fire Board Expenses
1.19%

Miscellaneous
0.00%

Contingency
0.00%

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Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF Date Range: 3/01/2018 to 3/31/2018 Page: 6

Transaction Summary By Source
Source Description

	Monthly	Yearly
91702 Transfer out	362,744.71	10,650,783.05
Ending Balances:	662,044.95	662,044.95

Real Estate Taxes	\$ 614,054.72
YPP Taxes	\$ 15,073.13
FDAT	\$ 12,174.49
Interest	\$ 529.20
Fire Dist Deposit	\$ 2,889.06
Total	<u>\$ 644,720.60</u>
Transfer to CAFMA	\$ 362,744.71

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Yavapai County Treasurer
Monthly Statement

TR046DSR
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* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF Date Range: 3/01/2018 to 3/31/2018 Page: 5

	(---Period---)	(-----Y-T-D-----)				
Begin Balance:	402,326.11	248,738.06				
Income . . . :	644,720.60	11,181,678.73				
LOC Advance . :	.00	.00				
Expense . . . :	385,001.76-	10,768,371.84-	LOC :	.00	Levy:	15,288,932.71
LOC Payments :	.00	.00	Out :	.00	Coll:	10,641,154.76
Cash Balance :	662,044.95	662,044.95	End :	662,044.95	Adj :	23,090.77-
					Out :	4,624,687.18

Transaction Summary By Source
Source Description

	Beginning Balance:	402,326.11 Monthly	248,738.06 Yearly
19931 1993 UPP Taxes		.00	2.58
19971 1997 UPP Taxes		.00	2.12
19981 1998 UPP Taxes		.00	2.58
19991 1999 UPP Taxes		.00	2.50
20001 2000 UPP Taxes		.00	2.73
20011 2001 UPP Taxes		.00	3.07
20021 2002 UPP Taxes		.00	3.48
20031 2003 UPP Taxes		.00	3.96
20041 2004 UPP Taxes		.00	4.32
20051 2005 UPP Taxes		.00	4.69
20061 2006 UPP Taxes		.00	22.31
20062 2006 RE Taxes		.00	15.86
20071 2007 UPP Taxes		.00	31.77
20072 2007 RE Taxes		.00	15.34
20081 2008 UPP Taxes		.00	29.12
20082 2008 RE Taxes		67.52	96.52
20091 2009 UPP Taxes		.00	145.03
20092 2009 RE Taxes		67.55	96.57
20101 2010 UPP Taxes		3.36	65.47
20102 2010 RE Taxes		15.64	488.78
20111 2011 UPP Taxes		.00	63.17
20112 2011 RE Taxes		.93	316.53
20121 2012 UPP Taxes		.00	108.79
20122 2012 RE Taxes		7.66	12,087.93
20131 2013 UPP Taxes		12.76	219.73
20132 2013 RE Taxes		8.20	21,964.37
20141 2014 UPP Taxes		.00	8,461.98-
20142 2014 RE Taxes		8.29	20,858.01
20151 2015 UPP Taxes		.00	9,109.92-
20152 2015 RE Taxes		10,145.66-	11,918.48
20161 2016 UPP Taxes		6.72	17,716.02-
20162 2016 RE Taxes		7,856.52-	221,377.36
20171 2017 UPP Taxes		15,050.29	202,003.16
20172 2017 RE Taxes		631,881.11	10,439,151.60
37122 Fire District Deposit		2,889.06	33,937.50
37150 FDAP Distributions		12,174.49	240,579.29
38108 Interest on Investments ICM		.00	2,935.68
38109 Interest on Investments St Treas		529.20	8,406.25
91032 Warrants Redeemed		22,257.05-	117,588.79-
		622,463.55	11,064,089.94

Page End Totals:

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Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

Date Range: 3/01/2018 to 3/31/2018 Page: 1

* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF

T R A N S A C T I O N S			Notes	Begin Balance:	402,326.11
Date	Source	Description			Debits/Credits
3/01	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004735	1,729.65
3/01	20172	2017 RE Taxes	TAX DISTRIBUTION	0004735	25,646.97
3/01	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015082	676.91
3/01	91032	Warrants Redeemed	PAID WARRANTS	1000015084	11,964.30-
3/02	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004736	318.44
3/02	20172	2017 RE Taxes	TAX DISTRIBUTION	0004736	42,275.11
3/02	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015085	629.97
3/05	20131	2013 UPP Taxes	TAX DISTRIBUTION	0004737	12.76
3/05	20162	2016 RE Taxes	TAX DISTRIBUTION	0004737	373.52
3/05	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004737	162.47
3/05	20172	2017 RE Taxes	TAX DISTRIBUTION	0004737	31,252.52
3/05	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015088	712.34
3/06	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004738	4,272.99
3/06	20172	2017 RE Taxes	TAX DISTRIBUTION	0004737	276.03
3/06	20172	2017 RE Taxes	TAX DISTRIBUTION	0004738	33,872.20
3/06	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015091	662.21
3/07	20082	2008 RE Taxes	TAX DISTRIBUTION	0004739	67.52
3/07	20092	2009 RE Taxes	TAX DISTRIBUTION	0004739	67.55
3/07	20101	2010 UPP Taxes	TAX DISTRIBUTION	0004739	3.36
3/07	20102	2010 RE Taxes	TAX DISTRIBUTION	0004739	15.64
3/07	20112	2011 RE Taxes	TAX DISTRIBUTION	0004739	.93
3/07	20122	2012 RE Taxes	TAX DISTRIBUTION	0004739	7.66
3/07	20132	2013 RE Taxes	TAX DISTRIBUTION	0004739	8.20
3/07	20142	2014 RE Taxes	TAX DISTRIBUTION	0004739	8.29
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004739	5.83
3/07	20162	2016 RE Taxes	TAX DISTRIBUTION	0004739	6.20
3/07	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004739	458.21
3/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004739	38,544.06
3/07	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015094	1,028.31
3/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004740	162.44
3/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004740	20,915.34
3/08	37122	Fire District Deposit		0045520	2,889.06
3/08	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015097	762.38
3/09	20152	2015 RE Taxes	TAX DISTRIBUTION	0004741	9,861.93-
3/09	20162	2016 RE Taxes	TAX DISTRIBUTION	0004741	8,394.85-
3/09	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004741	190.92
3/09	20172	2017 RE Taxes	TAX DISTRIBUTION	0004741	10,813.80
3/09	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015100	451.58
3/12	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004742	4,392.66
3/12	20172	2017 RE Taxes	TAX DISTRIBUTION	0004742	39,662.60

Debit Page Totals: 11,964.30- Credit Page Totals: 245,079.85 Page End Totals: 635,441.66

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Yavapai County Treasurer
Monthly Statement

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* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF Date Range: 3/01/2018 to 3/31/2018 Page: 2

T R A N S A C T I O N S			Notes	Debits/Credits
Date	Source	Description		
3/12	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015103	241.42
3/12	91032	Warrants Redeemed	PAID WARRANTS 1000015105	9,591.75-
3/13	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004743	119.55
3/13	20172	2017 RE Taxes	TAX DISTRIBUTION 0004742	592.15
3/13	20172	2017 RE Taxes	TAX DISTRIBUTION 0004743	13,709.30
3/13	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015106	636.34
3/14	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004744	329.36
3/14	20172	2017 RE Taxes	TAX DISTRIBUTION 0004744	21,029.76
3/14	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015109	316.10
3/15	20162	2016 RE Taxes	TAX DISTRIBUTION 0004745	3.76
3/15	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004745	259.95
3/15	20172	2017 RE Taxes	TAX DISTRIBUTION 0004745	12,924.09
3/15	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015112	459.11
3/16	20152	2015 RE Taxes	TAX DISTRIBUTION 0004746	289.56-
3/16	20162	2016 RE Taxes	TAX DISTRIBUTION 0004746	465.61-
3/16	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004746	259.57
3/16	20172	2017 RE Taxes	TAX DISTRIBUTION 0004745	538.38
3/16	20172	2017 RE Taxes	TAX DISTRIBUTION 0004746	63,677.08
3/16	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015115	326.37
3/16	91032	Warrants Redeemed	PAID WARRANTS 1000015117	165.00-
3/19	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004747	159.46
3/19	20172	2017 RE Taxes	TAX DISTRIBUTION 0004747	40,083.88
3/19	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015118	694.84
3/20	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004748	44.37-
3/20	20172	2017 RE Taxes	TAX DISTRIBUTION 0004748	17,737.60
3/20	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015121	1,168.73
3/21	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004749	19.51
3/21	20172	2017 RE Taxes	TAX DISTRIBUTION 0004749	16,017.30
3/21	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015124	404.13
3/21	91032	Warrants Redeemed	PAID WARRANTS 1000015126	536.00-
3/22	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004750	175.32
3/22	20172	2017 RE Taxes	TAX DISTRIBUTION 0004750	13,682.58
3/22	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015127	350.63
3/23	20162	2016 RE Taxes	TAX DISTRIBUTION 0004751	37.59
3/23	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004751	137.55
3/23	20172	2017 RE Taxes	TAX DISTRIBUTION 0004750	438.55
3/23	20172	2017 RE Taxes	TAX DISTRIBUTION 0004751	10,061.46
3/23	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI 1000015130	289.68
3/26	20161	2016 UPP Taxes	TAX DISTRIBUTION 0004752	6.72
3/26	20171	2017 UPP Taxes	TAX DISTRIBUTION 0004752	1,088.99

Debit Page Totals: 22,257.05- Credit Page Totals: 462,257.12 Page End Totals: 842,326.18

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Yavapai County Treasurer
Monthly Statement

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* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF Date Range: 3/01/2018 to 3/31/2018 Page: 3

T R A N S A C T I O N S			Notes	Debits/Credits
Date	Source	Description		
3/26	20172	2017 RE Taxes	TAX DISTRIBUTION	0004752 82,010.38
3/26	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015133 235.98
3/27	20162	2016 RE Taxes	TAX DISTRIBUTION	0004753 682.86
3/27	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004753 69.88
3/27	20172	2017 RE Taxes	TAX DISTRIBUTION	0004752 339.71
3/27	20172	2017 RE Taxes	TAX DISTRIBUTION	0004753 14,040.81
3/27	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015136 927.56
3/28	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004754 273.69
3/28	20172	2017 RE Taxes	TAX DISTRIBUTION	0004753 190.65
3/28	20172	2017 RE Taxes	TAX DISTRIBUTION	0004754 19,885.22
3/28	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015139 234.33
3/28	91702	Transfer out	CENTRAL AZ FIRE & MED AUTH EM	1007770 362,744.71-
3/29	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004755 386.32
3/29	20172	2017 RE Taxes	TAX DISTRIBUTION	0004755 33,397.12
3/29	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015142 429.05
3/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015144 .76
3/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015145 528.44
3/30	20162	2016 RE Taxes	TAX DISTRIBUTION	0004756 99.99-
3/30	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004756 127.73
3/30	20172	2017 RE Taxes	TAX DISTRIBUTION	0004756 28,266.46
3/30	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015147 536.52
Ending Debit Totals:			385,001.76-	Ending Credit Totals: 644,720.60 Ending Balance: 662,044.95

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Yavapai County Treasurer
Monthly Statement

TR046DSR
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* Account Number: 6-60040-0000 Central Yavapai Fire Dist GF Date Range: 3/01/2018 to 3/31/2018 Page: 4

Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-60040-0000	600	PAID	/	00060139	11,464.30	2/26/2018	3/01/2018	
6-60040-0000	600	PAID	/	00060140	500.00	2/26/2018	3/01/2018	
6-60040-0000	600	PAID	/	00060141	9,591.75	2/26/2018	3/12/2018	
6-60040-0000	600	PAID	/	00060142	536.00	3/12/2018	3/21/2018	
6-60040-0000	600	PAID	/	00060143	165.00	3/12/2018	3/16/2018	
Status Subtotal	:			5	22,257.05			
Fund Subtotal	:			5	22,257.05			
Total Paid Warrants:				5	22,257.05			
Total Outstanding. :					.00			
Total Void Warrants:					.00			
Total Registered . :					.00			

CENTRAL YAVAPAI FIRE DISTRICT**EXPENSES**

	Current Month Actual	YTD Budget	
Audit/Accounting, Election, Legal, Fire Board Expenses	\$ 4,383	\$ 8,000	1.19
Contingency	\$ -	\$ 20,000	0.00
Miscellaneous Fire Authority Funding	\$ 362,745	\$ 15,626,194	98.81
	\$ 367,128	\$ 15,654,194	100.00

CENTRAL YAVAPAI FIRE DISTRICT
Bank Reconciliation Summary
For the Bank Statement ending: 3/31/2018

BANK CONTROL ID: CYFD - GENERAL FUND		DESC: GENERAL FUND	ACCOUNT NO: 1100
Beginning Balance:	03/01/18		\$402,326.11
Deposits and Credits:			\$644,720.60
Checks and Charges:			(\$385,001.76)
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			<u>\$662,044.95</u>
Ending Balance Per Bank Statement:	03/31/18		\$662,044.95
* Outstanding Deposits and Credits:	03/31/18		\$0.00
* Outstanding Checks and Charges:	03/31/18		<u>(\$3,681.87)</u>
Ending Book Balance:	03/31/18		<u>\$658,363.08</u>

CENTRAL YAVAPAI FIRE DISTRICT
BR Checks and Charges Cleared
For the Bank Statement ending: 3/31/18

CYFD		General Fund	General Fund			1100
Date	Document	Description	Module	Company	Amount	
02/26/18	70060139	Burch & Cracchiolo, P.A.	AP	CYFD	\$11,464.30	
02/26/18	70060140	Hinton Burdick CPA	AP	CYFD	\$500.00	
02/26/18	70060141	Kendhammer & Partners, L.L.P.	AP	CYFD	\$9,591.75	
03/12/18	70060142	Erie & Associates, Inc	AP	CYFD	\$536.00	
03/12/18	70060143	SC Audit & Accounting Solution	AP	CYFD	\$165.00	
03/31/18	Cash w/County	Transfer to CAFMA	GL	CYFD	\$362,744.71	
TOTAL CHECKS AND CHARGES CLEARED:					\$385,001.76	

CENTRAL YAVAPAI FIRE DISTRICT
BR Checks and Charges Outstanding
For the Bank Statement ending: 3/31/18

CYFD	General Fund	General Fund	1100
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<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
03/26/18	70060144	Burch & Cracchiolo, P.A.	AP	CYFD	\$3,681.87
TOTAL CHECKS AND CHARGES OUTSTANDING:					<u><u>\$3,681.87</u></u>

CENTRAL YAVAPAI FIRE DISTRICT
BR Deposits and Credits Cleared
For the Bank Statement ending: 3/31/18

CYFD		General Fund			1100
Date	Document	Description	Module	Company	Amount
03/08/18	5074	Deposit	AR	CYFD	\$2,889.06
03/31/18	Cash w/County	Tax & Interesst Revenue	GL	CYFD	\$641,831.54
TOTAL DEPOSITS AND CREDITS CLEARED:					<u>\$644,720.60</u>

CENTRAL YAVAPAI FIRE DISTRICT
BR Deposits and Credits Outstanding
For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount
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TOTAL DEPOSITS AND CREDITS OUTSTANDING:

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: CHECKS FROM ACCOUNTS PAYABLE						
BANK CONTROL ID: CYFD - GENERAL FUND						
70060142	03/12/18	Marked	No	Erie & Associates, Inc	04/11/18	\$536.00
70060143	03/12/18	Marked	No	SC Audit & Accounting Solution	04/11/18	\$165.00
70060144	03/26/18	Retrieved	No	Burch & Cracchiolo, P.A.		\$3,681.87
SUB TOTAL FOR BANK:						\$4,382.87
TOTAL FOR MODULE:						\$4,382.87
MODULE: DEPOSITS FROM ACCOUNTS RECEIVABLE						
BANK CONTROL ID: CYFD - GENERAL FUND						
5074	03/08/18	Marked	No	Deposit	04/11/18	\$2,889.06
SUB TOTAL FOR BANK:						\$2,889.06
TOTAL FOR MODULE:						\$2,889.06
MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER						
BANK CONTROL ID: CYFD - GENERAL FUND						
Cash w/County	03/31/18	Marked	No	Transfer to CAFMA	04/11/18	\$362,744.71
Cash w/County	03/31/18	Marked	No	Tax & Interesst Revenue	04/11/18	\$641,831.54
SUB TOTAL FOR BANK:						\$1,004,576.25
TOTAL FOR MODULE:						\$1,004,576.25

CENTRAL YAVAPAI FIRE DISTRICT
BR Adjustments Report
For the Bank Statement ending:

Date	Document	Description	GL Account	Offset Amt	Adj. Amt
------	----------	-------------	------------	------------	----------

DOCUMENT:

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:

CENTRAL YAVAPAI FIRE DISTRICT
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2018 Through 3/31/2018

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>Revenues</u>									
Real Estate Tax	400000000	\$614,054.72	\$0.00	\$614,054.72	0.0 %	\$10,728,387.35	\$15,321,684.00	\$(4,593,296.65)	(30.0)%
Personal Property Tax	410000000	15,073.13	0.00	15,073.13	0.0	167,432.66	0.00	167,432.66	0.0
Fire District Assistance Tax	420000000	12,174.49	0.00	12,174.49	0.0	240,579.29	313,900.00	(73,320.71)	(23.4)
Cell Tower Lease Revenue	477500000	2,889.06	0.00	2,889.06	0.0	18,575.84	38,000.00	(19,424.16)	(51.1)
Interest Income-General Fund	490000000	529.20	0.00	529.20	0.0	11,341.93	0.00	11,341.93	0.0
Misc. Income	510000000	0.00	0.00	0.00	0.0	126.00	0.00	126.00	0.0
Communications Contracting Revenue	514041000	0.00	0.00	0.00	0.0	11,556.24	0.00	11,556.24	0.0
Net Revenues		\$644,720.60	\$0.00	\$644,720.60	0.0 %	\$11,177,999.31	\$15,673,584.00	\$(4,495,584.69)	(28.7)%
<u>Personnel Expenses</u>									
Fire Authority Funding	670010000	\$362,744.71	\$0.00	\$(362,744.71)	0.0 %	\$10,650,783.05	\$15,645,584.00	\$4,994,800.95	31.9 %
Total Personnel Expenses		\$362,744.71	\$0.00	\$(362,744.71)	0.0 %	\$10,650,783.05	\$15,645,584.00	\$4,994,800.95	31.9 %
<u>Service Expenses</u>									
Audit & Accounting	640010000	\$165.00	\$0.00	\$(165.00)	0.0 %	\$7,325.00	\$2,000.00	\$(5,325.00)	(266.3)%
Legal Services - Routine	641010000	0.00	0.00	0.00	0.0	16,408.78	5,000.00	(11,408.78)	(228.2)
Legal Services - Non-Routine	641010600	4,217.87	0.00	(4,217.87)	0.0	96,795.69	0.00	(96,795.69)	0.0
Fire Board Expenses	644110000	0.00	0.00	0.00	0.0	1,066.51	1,000.00	(66.51)	(6.7)
Misc/Admin	661010000	0.00	0.00	0.00	0.0	(325.32)	0.00	325.32	0.0
Total Service Expenses		\$4,382.87	\$0.00	\$(4,382.87)	0.0 %	\$121,270.66	\$8,000.00	\$(113,270.66)	(1415.9)%
Total Expenses		\$367,127.58		\$(367,127.58)		\$10,772,053.71	\$15,653,584.00	\$4,881,530.29	31.2 %
Income (Loss) from Operations		\$277,593.02	\$0.00	\$277,593.02	0.0 %	\$405,945.60	\$20,000.00	\$385,945.60	1929.7 %
<u>Contingency</u>									
Funded Contingency/Admin	780010000	\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$(20,000.00)	\$20,000.00	100.0 %
Total Contingency		\$0.00	\$0.00	\$0.00	0.0 %	\$0.00	\$(20,000.00)	\$20,000.00	100.0 %
Net Income (Loss)		\$277,593.02	\$0.00	\$277,593.02	0.0 %	\$405,945.60	\$0.00	\$405,945.60	0.0 %

4/11/18
10:54:38 AM

CENTRAL YAVAPAI FIRE DISTRICT

Balance Sheet

As of 3/31/2018

Account: (1100) Not Defined

Assets

Current Assets

Cash with Yavapai County

\$269,723.98

Total Current Assets

\$269,723.98

Total Assets

\$269,723.98

Total Liabilities and Net Assets

\$0.00

CENTRAL YAVAPAI FIRE DISTRICT
GL Account Ledger - Detail By Date Range (Current and History)
03/01/2018 through 03/31/2018

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
1100.0.0.000					CASH WITH YAVAPAI COUNTY				\$380,770.06
4666	CR	1488437	03/08/18		3321615107	AT&T MOBILITY, LLC -	2,889.06	-	383,659.12
4663	CD	1488426	03/12/18		70060142	Erie & Associates, Inc - Cash Disbursement ERIE1	-	536.00	383,123.12
4663	CD	1488428	03/12/18		70060143	SC Audit & Accounting Solution - Cash Disbursement SCAUD1	-	165.00	382,958.12
4667	CD	1488439	03/26/18		70060144	Burch & Cracchiolo, P.A. - Cash Disbursement BURCH1	-	3,681.87	379,276.25
4668	A	1488442	03/31/18		Cash w/County	Transfer to CAFMA	-	362,744.71	16,531.54
4670	A	1488445	03/31/18		Cash w/County	Tax & Interesst Revenue	641,831.54	-	658,363.08
CASH WITH YAVAPAI COUNTY TOTAL:							\$644,720.60	\$367,127.58	\$658,363.08
TOTAL OF LEDGER:							\$644,720.60	\$367,127.58	\$658,363.08

CENTRAL YAVAPAI FIRE DISTRICT
GL Trial Balance Worksheet
For The Period of 3/1/2018 through 3/31/2018

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
1100.0.0.000	Cash with Yavapai County	(\$7,869.04)	\$644,720.60	\$367,127.58	\$269,723.98	
TOTALS:		<u>(\$7,869.04)</u>	<u>\$644,720.60</u>	<u>\$367,127.58</u>	<u>\$269,723.98</u>	

CENTRAL YAVAPAI FIRE DISTRICT
BOND DEBT SERVICE ACCOUNT 6-60240-0000
CHECK RECONCILIATION MARCH, 2018

Reconciliation:

Beginning Balance (CYFD):	\$	1,105,998.86
Deposits:	\$	53,565.97
Bank Administration Fees:	\$	-
Interest Income:	\$	710.32
Bank Principal/Interest Payments	\$	-

Ending Balance: \$ **1,160,275.15**

Difference Between Balances: \$ **0.00**

Bank Statement Balance:

Balance Per Bank: \$ **1,160,275.15**

Ending Balance: \$ **1,160,275.15**

Deposits Per Bank Statement:

Deposits:	\$	-
Real Estate Taxes:	\$	52,277.06
Personal Property Taxes:	\$	1,288.91


Ending Balance: \$ **53,565.97**

Reconciliation Approved By:


Scott Freitag, Fire Chief


4/16/18

Reconciliation Reviewed By:


David Tharp, Assistant Chief of Administration

4/11/18

Reconciliation Prepared By:


Debbie Spingola, Finance Manager

4-11-18

4/02/18
11:08:45

Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

* Account Number: 6-60240-0000 Central Yavapai Fire Dist BDS Date Range: 3/01/2018 to 3/31/2018 Page: 4

	(---Period---)	(---Y-T-D---)			
Begin Balance:	1,105,998.86	385,952.63			
Income . . . :	54,276.29	940,257.52			
LOC Advance . :	.00	.00			
Expense . . . :	.00	165,935.00-	LOC :	.00	Levy: 1,306,779.57
LOC Payments :	.00	.00	Out :	.00	Coll: 909,520.14
Cash Balance :	1,160,275.15	1,160,275.15	End :	1,160,275.15	Adj : 1,973.61-
					Out : 395,285.82

Transaction Summary By Source		Beginning Balance:	1,105,998.86	385,952.63
Source	Description		Monthly	Yearly
20051	2005 UPP Taxes		.00	.53
20061	2006 UPP Taxes		.00	2.38
20062	2006 RE Taxes		.00	1.69
20071	2007 UPP Taxes		.00	2.71
20072	2007 RE Taxes		.00	1.30
20081	2008 UPP Taxes		.00	2.94
20082	2008 RE Taxes		6.82	9.75
20091	2009 UPP Taxes		.00	14.21
20092	2009 RE Taxes		6.62	9.46
20101	2010 UPP Taxes		.37	7.21
20102	2010 RE Taxes		1.73	53.96
20111	2011 UPP Taxes		.00	7.56
20112	2011 RE Taxes		.11	37.83
20121	2012 UPP Taxes		.00	13.11
20122	2012 RE Taxes		.92	1,456.42
20131	2013 UPP Taxes		1.56	26.80
20132	2013 RE Taxes		1.00	2,678.11
20141	2014 UPP Taxes		.00	889.29-
20142	2014 RE Taxes		.87	2,192.05
20151	2015 UPP Taxes		.00	914.94-
20152	2015 RE Taxes		1,018.94-	1,197.06
20161	2016 UPP Taxes		.62	1,646.51-
20162	2016 RE Taxes		730.26-	20,574.71
20171	2017 UPP Taxes		1,286.36	17,265.59
20172	2017 RE Taxes		54,008.19	892,254.55
38108	Interest on Investments ICM		.00	1,766.62
38109	Interest on Investments St Treas		710.32	4,131.71
92185	Paying Agent Fees		.00	300.00-
92190	Bond Interest Payment		.00	165,635.00-
Ending Balances:			1,160,275.15	1,160,275.15

Real Estate Taxes	\$ 52,277.86
UPP Taxes	\$ 1,288.91
Interest	\$ 710.32
Total	<u>\$ 54,276.29</u>

4/02/18
11:08:45

Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

* Account Number: 6-60240-0000 Central Yavapai Fire Dist BDS Date Range: 3/01/2018 to 3/31/2018 Page: 1

T R A N S A C T I O N S					Begin Balance:	1,105,998.86
Date	Source	Description	Notes		Debits/Credits	
3/01	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004735	147.85	
3/01	20172	2017 RE Taxes	TAX DISTRIBUTION	0004735	2,192.07	
3/02	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004736	27.22	
3/02	20172	2017 RE Taxes	TAX DISTRIBUTION	0004736	3,613.30	
3/05	20131	2013 UPP Taxes	TAX DISTRIBUTION	0004737	1.56	
3/05	20162	2016 RE Taxes	TAX DISTRIBUTION	0004737	34.64	
3/05	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004737	13.88	
3/05	20172	2017 RE Taxes	TAX DISTRIBUTION	0004737	2,671.26	
3/06	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004738	365.23	
3/06	20172	2017 RE Taxes	TAX DISTRIBUTION	0004737	23.59	
3/06	20172	2017 RE Taxes	TAX DISTRIBUTION	0004738	2,895.16	
3/07	20082	2008 RE Taxes	TAX DISTRIBUTION	0004739	6.82	
3/07	20092	2009 RE Taxes	TAX DISTRIBUTION	0004739	6.62	
3/07	20101	2010 UPP Taxes	TAX DISTRIBUTION	0004739	.37	
3/07	20102	2010 RE Taxes	TAX DISTRIBUTION	0004739	1.73	
3/07	20112	2011 RE Taxes	TAX DISTRIBUTION	0004739	.11	
3/07	20122	2012 RE Taxes	TAX DISTRIBUTION	0004739	.92	
3/07	20132	2013 RE Taxes	TAX DISTRIBUTION	0004739	1.00	
3/07	20142	2014 RE Taxes	TAX DISTRIBUTION	0004739	.87	
3/07	20152	2015 RE Taxes	TAX DISTRIBUTION	0004739	.59	
3/07	20162	2016 RE Taxes	TAX DISTRIBUTION	0004739	.58	
3/07	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004739	39.15	
3/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004739	3,294.44	
3/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004740	13.89	
3/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004740	1,787.69	
3/09	20152	2015 RE Taxes	TAX DISTRIBUTION	0004741	990.45-	
3/09	20162	2016 RE Taxes	TAX DISTRIBUTION	0004741	780.23-	
3/09	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004741	16.32	
3/09	20172	2017 RE Taxes	TAX DISTRIBUTION	0004741	924.26	
3/12	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004742	375.44	
3/12	20172	2017 RE Taxes	TAX DISTRIBUTION	0004742	3,390.05	
3/13	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004743	10.21	
3/13	20172	2017 RE Taxes	TAX DISTRIBUTION	0004742	50.62	
3/13	20172	2017 RE Taxes	TAX DISTRIBUTION	0004743	1,171.80	
3/14	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004744	28.15	
3/14	20172	2017 RE Taxes	TAX DISTRIBUTION	0004744	1,797.48	
3/15	20162	2016 RE Taxes	TAX DISTRIBUTION	0004745	.36	
3/15	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004745	22.23	
3/15	20172	2017 RE Taxes	TAX DISTRIBUTION	0004745	1,104.65	
3/16	20152	2015 RE Taxes	TAX DISTRIBUTION	0004746	29.08-	

Debit Page Totals: .00 Credit Page Totals: 24,232.35 Page End Totals: 1,130,231.21

4/02/18
11:08:45

Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

* Account Number: 6-60240-0000 Central Yavapai Fire Dist BDS Date Range: 3/01/2018 to 3/31/2018 Page: 2

T R A N S A C T I O N S			Notes	Debits/Credits		
Date	Source	Description				
3/16	20162	2016 RE Taxes	TAX DISTRIBUTION	0004746 43.27-		
3/16	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004746 22.19		
3/16	20172	2017 RE Taxes	TAX DISTRIBUTION	0004745 46.02		
3/16	20172	2017 RE Taxes	TAX DISTRIBUTION	0004746 5,442.56		
3/19	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004747 13.64		
3/19	20172	2017 RE Taxes	TAX DISTRIBUTION	0004747 3,426.06		
3/20	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004748 3.79-		
3/20	20172	2017 RE Taxes	TAX DISTRIBUTION	0004748 1,516.09		
3/21	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004749 1.67		
3/21	20172	2017 RE Taxes	TAX DISTRIBUTION	0004749 1,369.02		
3/22	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004750 14.98		
3/22	20172	2017 RE Taxes	TAX DISTRIBUTION	0004750 1,169.41		
3/23	20162	2016 RE Taxes	TAX DISTRIBUTION	0004751 3.49		
3/23	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004751 11.75		
3/23	20172	2017 RE Taxes	TAX DISTRIBUTION	0004750 37.49		
3/23	20172	2017 RE Taxes	TAX DISTRIBUTION	0004751 859.95		
3/26	20161	2016 UPP Taxes	TAX DISTRIBUTION	0004752 .62		
3/26	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004752 93.07		
3/26	20172	2017 RE Taxes	TAX DISTRIBUTION	0004752 7,009.65		
3/27	20162	2016 RE Taxes	TAX DISTRIBUTION	0004753 63.46		
3/27	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004753 5.97		
3/27	20172	2017 RE Taxes	TAX DISTRIBUTION	0004752 29.04		
3/27	20172	2017 RE Taxes	TAX DISTRIBUTION	0004753 1,200.07		
3/28	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004754 23.39		
3/28	20172	2017 RE Taxes	TAX DISTRIBUTION	0004753 16.30		
3/28	20172	2017 RE Taxes	TAX DISTRIBUTION	0004754 1,699.69		
3/29	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004755 33.01		
3/29	20172	2017 RE Taxes	TAX DISTRIBUTION	0004755 2,854.48		
3/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015144 1.02		
3/29	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015145 709.30		
3/30	20162	2016 RE Taxes	TAX DISTRIBUTION	0004756 9.29-		
3/30	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004756 10.91		
3/30	20172	2017 RE Taxes	TAX DISTRIBUTION	0004756 2,415.99		
Ending Debit Totals:		.00	Ending Credit Totals:	54,276.29	Ending Balance:	1,160,275.15

4/02/18
11:08:45

Yavapai County Treasurer
Monthly Statement

TR046DSR
C00216

* Account Number: 6-60240-0000 Central Yavapai Fire Dist BDS Date Range: 3/01/2018 to 3/31/2018 Page: 3

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			

Central Yavapai Fire Bond Debt Service
BR Adjustments Report
For the Bank Statement ending:

Date	Document	Description	GL Account	Offset Amt	Adj. Amt
------	----------	-------------	------------	------------	----------

DOCUMENT:

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:

Central Yavapai Fire Bond Debt Service
Bank Reconciliation Register

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
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MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER

BANK CONTROL ID: CYFDA - CASH/BOND BUILDING FUND						
Cash w/County	03/31/18	Marked	No	Tax & Intestest Revenue	04/11/18	\$54,276.29
SUB TOTAL FOR BANK:						\$54,276.29
TOTAL FOR MODULE:						\$54,276.29

Central Yavapai Fire Bond Debt Service
BR Checks and Charges Cleared
For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount
TOTAL CHECKS AND CHARGES CLEARED:					

Central Yavapai Fire Bond Debt Service
BR Checks and Charges Outstanding
For the Bank Statement ending:

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
-------------	-----------------	--------------------	---------------	----------------	---------------

TOTAL CHECKS AND CHARGES OUTSTANDING:

4/11/18
11:27:26 AM

Central Yavapai Fire Bond Debt Service
BR Deposits and Credits Cleared
For the Bank Statement ending: 3/31/18

Page: 1

CYFDA	Cash/Bond Building Fund	Cash/Bond Building Fund	1100
--------------	--------------------------------	--------------------------------	-------------

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
03/31/18	Cash w/County	Tax & Intestest Revenue	GL	CYFBDS	\$54,276.29
TOTAL DEPOSITS AND CREDITS CLEARED:					<u><u>\$54,276.29</u></u>

Central Yavapai Fire Bond Debt Service
BR Deposits and Credits Outstanding
For the Bank Statement ending:

Date	Document	Description	Module	Company	Amount
------	----------	-------------	--------	---------	--------

TOTAL DEPOSITS AND CREDITS OUTSTANDING:

4/11/18
11:27:30 AM

Central Yavapai Fire Bond Debt Service
Bank Reconciliation Summary
For the Bank Statement ending: 3/31/2018

Page: 1

BANK CONTROL ID: CYFDA - CASH/BOND BUILDING FUND		DESC: CASH/BOND BUILDING FUND	ACCOUNT NO: 1100
Beginning Balance:	03/01/18		\$1,105,998.86
Deposits and Credits:			\$54,276.29
Checks and Charges:			\$0.00
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			\$1,160,275.15
Ending Balance Per Bank Statement:	03/31/18		\$1,160,275.15
* Outstanding Deposits and Credits:	03/31/18		\$0.00
* Outstanding Checks and Charges:	03/31/18		\$0.00
Ending Book Balance:			\$1,160,275.15

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

4/11/18
11:27:32 AM

Central Yavapai Fire Bond Debt Service
Income Statement
(Original Budget to Actual Comparison)
For the period of 3/1/2018 Through 3/31/2018

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<u>General & Administrative Expenses</u>									
Bond Debt Service Interest Expense	610000	\$0.00	\$0.00	\$0.00	0.0 %	\$165,635.00	\$0.00	\$(165,635.00)	0.0 %
Professional Services	640500	0.00	0.00	0.00	0.0	300.00	0.00	(300.00)	0.0
Total General & Administrative Expenses		\$0.00	\$0.00	\$0.00	0.0 %	\$165,935.00	\$0.00	\$(165,935.00)	0.0 %
Total Expenses						\$165,935.00		\$(165,935.00)	
Income (Loss) from Operations		\$0.00	\$0.00	\$0.00	0.0 %	\$(165,935.00)	\$0.00	\$(165,935.00)	0.0 %
<u>Other Income (Expense)</u>									
Bond Debt Service Tax Revenue	420000	\$53,565.97	\$0.00	\$53,565.97	0.0 %	\$934,359.19	\$0.00	\$934,359.19	0.0 %
Bond Debt Service Interest Revenue	430000	710.32	0.00	710.32	0.0	5,898.33	0.00	5,898.33	0.0
Total Other Income (Expense)		\$54,276.29	\$0.00	\$54,276.29	0.0 %	\$940,257.52	\$0.00	\$940,257.52	0.0 %
Net Income (Loss)		\$54,276.29	\$0.00	\$54,276.29	0.0 %	\$774,322.52	\$0.00	\$774,322.52	0.0 %

4/11/18
11:27:35 AM

Central Yavapai Fire Bond Debt Service
Balance Sheet
As of 3/31/2018

Assets

Current Assets

Cash / Bond Debt Service	\$1,160,275.15	
Property Tax Receivable	35,584.23	
Deferred Revenue - Prop Tax	(23,435.00)	
Total Current Assets		\$1,172,424.38

Total Assets

\$1,172,424.38

Net Assets

Retained Earnings	\$398,101.86	
Current Year Net Assets	774,322.52	
Total Net Assets		1,172,424.38
Total Liabilities and Net Assets		\$1,172,424.38

Central Yavapai Fire Bond Debt Service
GL Account Ledger - Detail By Date Range (Current and History)
03/01/2018 through 03/31/2018

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
1100.00						CASH / BOND DEBT SERVICE			\$1,105,998.86
154	R	540	03/31/18		Cash w/County	Tax & Intestest Revenue	54,276.29	-	1,160,275.15
						CASH / BOND DEBT SERVICE TOTAL:	\$54,276.29	\$0.00	\$1,160,275.15
						TOTAL OF LEDGER:	\$54,276.29	\$0.00	\$1,160,275.15

Central Yavapai Fire Bond Debt Service
GL Trial Balance Worksheet
For The Period of 3/1/2018 through 3/31/2018

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
1100.00	Cash / Bond Debt Service	\$1,105,998.86	\$54,276.29	\$0.00	\$1,160,275.15	
TOTALS:		<u>\$1,105,998.86</u>	<u>\$54,276.29</u>	<u>\$0.00</u>	<u>\$1,160,275.15</u>	

From: Chris Jensen [<mailto:chris@jensenlawfirm.com>]

Sent: Thursday, March 15, 2018 11:52 AM

To: Scott Freitag; Darlene Packard

Cc: Susanne Dixon; Nicolas Cornelius, Esq.; ViciLee Jacobs; tsteele@azfire.org; jwasoticz@cazfire.org; mzucher@cazfire.org; mefrein@prescottaz.com; Lynne LaMaster; Sanford Cohen

Subject: Request by Directors ViciLee Jacobs and Tom Steele for Two Additions to the Agenda for the March, 2018 Central Yavapai Fire District Board of Directors Meeting

Dear Board Chair Packard and Fire Chief Freitag:

On behalf of our clients, Director Jacobs and Director Steele, we are requesting that you please add to the Agenda for the upcoming March, 2018 Board of Directors meeting of CYFD the following two new Agenda items:

- Motion to modify policy rules of CYFD to allow an additional procedure for adding an item to the Agenda of the Board, in addition to the existing policy that by your interpretation which we disagree with, only permits one of you, the Board Chair or the Fire Chief, to place an item on the Agenda. The proposal is to also permit, alternatively, two Directors or a majority of the Directors to place an issue on the Agenda (without the consent of the Board Chair or the Fire Chief), so that the Board cannot be "held hostage," prevented from even considering, new business by the determination of just one Director (the Chair) and one employee (the Fire Chief).
- Motion to terminate the contract of CYFD attorney Nicolas Cornelius due to his variety of conflicts of interest including but not limited to the concurrent representation of the three fire districts, Central Yavapai Fire District, Chino Valley Fire District and the Central Arizona Fire and Medical Authority, each with different interests financially and otherwise that overlap and at times conflict.

To avoid secrecy, we are this making this request a public one. We are copying this request for Agenda additions to other Board members and to local media so that there can be no claim of an open meeting violation.

Your kind and prompt consideration of this request is appreciated.

Chris Jensen

Jensen Phelan Law Firm, P.C.

711 Whipple Street, Suite D

Prescott, AZ 86301

Voice: [\(928\) 778-2660](tel:(928)778-2660)

FAX: [\(928\) 778-1379](tel:(928)778-1379)

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MOTION TO ADD NEW LANGUAGE TO BOARD POLICY MANUAL,
BOARD MEMBER CODE OF ETHICS, POLICY 3.3, SECTION 12,
TO REQUIRE ADDITIONS TO AGENDA ON REQUEST OF BOARD MEMBERS

Director ViciLee Jacobs and Director Tom Steele jointly request the two alternative items indicated below be added to the March, 2018 Agenda of the Central Yavapai Fire District (“CYFD”) Board of Directors as alternative options for a way to add items to the Agenda in addition to what is being done as a practical matter under the current CYFD policy which is believed to lack a sound (and legal) basis because, at minimum, it prevents CYFD action according to the will of a majority of the Board unless that majority includes the Board Chair:

This request is consistent with the following portions of the Board Policy Manual, Board Member Code of Ethics, Policy No. 3.3, and is requested to be dealt with accordingly:

10. The Board, to the greatest extent possible, will forward items to either the Board Chairman or the Fire Chief for inclusion in a Fire Board meeting agenda and board packet. The goal is to provide public notification of the issue and to allow time for the Staff and other Board members to research/consider the topic.

12. The Board acknowledges that policy decisions require Board action. When an individual Board member receives a policy related question, the response must be based on established law, policy, or practice. The question may be brought to the full Board for further consideration. When such questions arise, the topic should be forwarded to the Board Chairman and/or Fire Chief for inclusion in a Fire Board meeting agenda and Board packet.

16. The Board acknowledges that conflict could arise between members and will seek effective remedies that are in the best interest of the Board and the District.

Policy No. 12’s most simple meaning is that an “individual Board member” has “a policy related question, [t]he question may be brought to the full Board for further consideration,” and then “should be forwarded to the Board Chairman and/or Fire Chief for inclusion in a Fire Board meeting agenda and Board packet.’ There is no authority for the Board Chair and/or Fire Chief refusing to put the individual Board member’s topic on the agenda. We believe doing so is illegal and improper, especially when used to prevent public discussion and consideration of issues that are important to CYFD.

Policy No. 10 and the first part of Policy No. 12 are not consistent with the restrictive current approach of CYFD that nothing may be added to the Agenda unless approved by the Board Chair or the Fire Chief: these things must be read together and interpreted in a way that allows all parts to be consistent and harmonious.

The proposed Motions seek to amend Policy No. 12 and any similar CYFD policy by addition only, consistent with Policy No. 16, as an “effective remedy in the best interest of the Board and the District” to avoid an ongoing conflict that could potentially lead to greater problems and remedy what is believed to be an excessive and inconsistent interpretation of No. 12.

We believe that the current restrictive interpretation of No. 12 is being used to prevent additions to the Board Agenda of new Agenda items on the mistaken interpretation that the Board Chairman and/or the Fire Chief have discretionary power to prevent addition of new items on the Agenda even in the face of a request by 1, 2, 3 or even 4 Board members if the Board Chair is not one of them. The Board Chair should not have such absolute power, nor should the Fire Chief.. Said Policy No. 12 does not state that the Board Chairman and/or the Fire Chief can refuse the request by a Board member to place a policy-related item on the Agenda, yet they frequently do so. The proposed alternative Motions are designed to clarify the issue by being more specific, and the “majority rules” provision in the Motion No. 2 should be the minimum allowed for restricting the new CYFD Agenda items as a result.

Proposed Agenda Item Addition. Please add under “New Business” these two alternative motions (that the existing policy for adding items to the Agenda of the Central Yavapai Fire District Board of Directors for March, 2018, be modified to allow an additional means for adding an item to the Agenda) for consideration, discussion and possible action as follows:

Alternative 1.

That at the written request of any two Directors, the new Agenda item will be added to “New Business” portion of the upcoming Agenda for consideration, discussion and possible approval.

Alternatively, if (1) above is not approved, a motion that the existing policy for adding items to the Agenda of the Central Yavapai Fire District Board of Directors for March, 2018, be modified to create an additional means for adding an item to the Agenda as follows:

Alternative 2.

That at the written request of any three Directors, constituting a majority of the Board, the newly requested Agenda item will be added to the “New Business” portion of the upcoming Agenda.

BOARD MEMBER CODE OF ETHICS

Relative Information: The term “Ethics” used in its broadest form refers to a set of moral principles. Not every individual within an organization has the same perception of ethical conduct. People base their decisions on experience, personal values, and learned behavior. A “Code of Ethics,” as used in this policy, refers to the general rules of conduct the Board recognizes in respect to governance of the District. This Code of Ethics is intended to serve as a guide that everyone can follow.

The Board is committed to excellence in leadership and decision-making that results in the highest quality of service to its residents and taxpayers.

It is the Board of Director’s intent to review and re-adopt this policy annually:

1. The Board will follow all regulations and laws related to the conduct of District business. It will also honor its own adopted policies and procedures. Knowing the law is the starting point of effective governance.
2. The Board recognizes the dignity, values, and opinions of one another, staff members, employees, and the general public. It will encourage responsiveness and effective participation in all its communications.
3. The Board recognizes its primary responsibility is the formulation and evaluation of policy and the employment of a Chief Executive Officer (Fire Chief) to administer District business under the direction of the Board.
4. The Board recognizes that operational matters of the District are the responsibility of the Fire Chief and Senior Staff of the District.
5. The Board commits itself to conduct all meetings in accordance with the Arizona Public Open Meeting laws. It recognizes that all District business shall be conducted in public with the exception of specific topics that meet the criteria for Executive Session.
6. The Board will focus on issues and seek solutions that are in the best interest of the public and avoid issues of personality and/or special interest.
7. The Board both as a body and as a group of individual members will support decisions made by the Board. Individual members may disagree with a certain decision but should support the position as the considered opinion of the Board. This position is not intended to restrict further consideration based on additional information but to provide for the effective continuation of District business.
8. The Board will work directly with the Fire Chief and the professional staff to obtain information and/or an enhanced understanding to improve effective decision making.
9. The Board should direct any complaint and/or issue directly to the Fire Chief. It is the responsibility of the Fire Chief and the Senior Staff of the District to resolve the issues as may be necessary.

10. The Board, to the greatest extent possible, will forward items to either the Board Chairman or the Fire Chief for inclusion in a Fire Board meeting agenda and board packet. The goal is to provide public notification of the issue and to allow time for the Staff and other Board members to research/consider the topic.
11. The Board recognizes that it operates as a single unit and that Board member authority exists as a member of the whole.
12. The Board acknowledges that policy decisions require Board action. When an individual Board member receives a policy related question, the response must be based on established law, policy, or practice. The question may be brought to the full Board for further consideration. When such questions arise, the topic should be forwarded to the Board Chairman and/or Fire Chief for inclusion in a Fire Board meeting agenda and Board packet.
13. The Board recognizes the value of long-term planning and interaction with other agencies and will constantly maintain a focus on the long-term stability of the District and service to its residents and taxpayers.
14. The Board will be courteous and responsive to citizen requests and will generally direct their concerns and interest to the Senior Staff as necessary.
15. The Board as a body, and as a group of individuals, acknowledges that information and study foster good decision making and will commit the necessary effort to develop a working understanding of all issues that come before the Board.
16. The Board acknowledges that conflict could arise between members and will seek effective remedies that are in the best interest of the Board and the District.
17. The Board will seek legal counsel as may be necessary and will be guided by the recommendations provided.
18. The Board acknowledges that conflicts of interest may occasionally arise and that each Board member is responsible to declare such actual or potential conflicts as specified in state law, and shall refrain from voting upon or otherwise participating in any manner in an item constituting a conflict of interest, as more fully set forth in A.R.S. §38-502 and §38-503.

Policy Statement: It shall be the policy of the Board of Directors of Central Yavapai Fire District to annually review and adopt the Code of Ethics contained in this policy.

Cross References:

Arizona Revised Statutes

A.R.S. §38-502 and §38-503 Conflict of interest

Board Policy Manual

Policy 3.4 Board Member Conflict of Interest

MEETING AGENDAS

Background Information: An agenda is a list of specific items under each division of the order of business that the Board plans to discuss at a meeting. An agenda adds order to the conduct of regular business. Unless specifically established by the Board, an agenda does not preclude other items of business from being proposed, considered and decided during the meeting. The agenda is flexible and items may be added or omitted or changed at the discretion of the presiding officer.

While all meetings are open to the public, it is important to note that the meeting is a meeting of the Board of Directors. The presiding officer may or may not accept discussion, or the addition of new topics raised by the public.

The Fire Chief in consultation with the Board Chair~~man~~ normally prepares the Board meeting agendas. Any Director may request that an item be placed on the agenda if the item falls within the jurisdiction of the Board and is pertinent to the business of the organization. Agenda items that meet these requirements shall be forwarded to the Board Chair or Fire Chief three working days prior to the publishing of the agenda. All agenda item requests are subject to review by legal counsel.

Regular monthly Board meeting agendas are prepared for the Board members prior to the meeting. The format of agendas for special, emergency, or executive meetings is dependent on the scope and order of business to be conducted. The format for regular meetings can include the following major divisions:

1. Call to Order,
2. Roll call of Directors,
3. Approval of Minutes of Previous Meetings,
4. Financial Review,
5. Information Items,
6. Old Business,
7. New Business,
8. Call to the Public,
9. Adjournment.

Policy Statement: It shall be the policy of the Board of Directors of Central Yavapai Fire District to prepare agendas and board packets for all regular meetings and for special and emergency meetings as necessary for the orderly conduct of business.

Cross References:

Sample Agenda Attached

NOTICE OF MEETING

The Fire Board of the Central Yavapai Fire District will meet in Regular Session on Monday, March 13, 2006, at 9:00 a.m. The meeting will be held at Fire District Headquarters, 8555 E Yavapai Road, Prescott Valley, Arizona. The Board will vote to go into Executive Session immediately following New Business for legal advice and consultation with attorney regarding a potential natural gas easement pursuant to ARS 38-431.03(A)(3). The Board may vote to go into Executive Session on any agenda item, pursuant to ARS 38-431.03(A)(3) for discussion and consultation for legal advice with the District's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. CALL TO ORDER
2. ROLL CALL OF BOARD MEMBERS
3. SITE TOUR
Tour Station 533 Located in Prescott Valley and Mt. Francis Tower Site
Meeting to Reconvene at 2:00 p.m. at 8555 E. Yavapai Road, Prescott Valley
4. APPROVAL OF MINUTES
 - A. Regular Session of February 21, 2006
 - B. Executive Session of February 21, 2006
5. REPORTS AND CORRESPONDENCE
 - A. Fire Board Chairwoman's Report
 - B. General Fund Financial Statements
 - C. Letters From Citizens
 - D. Monthly Division Reports-Report from the Fire Chief and staff in regard to current activities of the Fire District and the status and progress relating thereto.
 - E. Bond Update / Bond Financial Statements
6. OLD BUSINESS
 - A. Fiscal Year 2006-2007 Budget Progress Update
 - B. Receive Petitions and Set Date to Order Annexation of Copper Basin Road Area
7. NEW BUSINESS
 - A. Northwest Fire District / Apache Junction Fire District Facility Benefit Assessment Amicus Brief
 - B. Purchase of Refurbished Lifepak 12 Monitor Defibrillators
 - C. Approval of Increased Hourly Rate for Outside Vehicle Maintenance Contracts
 - D. Approval of Addendum to Maintenance Intergovernmental Agreements

and Contracts for Central States Fire Apparatus, the Fire Districts of Camp Verde, Chino Valley, Groom Creek, Mayer, Montezuma Rimrock, and Williamson Valley, along with the Fire Departments of Cherry Volunteer and Southern Yavapai

- E. Calendar Year 2005 Alarm Summary
- F. Cingular Lease Request for Mt. Francis Tower
- G. Review Draft Training Center Master Plan
- H. Potential Natural Gas Easement Request—Training Center Land
- I. Approval to Transfer Funds from Contingency Account to Building Maintenance Account for Repair of Station 54 Roof

8. VOTE TO GO INTO EXECUTIVE SESSION

- A. Legal Advice Pursuant to ARS 38-431-03(A)(3) Regarding Potential Natural Gas Easement

9. CALL TO THE PUBLIC

Consideration and discussion of comments and complaints from 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. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Fire District Board cannot discuss or take legal action on any issues raised during the Call to the Public due to restrictions of the Open Meeting Law.

10. ADJOURNMENT

If any disabled person needs any type of accommodation, please notify the Central Yavapai Fire District at (928) 772-7711 at least 72 hours prior to the scheduled meeting time.

WAIVER OF CONFLICT OF INTEREST

Re: Waiver of Conflict of Interest regarding agreements with Yavapai County for election services, including election drop boxes or ballot boxes, and Resolutions and other action when no election may be held under Titles 15, 16, or 48 of the Arizona Revised Statutes

The Board of Central Yavapai Fire District, having reviewed the conflict of interest letter dated March 22, 2018, from Deputy County Attorney Joy L. Biedermann of the Yavapai County Attorney's Office (the "YCAO"), affirms that it is fully informed and it consents to and understands the implications of waiving the conflict of interest of the YCAO between Yavapai County and Central Yavapai Fire District, both of which are clients of the YCAO.

Therefore, the Board of Central Yavapai Fire District approves the waiver of the conflict of interest and authorizes the YCAO to proceed with preparation and review of and provide legal services related to the above-referenced matter(s) on behalf of Yavapai County and Central Yavapai Fire District, if requested and if such dual representation is appropriate. The Board of Central Yavapai Fire District also authorizes the YCAO to review or draft any other necessary contracts or agreements with Yavapai County concerning agreements for election services, including election drop boxes or ballot boxes, and Resolutions and other action when no election may be held under Titles 15, 16, or 48 of the Arizona Revised Statutes.

Dated this _____ day of _____, 2018.

Central Yavapai Fire District

By: _____
Board President/Chair

TO: Fire Board
FROM: Chief Freitag
DATE: April 11, 2018

SUBJECT: APPROVE ANNEXATION AND RESOLUTION 2018-02 -
HARSHBERGER – 11405 E INDIGO RD - PARCEL 401-01-111Q

Michael Harshberger is requesting 11405 E. Indigo Road be annexed into Central Yavapai Fire District (CYFD) boundaries. The parcel is contiguous to current CYFD boundaries.

SUGGESTED MOTION: *Approve Annexation and Resolution 2018-02 for Harshberger property located at 11405 E. Indigo Road, Parcel 401-01-111Q*

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

CENTRAL YAVAPAI FIRE DISTRICT

Resolution No. 2018-02

(Annexation of 11405 E. Indigo Road, Prescott Valley, Arizona - Parcel 401-01-111Q)

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

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

NOW THEREFORE, BE IT RESOLVED that the Central Yavapai 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 23rd day of April, 2018.

Board Chairperson
Central Yavapai Fire District

Board Clerk
Central Yavapai Fire District

EXHIBIT "A"
Legal Description

All that portion of Parcel 5, COYOTE CREST AMENDED, per record of survey recorded in Book 58 of land surveys at page 64, Yavapai County Records Office, Yavapai County, Arizona, described as follows:

Commencing at the Southwest corner of said Parcel 5;

Thence South 89 degrees, 37 minutes, 01 seconds East, along the South line of said parcel 5 (basis of bearings for this legal description), 473.22 feet to the TRUE POINT OF BEGINNING;

Thence North 18 degrees, 24 minutes, 18 seconds East, 567.23 feet;

Thence South 78 degrees, 23 minutes, 32 seconds East, 241.63 feet;

Thence South 17 degrees, 00 minutes, 41 seconds West, 513.86 feet to a point on the South line of said parcel 5;

Thence North 89 degrees, 37 minutes, 01 seconds West, along said South line, 265.45 feet to the TRUE POINT OF BEGINNING.

Together with an ingress, egress and public utility easement over, under and across a portion of said parcel 5 described as follows:

Commencing at the Southwest corner of said parcel 5;

Thence North 18 degrees, 24 minutes, 18 seconds East, 660.00 feet to the TRUE POINT OF BEGINNING;

Thence continuing North 18 degrees, 24 minutes, 18 seconds East, 4.82 feet;

Thence South 78 degrees, 23 minutes, 32 seconds East, 694.69 feet;

Thence South 17 degrees, 00 minutes, 41 seconds West, 4.81 feet;

Thence North 78 degrees, 23 minutes, 32 seconds West, 694.81 feet to the TRUE POINT OF BEGINNING.

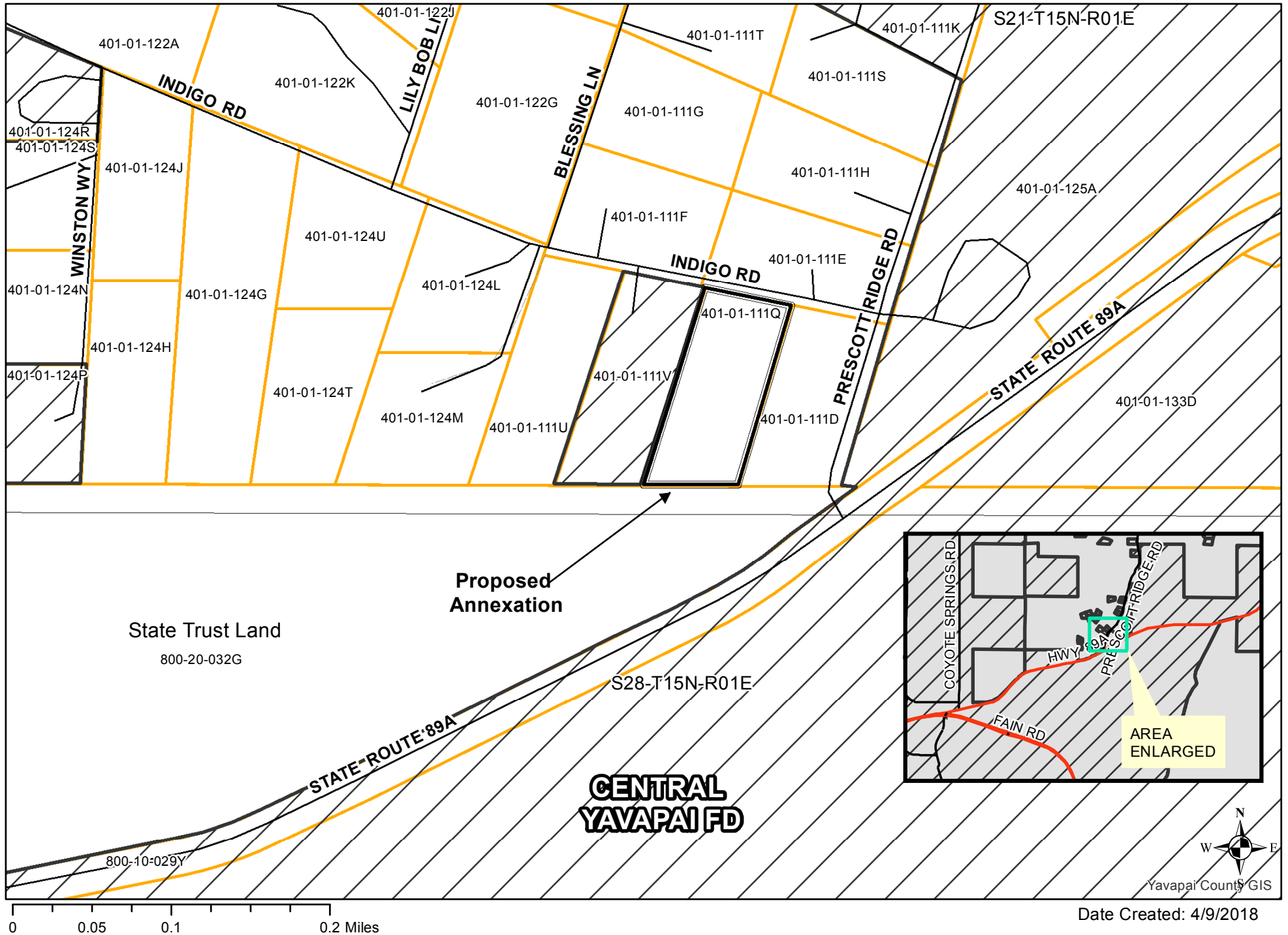
Also together with a 50 foot roadway easement as shown on said COYOTE CREST AMENDED, lying 25.00 feet on each side of the following described centerline:

Commencing at the Southeast corner of said parcel 5;

Thence North 17 degrees, 00 minutes, 41 seconds East, along the East line of said parcel 5, 488.77 feet to the TRUE POINT OF BEGINNING;

Thence North 78 degrees, 23 minutes, 32 seconds West, 964.87 feet to the end of said easement on the West line of said parcel 5.

EXHIBIT B



Date: 4/5/2018

Central Yavapai Fire District
Governing Board
8603 E. Eastridge Drive
Prescott Valley, Arizona 86314

Dear Board Chairman,

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

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

Parcel # 401-01-111Q Section/Township/Range _____

Physical Address: 11405 E INDIGO RD PRESCOTT VALLEY, AZ 86315

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

Print Name MICHAEL HARSHBERGER

Mailing Address: 11405 E INDIGO RD PRESCOTT VALLEY, AZ 86315

Number of people living in this home: 5

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

Signature of Applicant 

Signature of Co-Applicant _____

For Office Use Only

Verification: Is property contiguous to current CYFD boundaries? Yes

Date application received: 4/5/2018

Reviewed By: 