

## AGENDA

**Central Arizona Fire and Medical Authority  
Chino Valley Fire District Board of Directors  
CV Regular Meeting  
Monday, June 25, 2018, 4:00 pm - 4:30 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 Chino Valley Fire District Board of Directors and the general public that the **Chino Valley Fire District** will hold a meeting open to the public on **Monday, June 25, 2018 at 4:00 p.m.** The meeting will be held at the **Chino Valley Town Hall, 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 the District's Attorney on matters as set forth in the agenda item. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS
2. PLEDGE OF ALLEGIANCE
3. 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 Chino Valley 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 Chino Valley 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 - May 24, 2018
- B. Approve General Fund and Capital Reserve Financial Statements
- C. Approve Bond Debt Service Financials

- D. Approve Bond Fund 2007 Financials
  - E. Transfer May Revenues from Chino Valley Fire District to Central Arizona Fire and Medical Authority in the Amount of \$262,962.37
5. VOTE TO GO INTO EXECUTIVE SESSION
- A. Legal Advice Pursuant to §38-431.03(A)(1) and §38-431.03(A)(3) Regarding Proposed Amendment to Agreement between Kendhammer & Partners, LLP and CYFD to Allow Reimbursement for Legal Fees and Costs Related to Responses to Administrative and/or Legal Action Against Nicolas Cornelius and Arising from Actions of Board Members
6. NEW BUSINESS
- A. Discussion Regarding Proposed Amendment to Agreement between Kendhammer & Partners, LLP and CYFD to Allow Reimbursement for Legal Fees and Costs Related to Responses to Administrative and/or Legal Action against Nicolas Cornelius and Arising from Actions of Board Members
  - B. Motion, Discussion, and Action Regarding Approval of Fiscal Year 2019 Bond Tax Rate of \$0.3813
  - C. Motion, Discussion, and Action Regarding Annexation and Resolution 2018-03, Deleonardis, 1550 E. Prescott Ranch Road, Parcels 305-01-020E, 305-01-020G, and 305-01-020H
  - D. Motion, Discussion, and Action Regarding Approval of Election Services IGA with Yavapai County
7. ADJOURNMENT

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

## MINUTES

**Central Arizona Fire and Medical Authority  
Chino Valley Fire District Board of Directors  
CV Regular Meeting  
Thursday, May 24, 2018, 4:00 pm - 4:30 pm  
Central Arizona Fire and Medical Authority, Administration  
8603 E. Eastridge Drive, Prescott Valley, Arizona**

### **In Attendance**

Cyndy Dicus; Dave Dobbs; Laura Mowrer; Nicolas Cornelius; Rick Mayday; Scott A Freitag; Scott Bliss; Susanne Dixon; Todd League

### **Not In Attendance**

Dave Tharp; Julie Pettit

## **NOTICE OF MEETING**

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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**

**Chair Dicus called the Chino Valley Fire District Board meeting to order on Thursday, May 24, 2018 at 4:01 p.m.**

### **2. PLEDGE OF ALLEGIANCE**

**Chair Dicus led the 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 Chino Valley 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.

**Chair Dicus opened the meeting for public comments. There were no comments.**

### **4. CONSENT AGENDA**

All matters listed under consent agenda are considered to be routine by the Chino Valley 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 - April 23, 2018
- B. Approve General Fund and Capital Reserve Financial Statements
- C. Approve Bond Debt Service Financials
- D. Approve Bond Fund 2007 Financials
- E. Transfer April Revenues from Chino Valley Fire District to Central Arizona Fire and Medical Authority in the Amount of \$858,471.62

**Motion to approve consent agenda.**

Move: Dave Dobbs Second: Todd League Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Todd League, Rick Mayday

5. NEW BUSINESS

- A. Discussion and Direction to Staff Regarding Request for Proposal (RFP) for Audit Services for Fiscal Years 2018-2020

**Chief Freitag explained that we go out to bid every three years for auditing services; this is not a reflection of our current auditors. We are looking for direction from the Board.**

**The Board directed staff to obtain bids.**

- B. Motion, Discussion, and Action Regarding Annexation and Resolution 2018-01, Moon, 3555 W. Big Chino Road, Parcel 303-05-138F

**Chief Freitag explained that this is a standard annexation, and staff is recommending approval.**

**Motion to approve annexation and Resolution 2018-01, Moon, 3555 W. Big Chino Road, Parcel 303-05-138F.**

Move: Dave Dobbs Second: Todd League Status: Passed

Yes: Dave Dobbs, Cyndy Dicus, Todd League, Rick Mayday

6. ADJOURNMENT

**Motion to adjourn meeting at 4:05 p.m.**

**Move: Dave Dobbs Second: Todd League Status: Passed**

**Yes: Dave Dobbs, Cyndy Dicus, Todd League, Rick Mayday**

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Clerk / Date

The Chino Valley Fire District Board of Directors have reviewed and approved the following monthly financial documents to include Income Statements, Balance Sheets, and Bank Reconciliations with supporting documents, Revenue and Expenditure Graphs, and Cash Flow Projections in compliance with ARS §48-805, 807:

CVFD General Fund

CVFD Bond Debt Service

CVFD Bond Fund, 2007

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Fire Board Chairperson	Date
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Fire Board Clerk	Date
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**CHINO VALLEY FIRE DISTRICT**  
**CHECK RECONCILIATION MAY, 2018**

**Reconciliation:**

Beginning Balance:	\$	978,270.92
Deposits:	\$	262,962.27
Transfer Out - Fire Authority:	\$	(858,471.62)
ADOT & Fish and Game In Lieu:	\$	-
Disbursements:	\$	-
Transfer In-CAFMA	\$	-
Payroll adj		
<b>Ending Balance:</b>	<b>\$</b>	<b>382,761.57</b>

**Difference Between Balances:** \$ -

**Bank Statement Balance:**

Balance Per Bank:	\$	384,789.89
Outstanding Checks:		
Outstanding Deposits:	\$	-
A/P Adjustments:	\$	(2,028.32)
Reversing Entry:	\$	-

**Ending Balance:** \$ **382,761.57**

**G/L Ending Balance:** \$ **382,761.57**

**\$ 382,761.57**

**Deposits Per Bank Statement:**

Real Estate Taxes:	\$	236,269.18
Personal Property Taxes:	\$	2,430.89
Fire District Assistance Tax:	\$	23,730.52
Fire District Deposit:	\$	-
Transfer Out-Fire Authority:	\$	858,471.62
ADOT & Fish and Game In Lieu:	\$	-
NSF Check Returned:	\$	-
Adjustments (Warrants Issued):	\$	-
Interest Income:	\$	531.68

**Ending Balance:** \$ **1,121,433.89**

**Bank Reconciliation Register:**

Checks From Accounts Payable:	\$	-
Checks From Payroll:	\$	-
Total Checks:	\$	-

Deposits From Accounts Receivable:	\$	-
Journal Entries From General Ledger:	\$	1,121,433.89
NSF Checks Returned:	\$	-
Transfer In-CAFMA	\$	-
<b>Ending Balance:</b>	<b>\$</b>	<b>1,121,433.89</b>

**Reconciliation Approved By:**

  
Scott Freitag, Fire Chief

6/12/18

**Reconciliation Reviewed By:**

  
David Tharp, Assistant Chief of Administration

6/12/18

**Reconciliation Prepared By:**

  
Debbie Spingola, Finance Manager

6-7-18

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

Total Levy Month	FY 15-16 \$3,481,052 Collected	FY 16-17 \$3,547,699 Collected	FY 17-18 \$3,707,996 Collected
July	\$32,572	\$10,160	\$24,936
%	0.936%	0.286%	0.672%
% To Date	0.9357%	0.2864%	0.6725%
August	\$26,909	\$18,803	\$10,622
%	0.773%	0.530%	0.286%
% To Date	1.7087%	0.8164%	0.9590%
September	\$296,716	\$182,315	\$178,141
%	8.524%	5.139%	4.804%
% To Date	10.2324%	5.9553%	5.7632%
October	\$1,237,993	\$834,512	\$1,503,325
%	35.564%	23.523%	40.543%
% To Date	45.7962%	29.4779%	46.3060%
November	\$289,817	\$866,615	\$290,266
%	8.326%	24.428%	7.828%
% To Date	54.1218%	53.9055%	54.1341%
December	\$220,662	\$227,672	\$223,661
%	6.3389%	6.4175%	6.0319%
% To Date	60.4607%	60.3229%	60.1659%
January	\$76,744	\$89,048	\$153,278
%	2.2046%	2.5100%	4.1337%
% To Date	62.6653%	62.8330%	64.2997%
February	\$87,184	\$94,094	\$95,262
%	2.5045%	2.6523%	2.5691%
% To Date	65.1698%	65.4852%	66.8688%
March	\$124,511	\$141,015	\$127,298
%	3.5768%	3.9748%	3.4331%
% To Date	68.7467%	69.4600%	70.3018%
April	\$910,876	\$821,855	\$794,289
%	26.1667%	23.1659%	21.4210%
% To Date	94.9134%	92.6259%	91.7228%
May	\$125,156	\$195,151	\$238,700
%	3.5954%	5.5008%	6.4374%
% To Date	98.5087%	98.1267%	98.1602%
June	\$66,848	\$66,097	\$0
%	1.9203%	1.8631%	0.0000%
% To Date	100.4290%	99.9898%	98.1602%
TOTALS	\$3,495,987	\$3,547,337	\$3,639,777
Delinquency	-0.4290%	0.0102%	1.8398%

**Chino Valley Fire District  
FDAT Collection Information**

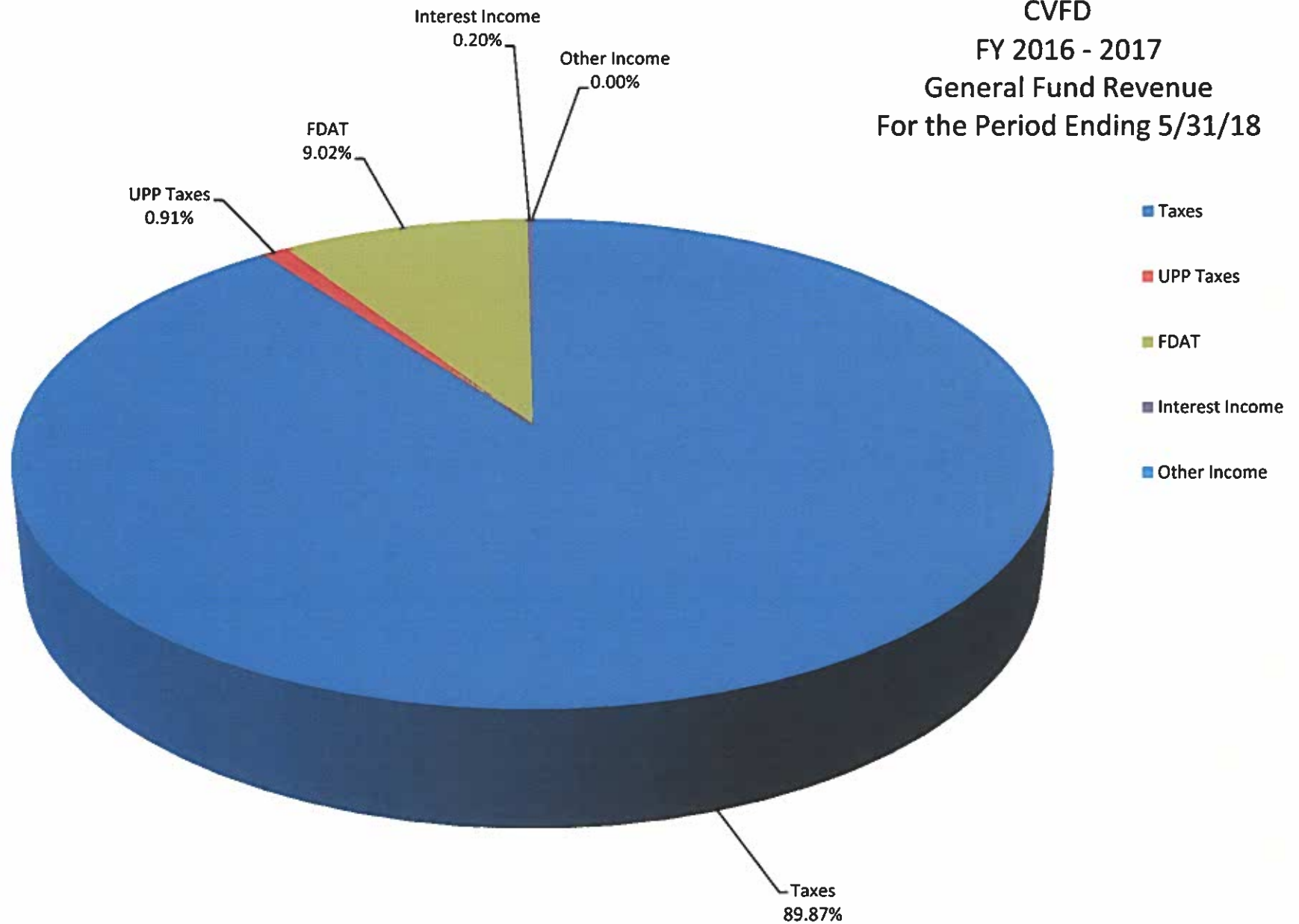
Total Levy Month	FY 15-16 \$313,900 Collected	FY 16-17 \$313,900 Collected	FY 17-18 \$333,290 Collected
July	\$2,501	\$1,423	\$1,630
%	0.797%	0.453%	0.489%
% To Date	0.7966%	0.4533%	0.4891%
August	\$1,456	\$661	\$554
%	0.464%	0.211%	0.166%
% To Date	1.2606%	0.6638%	0.6553%
September	\$26,332	\$8,777	\$12,654
%	8.389%	2.796%	3.797%
% To Date	9.6492%	3.4600%	4.4520%
October	\$97,909	\$86,411	\$93,081
%	31.191%	27.528%	27.928%
% To Date	40.8405%	30.9881%	32.3799%
November	\$43,410	\$75,219	\$74,651
%	13.8292%	23.9628%	22.3983%
% To Date	54.6697%	54.9510%	54.7782%
December	\$20,201	\$24,923	\$21,663
%	6.4354%	7.9398%	6.4997%
% To Date	61.1052%	62.8907%	61.2779%
January	\$10,565	\$11,762	\$16,138
%	3.3658%	3.7471%	4.8420%
% To Date	64.4710%	66.6378%	66.1199%
February	\$7,946	\$8,291	\$8,056
%	2.531%	2.641%	2.417%
% To Date	67.0024%	69.2790%	68.5368%
March	\$12,018	\$12,638	\$12,174
%	3.8286%	4.0263%	3.6528%
% To Date	70.8310%	73.3052%	72.1897%
April	\$35,416	\$62,586	\$63,209
%	11.2825%	19.9382%	18.9651%
% To Date	82.1134%	93.2434%	91.1548%
May	\$51,376	\$23,662	\$23,731
%	16.3671%	7.5381%	7.1201%
% To Date	98.4805%	100.7815%	98.2749%
June	\$6,266	\$4,682	\$0
%	1.9962%	1.4917%	0.0000%
% To Date	100.4767%	102.2732%	98.2749%
TOTALS	\$315,396	\$321,035	\$327,540
Delinquency	-0.4767%	-2.2732%	1.7251%
	100.0000%	100.0000%	100.0000%





**Capital Reserve**  
**\$0.00**

CVFD  
FY 2016 - 2017  
General Fund Revenue  
For the Period Ending 5/31/18



**CHINO VALLEY FIRE DISTRICT**  
**REVENUE**

	Current Month Revenue	YTD Budget	
Taxes	\$ 236,269	\$ 3,547,699	89.86
UPP Taxes	\$ 2,431	\$ -	0.91
FDAT	\$ 23,731	\$ 313,900	9.02
Interest Income	\$ 532	\$ -	0.20
Other Income	\$ -	\$ 2,000	0.00
	\$ 262,962	\$ 3,863,599	99.99

CVFD  
FY 2016 - 2017  
General Fund Expenditures  
For the Period Ending 5/31/18

Fire Authority Funding  
100.00%

Audit/Accounting,  
Election, Legal, Fire  
Board Expenses

Contingency

Miscellaneous

Fire Authority  
Funding

Audit/Accounting, Election, Legal,  
Fire Board Expenses  
0.00%

Contingency  
0.00%

Miscellaneous  
0.00%



Contingency  
0.00%

Miscellaneous  
0.00%

**CHINO VALLEY FIRE DISTRICT**  
**EXPENSES**

	Current Month Actual	YTD Budget	
Audit/Accounting, Election, Legal, Fire Board Expenses	\$ -	\$ 29,000	-
Contingency	\$ -	\$ 20,000	-
Miscellaneous	\$ -	\$ -	-
Fire Authority Funding	\$ 858,472	\$ 3,850,599	100.00
	\$ 858,472	\$ 3,899,599	100

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2018 to 5/31/2018 Page: 4  
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	(---Period---)	(-----Y-T-D-----)			
Begin Balance:	980,299.24	206,343.28			
Income . . . :	262,962.27	3,972,669.22			
LOC Advance . . :	.00	.00			
Expense . . . :	858,471.62-	3,794,222.61-	LOC :	.00	Levy: 3,709,531.98
LOC Payments :	.00	.00	Out :	.00	Coll: 3,534,791.81
Cash Balance :	384,789.89	384,789.89	End :	384,789.89	Adj : 1,751.68-
					Out : 172,988.49

Transaction Summary By Source		Beginning Balance:	980,299.24	206,343.28
Source	Description		Monthly	Yearly
20061	2006 UPP Taxes		.00	44.77
20071	2007 UPP Taxes		.00	275.39
20081	2008 UPP Taxes		.00	57.95
20091	2009 UPP Taxes		.00	42.60
20092	2009 RE Taxes		.00	3.04
20101	2010 UPP Taxes		.00	32.86
20102	2010 RE Taxes		.00	3.36
20111	2011 UPP Taxes		.00	1,117.67
20112	2011 RE Taxes		.00	4.04
20121	2012 UPP Taxes		.00	263.49
20122	2012 RE Taxes		.00	5.04
20131	2013 UPP Taxes		3.86	170.21
20132	2013 RE Taxes		.00	98.58
20141	2014 UPP Taxes		.00	374.41
20142	2014 RE Taxes		.00	481.14
20151	2015 UPP Taxes		.00	987.76
20152	2015 RE Taxes		.00	1,113.32
20161	2016 UPP Taxes		.00	3,906.85
20162	2016 RE Taxes		.00	96,001.93
20171	2017 UPP Taxes		2,427.03	77,682.43
20172	2017 RE Taxes		236,269.18	3,457,109.38
37130	ADOT & Fish and Game in-lieu		.00	151.22
37150	FDAT Distributions		23,730.52	327,518.70
38108	Interest on Investments ICM		.00	1,768.75
38109	Interest on Investments St Treas		531.68	3,454.33
91032	Warrants Redeemed		.00	13,225.48-
91702	Transfer out		858,471.62-	3,780,997.13-
Ending Balances:			384,789.89	384,789.89

Real Estate Taxes \$ 236,269.18  
UPP Taxes \$ 2,430.89  
FDAT \$ 23,730.52  
Interest \$ 531.68  
Total \$ 262,962.27

Transfer to CAFMA \$ 858,471.62

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2018 to 5/31/2018 Page: 1  
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T R A N S A C T I O N S					Begin Balance:	980,299.24
Date	Source	Description	Notes		Debits/Credits	
5/01	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004778		949.80
5/01	20172	2017 RE Taxes	TAX DISTRIBUTION	0004778		171,115.08
5/01	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015221		1,915.71
5/02	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004779		155.59
5/02	20172	2017 RE Taxes	TAX DISTRIBUTION	0004779		14,335.28
5/02	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015224		13,486.25
5/03	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004779		197.56
5/03	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004780		201.76
5/03	20172	2017 RE Taxes	TAX DISTRIBUTION	0004779		3,204.53
5/03	20172	2017 RE Taxes	TAX DISTRIBUTION	0004780		13,715.24
5/03	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015227		1,548.14
5/04	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004781		7.70
5/04	20172	2017 RE Taxes	TAX DISTRIBUTION	0004781		3,508.45
5/04	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015230		1,803.63
5/07	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004782		57.20
5/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004781		387.31
5/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004782		4,878.17
5/07	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015233		747.98
5/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004782		210.04
5/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004783		179.73
5/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004782		868.66
5/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004783		4,115.98
5/08	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015236		503.55
5/09	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004784		18.58
5/09	20172	2017 RE Taxes	TAX DISTRIBUTION	0004784		2,949.83
5/09	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015239		454.26
5/10	20172	2017 RE Taxes	TAX DISTRIBUTION	0004785		2,074.71
5/10	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015242		851.99
5/11	20172	2017 RE Taxes	TAX DISTRIBUTION	0004786		1,414.18
5/11	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015245		154.92
5/14	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004787		19.63
5/14	20172	2017 RE Taxes	TAX DISTRIBUTION	0004787		1,410.87
5/14	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015248		133.19
5/15	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004788		42.89
5/15	20172	2017 RE Taxes	TAX DISTRIBUTION	0004788		241.76
5/15	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015251		96.27
5/16	20131	2013 UPP Taxes	TAX DISTRIBUTION	0004789		3.86
5/16	20172	2017 RE Taxes	TAX DISTRIBUTION	0004789		1,108.73
5/16	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015254		1,215.73
5/17	20172	2017 RE Taxes	TAX DISTRIBUTION	0004790		1,125.47

Debit Page Totals: .00 Credit Page Totals: 251,410.21 Page End Totals: 1,231,709.45

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2018 to 5/31/2018 Page: 2  
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T R A N S A C T I O N S  
Date Source Description

Notes

Debits/Credits

5/17	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015257	86.91
5/18	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004791	33.99
5/18	20172	2017 RE Taxes	TAX DISTRIBUTION	0004791	882.73
5/18	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015260	96.64
5/21	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004792	37.45
5/21	20172	2017 RE Taxes	TAX DISTRIBUTION	0004792	1,020.99
5/21	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015263	42.15
5/22	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004793	128.66
5/22	20172	2017 RE Taxes	TAX DISTRIBUTION	0004793	1,581.70
5/22	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015266	118.77
5/23	20172	2017 RE Taxes	TAX DISTRIBUTION	0004794	929.06
5/23	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015269	57.57
5/24	20172	2017 RE Taxes	TAX DISTRIBUTION	0004795	1,188.16
5/24	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015272	80.29
5/25	20172	2017 RE Taxes	TAX DISTRIBUTION	0004796	1,093.94
5/25	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015275	58.33
5/29	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004797	142.68
5/29	20172	2017 RE Taxes	TAX DISTRIBUTION	0004797	1,456.35
5/29	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015278	75.01
5/30	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004798	43.77
5/30	20172	2017 RE Taxes	TAX DISTRIBUTION	0004798	186.88
5/30	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015281	137.71
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015283	.44
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015284	531.24
5/30	91702	Transfer out	CENTRAL AZ FIRE & MED AUTH EM	1007857	858,471.62-
5/31	20172	2017 RE Taxes	TAX DISTRIBUTION	0004799	1,475.12
5/31	37150	FDAT Distributions	DISTRIBUTE FIRE DISTRICT ASSI	1000015286	65.52

Ending Debit Totals: 858,471.62- Ending Credit Totals: 262,962.27 Ending Balance: 384,789.89



6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65540-0000 Chino Valley Fire Dist GF Date Range: 5/01/2018 to 5/31/2018 Page: 3  
\*\*\*\*\*

Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
Status Subtotal	:				.00			
Fund Subtotal	:				.00			
Total Paid Warrants:					.00			
Total Outstanding. :		2			727.71			
Total Void Warrants:					.00			
Total Registered . :					.00			

**Chino Valley Fire District**  
**Bank Reconciliation Summary**  
For the Bank Statement ending: 5/31/2018

BANK CONTROL ID: GEN - GENERAL FUND		DESC: GENERAL FUND	ACCOUNT NO: 000000000000000
Beginning Balance:	05/01/18		\$980,299.24
Deposits and Credits:			\$262,962.27
Checks and Charges:			(\$858,471.62)
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			<u>\$384,789.89</u>
Ending Balance Per Bank Statement:	05/31/18		\$384,789.89
* Outstanding Deposits and Credits:	05/31/18		\$0.00
* Outstanding Checks and Charges:	05/31/18		\$0.00
Ending Book Balance:	05/31/18		<u>\$384,789.89</u>

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

**Chino Valley Fire District**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 5/31/18

GEN		General Fund			0000000000000000
Date	Document	Description	Module	Company	Amount
05/31/18	Cash w/County	Transfer to CAFMA	GL	CHINOV	\$858,471.62
TOTAL CHECKS AND CHARGES CLEARED:					<u>\$858,471.62</u>

**Chino Valley Fire District**  
**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>
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**TOTAL CHECKS AND CHARGES OUTSTANDING:**

**Chino Valley Fire District**  
**BR Deposits and Credits Cleared**  
For the Bank Statement ending: 5/31/18

<b>GEN</b>	<b>General Fund</b>	<b>General Fund</b>	<b>0000000000000000</b>
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<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
05/31/18	Cash w/County	Tax & Interest Revenue	GL	CHINOV	\$262,962.27
TOTAL DEPOSITS AND CREDITS CLEARED:					<u><u>\$262,962.27</u></u>

**Chino Valley Fire District**  
**BR Deposits and Credits Outstanding**  
For the Bank Statement ending:

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

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
<b>MODULE: ADJUSTMENTS FROM BANK RECONCILIATION</b>						
<b>BANK CONTROL ID: GEN - GENERAL FUND</b>						
Correct error	05/31/18	Marked	No	Correct error	06/07/18	(\$2,028.32)
					<b>SUB TOTAL FOR BANK:</b>	<b>(\$2,028.32)</b>
					<b>TOTAL FOR MODULE:</b>	<b>(\$2,028.32)</b>
<b>MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER</b>						
<b>BANK CONTROL ID: GEN - GENERAL FUND</b>						
Cash w/County	05/31/18	Marked	No	Transfer to CAFMA	06/07/18	\$858,471.62
Cash w/County	05/31/18	Marked	No	Tax & Interest Revenue	06/07/18	\$262,962.27
					<b>SUB TOTAL FOR BANK:</b>	<b>\$1,121,433.89</b>
					<b>TOTAL FOR MODULE:</b>	<b>\$1,121,433.89</b>

**Chino Valley Fire District**  
**BR Adjustments Report**  
For the Bank Statement ending:

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

DOCUMENT:

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:



6/7/18  
7:59:00 AM

**Chino Valley Fire District**  
**Balance Sheet**  
**As of 5/31/2018**  
**Fund: (10) General Fund**

**Assets**

**Current Assets**

Cash with Yavapai County	\$ (635,000.69)	
Taxes Receivable	133,723.80	
Accounts Receivable	2,278.26	
Retiree/Insurance Receivable	(1,906.22)	
Total Current Assets		\$ (500,904.85)

**Property, Plant & Equipment**

Capital Outlay-Comm IT Network Upgrades	\$ 11,117.59	
Total Property, Plant & Equipment		11,117.59

**Total Assets**

**\$ (489,787.26)**

**Liabilities and Net Assets**

**Current Liabilities**

Accrued Payroll Expenses	\$ 0.42	
Deferred Compensation (Prop Tax)	102,727.38	
PEHP Payable	(0.01)	
Dental Insurance Payable	0.22	
PSPRS Payable	(0.15)	
ASRS Payable	(0.02)	
Medicare Payable	0.06	
Union Dues Payable	(0.50)	
State Retirement Service Purchase 1	0.49	
ASRS Company	(0.10)	
Fire Chief Retirement Payable	(0.24)	
Medical Insurance Company	0.07	
Dental Insurance Company	(0.12)	
FICA Company	(0.12)	
Total Current Liabilities		\$ 102,727.38

**Total Liabilities**

**\$ 102,727.38**

**Net Assets**

Fund Balance	\$ (2,330,024.27)	
Current Year Net Assets	178,754.11	
Total Net Assets		(2,151,270.16)
Total Liabilities and Net Assets		<b><u>\$ (2,048,542.78)</u></b>

**Chino Valley Fire District**  
**GL Trial Balance by Date Range (Current and History)**  
05/01/2018 through 05/31/2018

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
10.1100.0.0.000	Cash with Yavapai County	\$978,270.92	\$262,962.27	\$858,471.62	\$382,761.57	
TOTAL OF LEDGER:		<u>\$978,270.92</u>	<u>\$262,962.27</u>	<u>\$858,471.62</u>	<u>\$382,761.57</u>	

**Chino Valley Fire District**  
**GL Account Ledger - Detail By Date Range (Current and History)**  
05/01/2018 through 05/31/2018

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
<b>10.1100.0.0.000</b>						<b>CASH WITH YAVAPAI COUNTY</b>			<b>\$978,270.92</b>
1957	GJ	142839	05/31/18		Cash w/County	Transfer to CAFMA	-	858,471.62	119,799.30
1959	GJ	142844	05/31/18		Cash w/County	Tax & Interest Revenue	262,962.27	-	382,761.57
						<b>CASH WITH YAVAPAI COUNTY TOTAL:</b>	<b>\$262,962.27</b>	<b>\$858,471.62</b>	<b>\$382,761.57</b>
						<b>TOTAL OF LEDGER:</b>	<b>\$262,962.27</b>	<b>\$858,471.62</b>	<b>\$382,761.57</b>

6/7/18  
7:58:49 AM

**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2018 Through 5/31/2018

Fund: (10) General Fund

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>									
Real Estate Tax	10400000000	\$236,269.18	\$0.00	\$236,269.18	0.0 %	\$3,554,819.83	\$3,707,996.00	\$(153,176.17)	(4.1)%
Personal Property Tax	10410000000	2,430.89	0.00	2,430.89	0.0	84,956.39	0.00	84,956.39	0.0
Fire District Assistance Tax	10420000000	23,730.52	0.00	23,730.52	0.0	327,518.70	313,900.00	13,618.70	4.3
Interest Income-General Fund	10490000000	531.68	0.00	531.68	0.0	5,223.08	0.00	5,223.08	0.0
Rebates/Refunds	10500000000	0.00	0.00	0.00	0.0	0.00	2,000.00	(2,000.00)	(100.0)
Misc. Revenues	10510000000	0.00	0.00	0.00	0.0	151.22	97,000.00	(96,848.78)	(99.8)
<b>Net Revenues</b>		<b>\$262,962.27</b>	<b>\$0.00</b>	<b>\$262,962.27</b>	<b>0.0 %</b>	<b>\$3,972,669.22</b>	<b>\$4,120,896.00</b>	<b>\$(148,226.78)</b>	<b>(3.6)%</b>
<b><u>Program Expenses</u></b>									
Fire Authority Funding	10670010000	\$858,471.62	\$0.00	\$(858,471.62)	0.0 %	\$3,780,997.13	\$4,112,896.00	\$331,898.87	8.1 %
<b>Total Program Expenses</b>		<b>\$858,471.62</b>	<b>\$0.00</b>	<b>\$(858,471.62)</b>	<b>0.0 %</b>	<b>\$3,780,997.13</b>	<b>\$4,112,896.00</b>	<b>\$331,898.87</b>	<b>8.1 %</b>
<b><u>Fund Raising Expenses</u></b>									
Audit & Accounting	10640010000	\$0.00	\$0.00	\$0.00	0.0 %	\$10,508.75	\$2,000.00	\$(8,508.75)	(425.4)%
Other Prof Services/Admin	10640510000	0.00	0.00	0.00	0.0	420.00	0.00	(420.00)	0.0
Legal Services - Routine	10641010000	0.00	0.00	0.00	0.0	1,183.97	5,000.00	3,816.03	76.3
Fire Board Expenses	10644110000	0.00	0.00	0.00	0.0	605.26	1,000.00	394.74	39.5
Misc/Admin	10661010000	0.00	0.00	0.00	0.0	200.00	0.00	(200.00)	0.0
Contingency Expense - Current	10780130000	0.00	0.00	0.00	0.0	0.00	20,000.00	20,000.00	100.0
<b>Total Fund Raising Expenses</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.0 %</b>	<b>\$12,917.98</b>	<b>\$28,000.00</b>	<b>\$15,082.02</b>	<b>53.9 %</b>
<b>Total Expenses</b>		<b>\$858,471.62</b>		<b>\$(858,471.62)</b>		<b>\$3,793,915.11</b>	<b>\$4,140,896.00</b>	<b>\$346,980.89</b>	<b>8.4 %</b>
<b>Net Income (Loss)</b>		<b>\$(595,509.35)</b>	<b>\$0.00</b>	<b>\$(595,509.35)</b>	<b>0.0 %</b>	<b>\$178,754.11</b>	<b>\$(20,000.00)</b>	<b>\$198,754.11</b>	<b>993.8 %</b>

**CHINO VALLEY FIRE DISTRICT**  
**BOND DEBT SERVICE ACCOUNT: 6-65640-7000**  
**BANK RECONCILIATION MAY, 2018**

**Reconciliation:**

Beginning Balance (CVFD):	\$	485,432.08
Deposits:	\$	27,059.05
Disbursements:	\$	-
Interest Income:	\$	871.69
Principal and Interest payments	\$	-

**Ending Balance:** \$ **513,362.82**

Difference Between Balances: \$ -

**Bank Statement Balance:**

Balance Per Bank: \$ 513,362.82

**Ending Balance:** \$ **513,362.82**

**Deposits Per Bank Statement:**

Fire District Deposits:	\$	-
Real Estate Taxes:	\$	26,783.42
Personal Property Taxes:	\$	275.63
ADOT Game/Fish In Lieu:	\$	-


**Ending Balance:** \$ **27,059.05**

Reconciliation Approved By: \_\_\_\_\_

  
Scott Freitag, Fire Chief


6/13/18

Reconciliation Reviewed By: \_\_\_\_\_

  
David Tharp, Assistant Chief of Administration

6/12/18

Reconciliation Prepared By: \_\_\_\_\_

  
Debbie Spingola, Finance Manager

6-7-18

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-7000 Chino Valley Fire Dist BDS Date Range: 5/01/2018 to 5/31/2018 Page: 4  
\*\*\*\*\*

	(---Period---)	(-----Y-T-D-----)			
Begin Balance:	485,432.08	147,773.17			
Income . . . :	27,930.74	432,252.55			
LOC Advance . :	.00	.00			
Expense . . . :	.00	66,662.90-	LOC :	.00	Levy: 420,512.90
LOC Payments :	.00	.00	Out :	.00	Coll: 400,701.45
Cash Balance :	513,362.82	513,362.82	End :	513,362.82	Adj : 198.56-
					Out : 19,612.89

Transaction Summary By Source  
Source Description

	Beginning Balance:	485,432.08 Monthly	147,773.17 Yearly
20071 2007 UPP Taxes		.00	21.01
20081 2008 UPP Taxes		.00	6.91
20091 2009 UPP Taxes		.00	5.38
20092 2009 RE Taxes		.00	.38
20101 2010 UPP Taxes		.00	3.52
20102 2010 RE Taxes		.00	.36
20111 2011 UPP Taxes		.00	133.95
20112 2011 RE Taxes		.00	.48
20121 2012 UPP Taxes		.00	25.05
20122 2012 RE Taxes		.00	.48
20131 2013 UPP Taxes		.51	22.60
20132 2013 RE Taxes		.00	13.10
20141 2014 UPP Taxes		.00	50.02
20142 2014 RE Taxes		.00	64.27
20151 2015 UPP Taxes		.00	124.85
20152 2015 RE Taxes		.00	140.75
20161 2016 UPP Taxes		.00	458.61
20162 2016 RE Taxes		.00	11,269.07
20171 2017 UPP Taxes		275.12	8,806.14
20172 2017 RE Taxes		26,783.42	391,895.31
38108 Interest on Investments ICM		.00	5,107.95
38109 Interest on Investments St Treas		871.69	14,102.36
92190 Bond Interest Payment		.00	66,662.90-
Ending Balances:		513,362.82	513,362.82

Real Estate taxes \$ 26,783.42  
UPP taxes \$ 275.63  
Interest \$ 871.69  
Total \$ 27,930.74

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-7000 Chino Valley Fire Dist BDS Date Range: 5/01/2018 to 5/31/2018 Page: .1  
\*\*\*\*\*

T R A N S A C T I O N S  
Date Source Description

Notes

Begin Balance: 485,432.08  
Debits/Credits

5/01	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004778	107.69
5/01	20172	2017 RE Taxes	TAX DISTRIBUTION	0004778	19,397.75
5/02	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004779	17.63
5/02	20172	2017 RE Taxes	TAX DISTRIBUTION	0004779	1,625.00
5/03	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004779	22.40
5/03	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004780	22.87
5/03	20172	2017 RE Taxes	TAX DISTRIBUTION	0004779	363.27
5/03	20172	2017 RE Taxes	TAX DISTRIBUTION	0004780	1,554.75
5/04	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004781	.87
5/04	20172	2017 RE Taxes	TAX DISTRIBUTION	0004781	397.71
5/07	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004782	6.48
5/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004781	43.91
5/07	20172	2017 RE Taxes	TAX DISTRIBUTION	0004782	552.99
5/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004782	23.80
5/08	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004783	20.38
5/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004782	98.46
5/08	20172	2017 RE Taxes	TAX DISTRIBUTION	0004783	466.57
5/09	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004784	2.11
5/09	20172	2017 RE Taxes	TAX DISTRIBUTION	0004784	334.36
5/10	20172	2017 RE Taxes	TAX DISTRIBUTION	0004785	235.19
5/11	20172	2017 RE Taxes	TAX DISTRIBUTION	0004786	160.30
5/14	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004787	2.22
5/14	20172	2017 RE Taxes	TAX DISTRIBUTION	0004787	159.95
5/15	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004788	4.86
5/15	20172	2017 RE Taxes	TAX DISTRIBUTION	0004788	27.40
5/16	20131	2013 UPP Taxes	TAX DISTRIBUTION	0004789	.51
5/16	20172	2017 RE Taxes	TAX DISTRIBUTION	0004789	125.67
5/17	20172	2017 RE Taxes	TAX DISTRIBUTION	0004790	127.58
5/18	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004791	3.85
5/18	20172	2017 RE Taxes	TAX DISTRIBUTION	0004791	100.06
5/21	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004792	4.24
5/21	20172	2017 RE Taxes	TAX DISTRIBUTION	0004792	115.72
5/22	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004793	14.59
5/22	20172	2017 RE Taxes	TAX DISTRIBUTION	0004793	179.27
5/23	20172	2017 RE Taxes	TAX DISTRIBUTION	0004794	105.33
5/24	20172	2017 RE Taxes	TAX DISTRIBUTION	0004795	134.70
5/25	20172	2017 RE Taxes	TAX DISTRIBUTION	0004796	124.00
5/29	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004797	16.17
5/29	20172	2017 RE Taxes	TAX DISTRIBUTION	0004797	165.07
5/30	20171	2017 UPP Taxes	TAX DISTRIBUTION	0004798	4.96

Debit Page Totals:

.00

Credit Page Totals:

26,870.64

Page End Totals:

512,302.72

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-7000 Chino Valley Fire Dist BDS Date Range: 5/01/2018 to 5/31/2018 Page: 2  
\*\*\*\*\*

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

Date	Source	Description	Notes	Debits/Credits
5/30	20172	2017 RE Taxes	TAX DISTRIBUTION	0004798 21.19
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015283 .43
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015283 .30
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015284 512.70
5/30	38109	Interest on Investments St Treas	INVESTMENT INTEREST	1000015284 358.26
5/31	20172	2017 RE Taxes	TAX DISTRIBUTION	0004799 167.22

Ending Debit Totals: .00 Ending Credit Totals: 27,930.74 Ending Balance: 513,362.82



6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-7000 Chino Valley Fire Dist BDS Date Range: 5/01/2018 to 5/31/2018 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			

**Chino Valley Fire District**  
**Bank Reconciliation Summary**  
For the Bank Statement ending: 5/31/2018

BANK CONTROL ID: BDS - YAVAPAI COUNTY TREASURER		DESC: BOND DEBT SERVICE	ACCOUNT NO: 6-65640-7000
Beginning Balance:	05/01/18		\$485,432.08
Deposits and Credits:			\$27,930.74
Checks and Charges:			\$0.00
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			<u>\$513,362.82</u>
Ending Balance Per Bank Statement:	05/31/18		\$513,362.82
* Outstanding Deposits and Credits:	05/31/18		\$0.00
* Outstanding Checks and Charges:	05/31/18		\$0.00
Ending Book Balance:	05/31/18		<u>\$513,362.82</u>

Chino Valley Fire District  
BR Checks and Charges Cleared  
For the Bank Statement ending:

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

**Chino Valley Fire District**  
**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>
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TOTAL CHECKS AND CHARGES OUTSTANDING:

**Chino Valley Fire District**  
**BR Deposits and Credits Cleared**  
For the Bank Statement ending: 5/31/18

**BDS**      **Yavapai County Treasurer**      **Bond Debt Service**      **6-65640-7000**

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
05/31/18	BDS Cash	Tax & Interest Revenue	GL	CHINOV	\$27,930.74
TOTAL DEPOSITS AND CREDITS CLEARED:					<u><u>\$27,930.74</u></u>

**Chino Valley Fire District**  
**BR Deposits and Credits Outstanding**  
For the Bank Statement ending:

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

Chino Valley Fire District  
Bank Reconciliation Register

Document Number	Date	BR Status	Void?	Description	Date Cleared	Amount
MODULE: JOURNAL ENTRIES FROM GENERAL LEDGER						
BANK CONTROL ID: BDS - YAVAPAI COUNTY TREASURER						
BDS Cash	05/31/18	Marked	No	Tax & Interest Revenue	06/07/18	\$27,930.74
SUB TOTAL FOR BANK:						\$27,930.74
TOTAL FOR MODULE:						\$27,930.74

**Chino Valley Fire District**  
**BR Adjustments Report**  
For the Bank Statement ending:

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>GL Account</u>	<u>Offset Amt</u>	<u>Adj. Amt</u>
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DOCUMENT:

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:



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**Chino Valley Fire District**  
**Balance Sheet**  
**As of 5/31/2018**

Fund: (40) Bond Service Fund  
Account: (1105) Not Defined

<b>Assets</b>		
<b><u>Current Assets</u></b>		
Bond Debt Service	\$513,362.82	
Total Current Assets		\$513,362.82
Total Assets		\$513,362.82
Total Liabilities and Net Assets		\$0.00

**Chino Valley Fire District**  
**GL Trial Balance Worksheet**  
For The Period of 5/1/2018 through 5/31/2018

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
10.1100.0.0.000	Cash with Yavapai County	(\$39,491.34)	\$262,962.27	\$858,471.62	(\$635,000.69)	
TOTALS:		<u>(\$39,491.34)</u>	<u>\$262,962.27</u>	<u>\$858,471.62</u>	<u>(\$635,000.69)</u>	

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**Chino Valley Fire District**  
**GL Account Ledger - Detail By Period**  
5/1/2018 through 5/31/2018

Page: 1

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
40.1105.0.0.000						<b>BOND DEBT SERVICE</b>			<b>\$485,432.08</b>
1960	GJ	142849	05/31/18		BDS Cash	Tax & Interest Revenue	27,930.74	-	513,362.82
BOND DEBT SERVICE TOTALS:							<u>\$27,930.74</u>	<u>\$0.00</u>	<u>\$513,362.82</u>
TOTAL OF LEDGER:							<u><u>\$27,930.74</u></u>	<u><u>\$0.00</u></u>	<u><u>\$513,362.82</u></u>

**Chino Valley Fire District**  
**GL Account Ledger - Detail By Date Range**  
05/01/2018 through 05/31/2018  
Sorted by Date and Document

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
<b>40.7720.3.0.000</b>			<b>CAPITAL OUTLAY-BUILDING - OPS</b>						<b>\$5,590.42</b>
1952	CD	142799	05/07/18		170879 / 79000336	A&E Reprographics - Scan to File Up To 24"x36" - St 61 Remodel	20.00	-	5,610.42
1952	CD	142800	05/07/18		170879 / 79000336	A&E Reprographics - Fee For Copying Files To A Disk	5.00	-	5,615.42
1952	CD	142801	05/07/18		170879 / 79000336	A&E Reprographics - Sales Tax	2.28	-	5,617.70
1952	CD	142802	05/07/18		171082 / 79000336	A&E Reprographics - Xerographic Bond Copy of Plans	2.50	-	5,620.20
1952	CD	142803	05/07/18		171082 / 79000336	A&E Reprographics - Additional Fee for Plotting a File	1.50	-	5,621.70
1952	CD	142804	05/07/18		171082 / 79000336	A&E Reprographics - Sales Tax	0.36	-	5,622.06
1952	CD	142811	05/07/18		PROGRESSPYMT-	Headwaters Architecture, P.C. - ST 61 REMODEL - PROGRESS PYMT	2,650.00	-	8,272.06
1956	CD	142827	05/21/18		171432 / 79000340	A&E Reprographics - Xerographic Bond Copy of Plans	25.00	-	8,297.06
1956	CD	142828	05/21/18		171432 / 79000340	A&E Reprographics - Additional Fee for Plotting a File	3.75	-	8,300.81
1956	CD	142829	05/21/18		171432 / 79000340	A&E Reprographics - Sales Tax	2.62	-	8,303.43
1956	CD	142832	05/21/18		PROGRESSPYMT-	Headwaters Architecture, P.C. - ST 61 REMODEL - PROGRESS PYMT (60%)	7,950.00	-	16,253.43
1956	CD	142831	05/21/18		PROGRESSPYMT-	Headwaters Architecture, P.C. - ST 61 REMODEL - PROGRESS PYMT (65%)	1,325.00	-	17,578.43
<b>CAPITAL OUTLAY-BUILDING - OPS TOTAL:</b>							<b>\$11,988.01</b>	<b>\$0.00</b>	<b>\$17,578.43</b>
<b>40.7730.3.0.000</b>			<b>CAPITAL OUTLAY-VEHICLES/OPS</b>						<b>\$251,081.94</b>
1952	CD	142813	05/07/18		27590 / 79000339	Inter-Mountain Communications - Radios - New Bat 6 Type 3 Engine	6,137.19	-	257,219.13
1952	CD	142814	05/07/18		27590 / 79000339	Inter-Mountain Communications - Sales Tax	563.40	-	257,782.53
1952	CD	142806	05/07/18		HOMEDPOT-4.26	Chase Card Services - 2200 WATT INVERTER GENERATOR - NEW ENGINE	1,099.00	-	258,881.53
1952	CD	142807	05/07/18		HOMEDPOT-4.26	Chase Card Services - SALES TAX	100.89	-	258,982.42
<b>CAPITAL OUTLAY-VEHICLES/OPS TOTAL:</b>							<b>\$7,900.48</b>	<b>\$0.00</b>	<b>\$258,982.42</b>
<b>40.7731.3.0.000</b>			<b>CAPITAL OUTLAY-VEHICLES/OPS NON CAPITAL</b>						<b>\$609,208.47</b>
1952	CD	142808	05/07/18		TRAFFICSAFE-4.2	Chase Card Services - Collapsible Cone Kit - New Eng	419.90	-	609,628.37
1952	CD	142809	05/07/18		TRAFFICSAFE-4.2	Chase Card Services - Freight	50.34	-	609,678.71
1956	CD	142834	05/21/18		INV182317 / 79000	L. N. Curtis and Sons - FLATHEAD AXE HANGERS	71.20	-	609,749.91
1956	CD	142835	05/21/18		INV182317 / 79000	L. N. Curtis and Sons - PICKHEAD AXE HANGERS	96.85	-	609,846.76
1956	CD	142836	05/21/18		INV182317 / 79000	L. N. Curtis and Sons - FREIGHT	5.78	-	609,852.54
1956	CD	142837	05/21/18		INV182317 / 79000	L. N. Curtis and Sons - SALES TAX	15.43	-	609,867.97
<b>CAPITAL OUTLAY-VEHICLES/OPS NON CAPITAL TOTAL:</b>							<b>\$659.50</b>	<b>\$0.00</b>	<b>\$609,867.97</b>
<b>TOTAL OF LEDGER:</b>							<b>\$20,547.99</b>	<b>\$0.00</b>	<b>\$886,428.82</b>

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**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2018 Through 5/31/2018  
  
Fund: (40) Bond Service Fund

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>									
Real Estate Tax	40420000002	\$26,783.42	\$0.00	\$26,783.42	0.0 %	\$403,384.20	\$0.00	\$403,384.20	0.0 %
Personal Tax Revenue	40420500000	275.63	0.00	275.63	0.0	9,658.04	0.00	9,658.04	0.0
<b>Net Revenues</b>		<b>\$27,059.05</b>	<b>\$0.00</b>	<b>\$27,059.05</b>	<b>0.0 %</b>	<b>\$413,042.24</b>	<b>\$0.00</b>	<b>\$413,042.24</b>	<b>0.0 %</b>
<b>Income (Loss) from Operations</b>		<b>\$27,059.05</b>	<b>\$0.00</b>	<b>\$27,059.05</b>	<b>0.0 %</b>	<b>\$413,042.24</b>	<b>\$0.00</b>	<b>\$413,042.24</b>	<b>0.0 %</b>
<b><u>Other Income (Expense)</u></b>									
Bond Debt Service Interest Revenue	40430000000	\$871.69	\$0.00	\$871.69	0.0 %	\$19,210.31	\$0.00	\$19,210.31	0.0 %
ADOT & Fish and Game In-Lieu	40435000002	0.00	0.00	0.00	0.0	0.38	0.00	0.38	0.0
Bond Debt Service Interest Expense	40610000000	0.00	0.00	0.00	0.0	(66,662.90)	0.00	(66,662.90)	0.0
Capital Outlay-Building - OPS	40772030000	(11,988.01)	0.00	(11,988.01)	0.0	(17,578.43)	0.00	(17,578.43)	0.0
Capital Outlay-Vehicles/OPS	40773030000	(7,900.48)	0.00	(7,900.48)	0.0	(258,982.42)	0.00	(258,982.42)	0.0
Capital Outlay-Vehicles/OPS Non Capital	40773130000	(659.50)	0.00	(659.50)	0.0	(609,867.97)	0.00	(609,867.97)	0.0
<b>Total Other Income (Expense)</b>		<b>\$(19,676.30)</b>	<b>\$0.00</b>	<b>\$(19,676.30)</b>	<b>0.0 %</b>	<b>\$(933,881.03)</b>	<b>\$0.00</b>	<b>\$(933,881.03)</b>	<b>0.0 %</b>
<b>Net Income (Loss)</b>		<b>\$7,382.75</b>	<b>\$0.00</b>	<b>\$7,382.75</b>	<b>0.0 %</b>	<b>\$(520,838.79)</b>	<b>\$0.00</b>	<b>\$(520,838.79)</b>	<b>0.0 %</b>

**CHINO VALLEY FIRE DISTRICT**  
**BOND 2007 ACCOUNT: 6-65640-0000**  
**BANK RECONCILIATION MAY, 2018**

**Reconciliation:**

Beginning Balance (CVFD):	\$	605,422.75
Deposits:	\$	-
Disbursements:	\$	(20,547.99)
Interest Income:	\$	-
Checks:	\$	-
Transfer from Investment Account:	\$	-

**Ending Balance:** \$ **584,874.76**

**Bank Statement Balance:**

Balance Per Bank:	\$	584,874.76
Outstanding checks		

**Ending Balance:** \$ **584,874.76**

Difference Between Balances: \$ -

**Deposits Per Bank Statement:**


Deposits:		
Real Estate Taxes:	\$	-
Personal Property Taxes:	\$	-
Bond Proceeds:	\$	-
ADOT & Fish & Game In Lieu	\$	-
<b>Ending Balance:</b>	\$	-

Reconciliation Approved By:

  
Scott Freitag, Fire Chief


6/13/18

Reconciliation Reviewed By:

  
David Tharp, Assistant Chief of Administration

6/12/18

Reconciliation Prepared By:

  
Debbie Spingola, Finance Manager

6-7-18

6/01/18  
10:28:49

Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-0000 Chino Valley Fire Dist Bond Fund Date Range: 5/01/2018 to 5/31/2018 Page: 3  
\*\*\*\*\*

	(---Period---)	(-----Y-T-D-----)					
Begin Balance:	619,060.16	71,303.20					
Income . . . :	.00	1,400,000.38					
LOC Advance .:	.00	.00					
Expense . . .:	34,185.40-	886,428.82-	LOC :	.00	Levy:	180,403.54	
LOC Payments :	.00	.00	Out :	.00	Coll:	155,364.86	
Cash Balance :	584,874.76	584,874.76	End :	584,874.76	Adj :	311.74-	
					Out :	24,726.94	

Transaction Summary By Source  
Source Description

	Beginning Balance:	619,060.16	71,303.20
		Monthly	Yearly
07376 Transfer in		.00	1,400,000.00
37130 ADOT & Fish and Game in-lieu		.00	.38
91032 Warrants Redeemed		34,185.40-	886,428.82-
	Ending Balances:	584,874.76	584,874.76

6/01/18  
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Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-0000 Chino Valley Fire Dist Bond Fund Date Range: 5/01/2018 to 5/31/2018 Page: 1  
\*\*\*\*\*

T R A N S A C T I O N S  
Date Source Description

Notes

Begin Balance: 619,060.16  
Debits/Credits

5/02	91032	Warrants Redeemed	PAID WARRANTS	1000015226	11,260.75-
5/03	91032	Warrants Redeemed	PAID WARRANTS	1000015229	76.66-
5/08	91032	Warrants Redeemed	PAID WARRANTS	1000015238	2,300.00-
5/22	91032	Warrants Redeemed	PAID WARRANTS	1000015268	1,670.13-
5/24	91032	Warrants Redeemed	PAID WARRANTS	1000015274	6,700.59-
5/30	91032	Warrants Redeemed	PAID WARRANTS	1000015285	12,114.26-
5/31	91032	Warrants Redeemed	PAID WARRANTS	1000015288	63.01-

Ending Debit Totals: 34,185.40- Ending Credit Totals: .00 Ending Balance: 584,874.76



6/01/18  
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Yavapai County Treasurer  
Monthly Statement

TR046DSR  
C00623

\* Account Number: 6-65640-0000 Chino Valley Fire Dist Bond Fund Date Range: 5/01/2018 to 5/31/2018 Page: 2  
\*\*\*\*\*

Account	Fund	Stat	Payee	Warrant	Amount	Issue Date	Date	Voucher
6-65640-0000	656	PAID	/	00000329	28.33	4/23/2018	5/03/2018	
6-65640-0000	656	PAID	/	00000331	2,300.00	4/23/2018	5/08/2018	
6-65640-0000	656	PAID	/	00000332	11,260.75	4/23/2018	5/02/2018	
6-65640-0000	656	PAID	/	00000334	48.33	4/23/2018	5/03/2018	
6-65640-0000	656	PAID	/	00000336	31.64	5/07/2018	5/31/2018	
6-65640-0000	656	PAID	/	00000337	1,670.13	5/07/2018	5/22/2018	
6-65640-0000	656	PAID	/	00000338	2,650.00	5/07/2018	5/30/2018	
6-65640-0000	656	PAID	/	00000339	6,700.59	5/07/2018	5/24/2018	
6-65640-0000	656	PAID	/	00000340	31.37	5/21/2018	5/31/2018	
6-65640-0000	656	PAID	/	00000341	9,275.00	5/21/2018	5/30/2018	
6-65640-0000	656	PAID	/	00000342	189.26	5/21/2018	5/30/2018	
Status Subtotal	:			11	34,185.40			
Fund Subtotal	:			11	34,185.40			
Total Paid Warrants:				11	34,185.40			
Total Outstanding. :					.00			
Total Void Warrants:					.00			
Total Registered . :					.00			

**Chino Valley Fire District**  
**Bank Reconciliation Summary**  
For the Bank Statement ending: 5/31/2018

BANK CONTROL ID: BF - YAVAPAI COUNTY TREASURER		DESC: BOND FUND WARRANT 2007	ACCOUNT NO: 6-65640-0000
Beginning Balance:	05/01/18		\$619,060.16
Deposits and Credits:			\$0.00
Checks and Charges:			(\$34,185.40)
Adjustments:			\$0.00
Ending Balance Per Reconciliation:			<u>\$584,874.76</u>
Ending Balance Per Bank Statement:	05/31/18		\$584,874.76
* Outstanding Deposits and Credits:	05/31/18		\$0.00
* Outstanding Checks and Charges:	05/31/18		\$0.00
Ending Book Balance:	05/31/18		<u>\$584,874.76</u>

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

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**Chino Valley Fire District**  
**BR Checks and Charges Cleared**  
For the Bank Statement ending: 5/31/18

Page: 1

**BF**      **Yavapai County Treasurer**      **Bond Fund Warrant 2007**      **6-65640-0000**

<u>Date</u>	<u>Document</u>	<u>Description</u>	<u>Module</u>	<u>Company</u>	<u>Amount</u>
04/23/18	79000329	Arizona Emergency Products	AP	CHINOV	\$28.33
04/23/18	79000331	Headwaters Architecture, P.C.	AP	CHINOV	\$2,300.00
04/23/18	79000332	L. N. Curtis and Sons	AP	CHINOV	\$11,260.75
04/23/18	79000334	Prescott Valley Ace Hardware	AP	CHINOV	\$48.33
05/07/18	79000336	A&E Reprographics	AP	CHINOV	\$31.64
05/07/18	79000337	Chase Card Services	AP	CHINOV	\$1,670.13
05/07/18	79000338	Headwaters Architecture, P.C.	AP	CHINOV	\$2,650.00
05/07/18	79000339	Inter-Mountain Communications	AP	CHINOV	\$6,700.59
05/21/18	79000340	A&E Reprographics	AP	CHINOV	\$31.37
05/21/18	79000341	Headwaters Architecture, P.C.	AP	CHINOV	\$9,275.00
05/21/18	79000342	L. N. Curtis and Sons	AP	CHINOV	\$189.26
<b>TOTAL CHECKS AND CHARGES CLEARED:</b>					<b>\$34,185.40</b>

**Chino Valley Fire District**  
**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>
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TOTAL CHECKS AND CHARGES OUTSTANDING:

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

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

**Chino Valley Fire District**  
**BR Deposits and Credits Outstanding**  
For the Bank Statement ending:

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



Chino Valley Fire District  
BR Adjustments Report  
For the Bank Statement ending:

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

ADJUSTMENT DOCUMENT " TOTAL:

TOTAL FOR ALL ADJUSTMENTS:



6/7/18  
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**Chino Valley Fire District**  
**Balance Sheet**  
**As of 5/31/2018**

Fund: (40) Bond Service Fund  
Account: (1250) Not Defined

**Assets**

**Current Assets**

Bond Fund Account	\$584,874.76	
Total Current Assets		\$584,874.76
<b>Total Assets</b>		<b>\$584,874.76</b>
<b>Total Liabilities and Net Assets</b>		<b>\$0.00</b>

**Chino Valley Fire District**  
**GL Trial Balance Worksheet**  
For The Period of 5/1/2018 through 5/31/2018

Account	Description	Balances				Adjustments
		Beginning	Debits	Credits	Ending	
40.1250.0.0.000	Bond Fund Account	\$605,422.75	\$0.00	\$20,547.99	\$584,874.76	
TOTALS:		<u>\$605,422.75</u>	<u>\$0.00</u>	<u>\$20,547.99</u>	<u>\$584,874.76</u>	

**Chino Valley Fire District**  
**GL Account Ledger - Detail By Period**  
5/1/2018 through 5/31/2018

Batch	Journal	Entry #	Date	Job	Document	Description	Debits	Credits	Balance
<b>40.1250.0.0.000</b>						<b>BOND FUND ACCOUNT</b>			<b>\$605,422.75</b>
1952	CD	142798	05/07/18		79000336	A&E Reprographics - Cash Disbursement AEREPR	-	31.64	605,391.11
1952	CD	142805	05/07/18		79000337	Chase Card Services - Cash Disbursement CHCASE	-	1,670.13	603,720.98
1952	CD	142810	05/07/18		79000338	Headwaters Architecture, P.C. - Cash Disbursement HEAARC	-	2,650.00	601,070.98
1952	CD	142812	05/07/18		79000339	Inter-Mountain Communications - Cash Disbursement INTE00	-	6,700.59	594,370.39
1956	CD	142826	05/21/18		79000340	A&E Reprographics - Cash Disbursement AEREPR	-	31.37	594,339.02
1956	CD	142830	05/21/18		79000341	Headwaters Architecture, P.C. - Cash Disbursement HEAARC	-	9,275.00	585,064.02
1956	CD	142833	05/21/18		79000342	L. N. Curtis and Sons - Cash Disbursement LNCU00	-	189.26	584,874.76
<b>BOND FUND ACCOUNT TOTALS:</b>							<b>\$0.00</b>	<b>\$20,547.99</b>	<b>\$584,874.76</b>
<b>TOTAL OF LEDGER:</b>							<b>\$0.00</b>	<b>\$20,547.99</b>	<b>\$584,874.76</b>

**Chino Valley Fire District**  
**Income Statement**  
(Original Budget to Actual Comparison)  
For the period of 5/1/2018 Through 5/31/2018

Fund: (40) Bond Service Fund

	Account	Actual	Current Period Budget	Variance	%	Actual	Year To Date Budget	Variance	%
<b><u>Revenues</u></b>									
Real Estate Tax	40420000002	\$26,783.42	\$0.00	\$26,783.42	0.0 %	\$403,384.20	\$0.00	\$403,384.20	0.0 %
Personal Tax Revenue	40420500000	275.63	0.00	275.63	0.0	9,658.04	0.00	9,658.04	0.0
<b>Net Revenues</b>		<b>\$27,059.05</b>	<b>\$0.00</b>	<b>\$27,059.05</b>	<b>0.0 %</b>	<b>\$413,042.24</b>	<b>\$0.00</b>	<b>\$413,042.24</b>	<b>0.0 %</b>
<b>Income (Loss) from Operations</b>		<b>\$27,059.05</b>	<b>\$0.00</b>	<b>\$27,059.05</b>	<b>0.0 %</b>	<b>\$413,042.24</b>	<b>\$0.00</b>	<b>\$413,042.24</b>	<b>0.0 %</b>
<b><u>Other Income (Expense)</u></b>									
Bond Debt Service Interest Revenue	40430000000	\$871.69	\$0.00	\$871.69	0.0 %	\$19,210.31	\$0.00	\$19,210.31	0.0 %
ADOT & Fish and Game In-Lieu	40435000002	0.00	0.00	0.00	0.0	0.38	0.00	0.38	0.0
Bond Debt Service Interest Expense	40610000000	0.00	0.00	0.00	0.0	(66,662.90)	0.00	(66,662.90)	0.0
Capital Outlay-Building - OPS	40772030000	(11,988.01)	0.00	(11,988.01)	0.0	(17,578.43)	0.00	(17,578.43)	0.0
Capital Outlay-Vehicles/OPS	40773030000	(7,900.48)	0.00	(7,900.48)	0.0	(258,982.42)	0.00	(258,982.42)	0.0
Capital Outlay-Vehicles/OPS Non Capital	40773130000	(659.50)	0.00	(659.50)	0.0	(609,867.97)	0.00	(609,867.97)	0.0
<b>Total Other Income (Expense)</b>		<b>\$(19,676.30)</b>	<b>\$0.00</b>	<b>\$(19,676.30)</b>	<b>0.0 %</b>	<b>\$933,881.03)</b>	<b>\$0.00</b>	<b>\$(933,881.03)</b>	<b>0.0 %</b>
<b>Net Income (Loss)</b>		<b>\$7,382.75</b>	<b>\$0.00</b>	<b>\$7,382.75</b>	<b>0.0 %</b>	<b>\$(520,838.79)</b>	<b>\$0.00</b>	<b>\$(520,838.79)</b>	<b>0.0 %</b>

TO: Fire Board  
FROM: Chief Freitag  
DATE: June 7, 2018

SUBJECT: MOTION, DISCUSSION, AND ACTION REGARDING APPROVAL OF  
FISCAL YEAR 2019 BOND TAX RATE OF \$0.3813

---

*For the Fiscal Year 2018-2019, the Chino Valley Fire District would like to levy \$421,178 in bond tax revenues. The revenues would be applied to the Bond Debt Servicing for the 2016(B) bond refunding obligation of \$450,178. However, this bond debt obligation would be reduced by \$29,000 due to retained Bond Debt Service Funds that are currently held in this account. The resulting levy requirement is \$421,178 for a tax rate of \$0.3486 (reduction of \$0.0327 from prior year).*

***Suggested Motion:*** Approve Fiscal Year 2019 bond tax rate of \$0.3813

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

WHEN RECORDED, MAIL TO:

Chino Valley Fire District  
8603 E. Eastridge Drive  
Prescott Valley, Arizona 86314

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CAPTION OF DOCUMENT:

RESOLUTION 2018-03

ANNEXATION OF DELEONARDIS PROPERTY  
PARCELS 305-01-020E, 305-01-020G, AND  
305-01-020H

CHINO VALLEY FIRE DISTRICT

Resolution No. 2018-03

Annexation – Deleonardis - Parcels 305-01-020E, 305-01-020G, 305-01-020H  
1550 E. Prescott Ranch Road

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

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

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

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

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

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

APPROVED AND ADOPTED this 25<sup>th</sup> day of June, 2018

---

Fire Board Chairperson  
Chino Valley Fire District

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Fire Board Clerk  
Chino Valley Fire District

**Exhibit 'A'**

**ALL THAT PORTION OF SECTION 26, TOWNSHIP 18 NORTH, RANGE 2 WEST OF THE GILA AND SALT RIVER BASE AND MERIDIAN, YAVAPAI COUNTY, ARIZONA, DESCRIBED AS FOLLOWS:**

**BEGINNING AT THE NORTH 1/4 CORNER OF SAID SECTION 26;  
THENCE SOUTH 89 DEGREES 48' 26" EAST, ALONG THE NORTH LINE OF SAID SECTION 26, A DISTANCE OF 1788.01 FEET;  
THENCE SOUTH 00 DEGREES 00' 25" EAST, A DISTANCE OF 1129.92 FEET;  
THENCE SOUTH 89 DEGREES 59' 35" WEST, A DISTANCE OF 665.10 FEET;  
THENCE SOUTH 26 DEGREES 41' 27" WEST, A DISTANCE OF 583.49 FEET;  
THENCE SOUTH 89 DEGREES 59' 35" WEST, A DISTANCE OF 756.67 FEET;  
THENCE SOUTH 26 DEGREES 41' 29" WEST, A DISTANCE OF 177.59 FEET;  
THENCE SOUTH 02 DEGREES 18' 01" EAST, A DISTANCE OF 555.44 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF THE A.T.& S.F. RAILWAY;  
THENCE SOUTH 79 DEGREES 40' 14" WEST, ALONG SAID NORTHERLY R.O.W. LINE A DISTANCE OF 1110.89 FEET;  
THENCE NORTH 02 DEGREES 18' 01" WEST, A DISTANCE OF 1468.36 FEET;  
THENCE NORTH 26 DEGREES 45' 35" WEST, A DISTANCE OF 1236.92 FEET TO A POINT ON THE NORTH LINE OF SAID SECTION 26;  
THENCE SOUTH 89 DEGREES 57' 12" EAST, ALONG SAID NORTH LINE A DISTANCE OF 1661.94 FEET TO THE POINT OF BEGINNING.**

**EXCEPT that portion described as follows:**

**BEGINNING at the North quarter corner of said Section 26;  
THENCE South 89 degrees, 55 minutes, 52 seconds West, a distance of 1,681.55 feet  
THENCE South 26 degrees, 45 minutes, 25 seconds East, a distance of 1,236.88 feet;  
THENCE South 02 degrees, 17 minutes, 37 seconds East, a distance of 650.00 feet to the POINT OF BEGINNING;  
THENCE North 88 degrees, 24 minutes, 08 seconds East, a distance of 838.50 feet;  
THENCE South 00 degrees, 08 minutes, 22 seconds West, a distance of 72.37 feet;  
THENCE South 03 degrees, 25 minutes, 07 seconds West, a distance of 508.05 feet  
THENCE North 65 degrees, 56 minutes, 12 seconds West, a distance of 143.54 feet;**

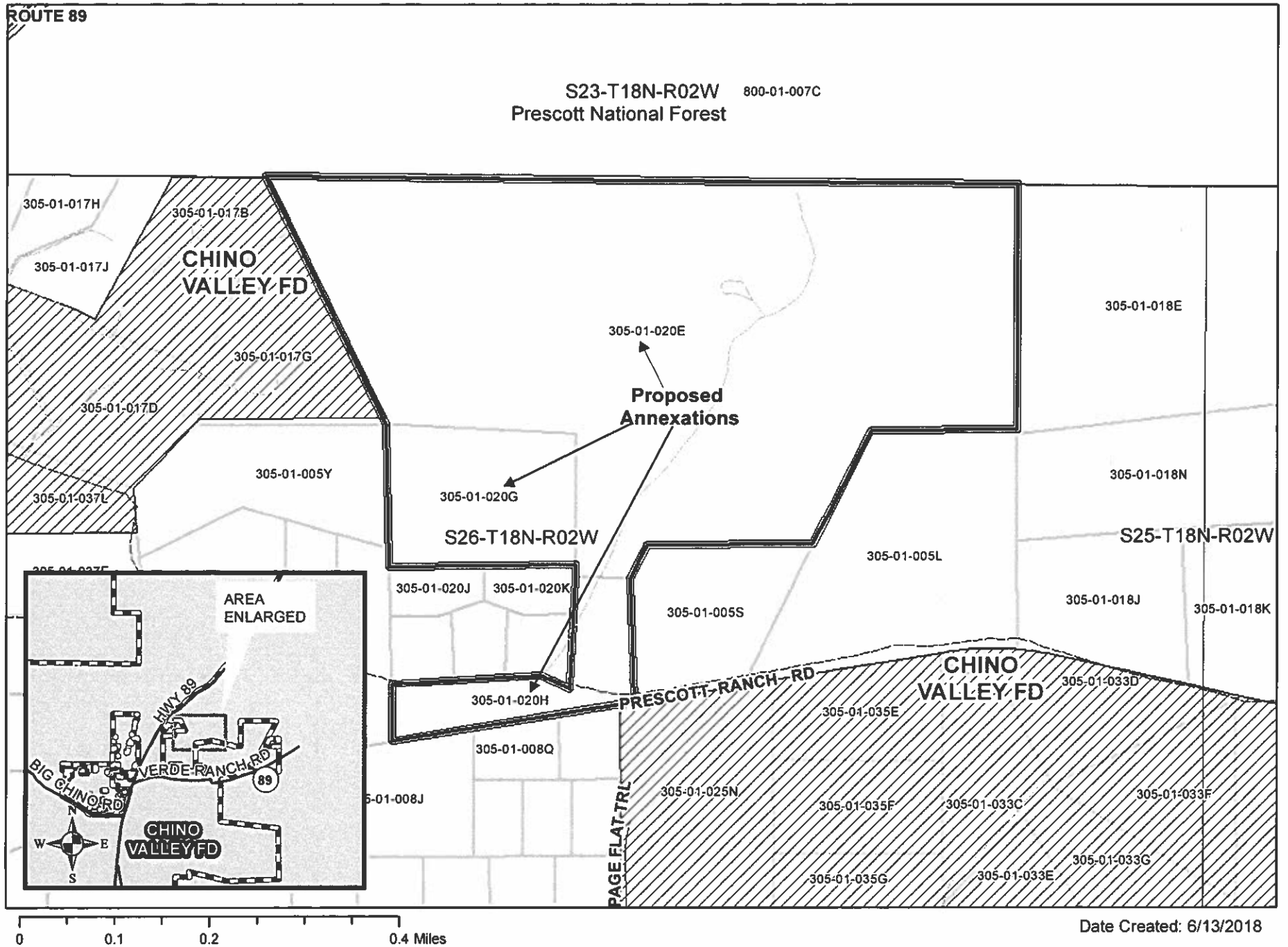


**THENCE South 83 degrees, 21 minutes, 29 seconds West, a distance of 244.36 feet;  
THENCE South 89 degrees, 25 minutes, 35 seconds West, a distance of 308.14 feet  
THENCE South 89 degrees, 35 minutes, 32 seconds West a distance of 104.61 feet;  
THENCE North 02 degrees, 17 minutes, 37 seconds West, a distance of 530.12 feet to the  
POINT OF BEGINNING.**

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

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

# EXHIBIT B



Date: 11 JUN 2018

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

Dear Chairman,

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

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

Parcel # 305-01-020EG Section/Township/Range S 26, T18 N, R2W

Physical Address: 1550 E Prescott Ranch Rd, Paulden, AZ 86334

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

Print Name ~~XXXX~~ DONATO DELEONARDUS & DARCY RINDT

Mailing Address: PO Box 37, Paulden, AZ 86334

Number of people living in this home: 2

**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 CVFD property? Yes

Date application received: 6/11/2018

Reviewed By: 

# INTERGOVERNMENTAL AGREEMENT FOR ELECTION SERVICES

**THIS INTERGOVERNMENTAL AGREEMENT FOR ELECTION SERVICES** (this “Agreement”) is entered into by and between the YAVAPAI COUNTY BOARD OF SUPERVISORS and the YAVAPAI COUNTY RECORDER (collectively the “COUNTY”) and \_\_\_\_\_, (the “JURISDICTION”).

The COUNTY and the JURISDICTION may each be referred to individually as a “Party” or “party” and collectively as the “Parties or “parties.”

**WHEREAS**, pursuant to A.R.S. §§11-952, 15-302(A)(7) and (A)(8), 16-205(C), 16-225, or 16-408(D), the governing body of any election district authorized to conduct an election may enter into an agreement with a County Board of Supervisors and County Recorder for election services with the contracted cost of such election to be a charge against the election district; and

**WHEREAS**, the COUNTY is willing to provide election services to election districts wishing to conduct vote-by-mail elections, but, with the exception of state primary and general elections, will not provide election services to districts wishing to conduct vote center elections unless a vote center election is expressly required by state or federal statute; and

**WHEREAS**, the JURISDICTION wishes to enter into an agreement with the COUNTY for the provision of elections services subject to the terms and conditions set forth herein,

## **NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

- 1. Provision of Election Services.** The COUNTY hereby agrees to provide election services to the JURISDICTION for all consolidated election dates set forth by A.R.S. §16-204 during the effective term of this Agreement. This Agreement shall apply to all categories of elections including, but not limited to, primary, general, and special elections. Services to be provided by the COUNTY, and those that remain the responsibility of the JURISDICTION, are set forth in the Elections Task Schedule attached to this Agreement as Exhibit 1.
- 2. Limitation on Eligible Elections.** It is understood and agreed that the services to be provided pursuant to this Agreement shall be provided exclusively for vote-by-mail elections with the exception of state primary and general elections and elections expressly required by state or federal statute to be conducted at vote centers. It shall be the responsibility of the JURISDICTION to establish the legal basis for a requirement that an election is required by state or federal statute to be conducted at vote centers. The COUNTY may, in its sole discretion, decline to provide services for any election that it concludes is not required to be conducted at vote centers. The COUNTY will not provide services for exclusively vote-by-mail elections during the state primary and general elections, or any special election called by the legislature, which requires vote centers.
- 3. Cancellation of certain elections.** As provided in A.R.S. §16-410, if the number of candidates is less than or equal to the number to be elected, the Yavapai County Board of Supervisors may cancel the election for the position and appoint the person(s) who filed the nominating petition/paper to fill the position(s). The COUNTY shall place all such races on a Yavapai County Board of Supervisors agenda for approval of cancellation unless written notice is received by the County Officer in Charge of Elections on or before 90 days before the election.

#### 4. Compensation.

- a. **Fees.** The JURISDICTION shall compensate the COUNTY for election services provided pursuant to this Agreement in accordance with the fees set forth in the most current fiscal year Election/Voter Registration section of the Yavapai County Special Districts Fee Schedule (the “fee schedule”) posted online at [www.yavapai.us/sd/](http://www.yavapai.us/sd/). The fee schedule is for base services only. Any additional services required by the JURISDICTION will result in additional charges. Additional services include, but are not limited to, the following: court preparation, court appearances, supplemental mailings, recounts, or any service which will cause the COUNTY to incur increased costs or expenses. In the event that additional services are requested, the JURISDICTION should refer to unit and hourly pricing information as set forth on the fee schedule. The COUNTY reserves the right to adjust election service fees annually or otherwise at any time during the effective term of this Agreement notice of which will be posted on the COUNTY’s website. Revised fee schedules will supersede prior fee schedules and be incorporated into this Agreement at the time of revision.
- b. **Late Fees.** Payment in full for all costs associated with the provision of services pursuant to this Agreement shall be made no later than 30 days following the date of the election. In the event that the required payment is not made by the due date deadline specified herein, the COUNTY shall impose a late charge of 2% of the unpaid balance for each 30-day period or portion thereof following the specified deadline for which any portion of the required payment, including unpaid late charges, remains unpaid.
- c. **Termination.** Failure to make payments as required by this Section shall be deemed a material breach of this Agreement and shall be grounds for termination of this Agreement pursuant to Section 8 of this Agreement.

#### 5. Discounts. The COUNTY has established a discounted fee rate for JURISDICTIONS that provide assistance, meeting sites free of charge or rent, or other services for COUNTY-administered elections.

☐ The JURISDICTION has elected to decline to receive discounted rates.

☐ The JURISDICTION has elected to receive these discounted rates subject to the terms and conditions set forth herein and will provide the service indicated below.

- a. **Services the JURISDICTION Will Provide.** The JURISDICTION and the COUNTY agree that the following two checked services will be provided by the JURISDICTION as consideration for the COUNTY’s provision of election services at the discounted rates as set forth in the Special Districts Fee Schedule posted online at [www.yavapai.us/sd/](http://www.yavapai.us/sd/).

**JURISDICTION**

will provide  
(check 2)

**Services**

- ☐ The JURISDICTION agrees to serve as a ballot drop-off site for any election that the COUNTY requests. In order to provide this service, it must be mutually agreed that the JURISDICTION currently has or could potentially have an outside ballot drop box on its property as supplied by the COUNTY. By checking this box, the JURISDICTION agrees to all duties as outlined in Exhibit 2.
- ☐ The JURISDICTION agrees to provide one vote center or training site at no charge for any statewide or countywide election cycle. Vote centers and training sites are subject to review by the COUNTY.
- ☐ The JURISDICTION agrees to provide a second vote center or training site at no charge for any statewide or countywide election cycle. Vote centers and training sites are subject to review by the COUNTY.
- ☐ The JURISDICTION agrees to provide three poll workers for the Primary Election and three poll workers for the General election. A poll worker must be a registered voter in Yavapai County and be able to perform any of the following duties: voter check-in, ballot distribution, voter assistance, equipment setup, and/or poll worker supervision. Such workers will be trusted employees of the JURISDICTION who are eligible to serve as poll workers. Poll workers will receive from the COUNTY the normal compensation for the position worked.
- ☐ The JURISDICTION agrees to provide one Election Day Technician (EDT) for the Primary Election and one EDT for the General Election. An EDT must be a registered voter in Yavapai County and be able to provide information technology support to poll workers. Such workers will be trusted employees of the JURISDICTION who are eligible to serve as EDTs. EDTs will receive from the COUNTY the normal compensation for the position worked.

- b. Advance Notice.** The COUNTY hereby agrees to provide the JURISDICTION with at least 30 days notice of any election where the services agreed to above are required.
- c. Discounted Fee Rates; Adjustment of Fees.** The COUNTY hereby agrees to provide election services to the JURISDICTION at the discounted fee rate for all consolidated election dates during the effective term of this Agreement. This Agreement shall apply to all categories of elections including, but not limited to primaries, generals, and special elections. The COUNTY reserves the right to adjust election service fees and discounts annually or otherwise at any time during the effective term of this Agreement notice of which will be posted on the COUNTY's website. Revised schedules will supersede prior schedules and be incorporated into the Election Services Agreement in effect at the time of revision. Failure by the JURISDICTION to provide the agreed-upon services selected under this Agreement shall result in the discounted fee rate being null and void.

6. **Conduct of Elections.** While the COUNTY will use its best efforts to provide election services pursuant to this Agreement in a capable and competent manner, it shall ultimately be the responsibility of the JURISDICTION to confirm that all legal requirements have been met and that all other activities related to a given election are carried out as required. Upon request, the COUNTY will provide to the JURISDICTION, in advance, all forms, schedules, documents, and other information pertaining to each election conducted pursuant to this Agreement for the JURISDICTION's review and approval. The JURISDICTION may provide to the COUNTY all informational materials or other election-related documents generated by the JURISDICTION for review by the COUNTY prior to the distribution of such materials or documents.
7. **Term of Agreement.** The initial term of this Agreement shall expire on December 31, 2019. Thereafter, this Agreement shall be automatically renewed for successive one-year terms and shall continue in full force and effect until terminated as provided herein.
8. **Termination**
  - a. **Unilateral Termination.** This Agreement may be terminated by either Party upon 30 days written notice to the other Party of intent to terminate and specifying the termination date, provided, however, that this Agreement may not be unilaterally terminated by either party within 90 days of the date of an election for which the COUNTY would otherwise be providing services pursuant to this Agreement. Any termination of this Agreement shall not relieve the JURISDICTION of its responsibility for costs incurred prior to the effective date of the termination.
  - b. **Termination by Mutual Agreement.** This Agreement may be terminated at any time by mutual agreement of the Parties.
  - c. **Termination for Breach.** In the event of a breach of any term or condition of this agreement, the Party claiming breach shall provide written notice to the other Party specifying the factual basis for the claim that a breach has occurred. If the breach is not remedied within fifteen (15) days after notice is mailed to the Breaching Party at the address provided herein, the Non-breaching Party may terminate this Agreement without further notice.
9. **Conflict of Interest.** This Agreement is subject to the cancellation provisions of A.R.S. §38-511, the pertinent provisions of which are incorporated into this Agreement by reference.
10. **Non-appropriation of Funds.** The parties recognize and acknowledge that the COUNTY and the JURISDICTION are governmental entities and this Agreement's validity is based upon the availability of public funding. In the event public funds are not appropriated for the performance of either or both parties' obligations under this Agreement, then the COUNTY or the JURISDICTION, as appropriate, shall notify the other party in writing of any such non-allocation of funds at the earliest possible date, and this Agreement shall automatically expire without penalty to either party. If the COUNTY's or the JURISDICTION's allocation of funds are reduced, then the scope of this Agreement may be reduced, if appropriate, or this Agreement may be cancelled without further duty or obligation.

**11. Non-Discrimination.** The Parties shall comply with the Office of the Arizona Governor Executive Order 2009-09, which mandates that all persons, regardless of race, color, religion, sex, age, national origin or political affiliation, shall have equal access to employment opportunities, and all other applicable State and Federal employment laws, rules and regulations, including the Americans with Disabilities Act. The Parties shall take affirmative action to ensure that applicants for employment and employees are not discriminated against due to race, creed, color, religion, sex, national origin, or disability.

**12. E-Verify; Government Procurement.** The Parties hereby warrant that they will, at all times during the term of this Agreement, comply with all federal immigration laws applicable to the employment of their respective employees and with the requirements of A.R.S. §§ 23-214 and 41-4401 (together the “state and federal immigration laws”). A breach of the foregoing warranty shall be deemed a material breach of this Agreement and the party who breaches may be subject to penalties up to and including termination of this Agreement.

The Parties further agree to ensure that each subcontractor that performs any work under this Agreement likewise complies with the state and federal immigration laws at all times during the term of this Agreement.

The Parties retain the legal right to inspect the papers of any contractor or subcontractor in order to verify such party’s compliance with the state and federal immigration laws.

**13. Workers’ Compensation.** For purposes of workers’ compensation, an employee of a party to this Agreement, who works under the jurisdiction or control of, or who works within the jurisdictional boundaries of another party pursuant to this specific intergovernmental agreement, is deemed to be an employee of both the party who is his primary employer and the party under whose jurisdiction or control or within whose jurisdictional boundaries he is then working, as provided in A.R.S. §23-1022(D). The primary employer party of such employee shall be solely liable for payment of workers’ compensation benefits for the purposes of this section. Each party herein shall comply with the provisions of A.R.S. §23-1022(E) by posting the public notice required.

**14. Indemnification.** To the fullest extent permitted by law, each Party (as “Indemnitor”) agrees to indemnify, defend, and hold harmless the other Party, its departments, officers, officials, agents, and employees (collectively “Indemnitee”) without limitation from and against any and all claims, damages, losses, liabilities, fees, fines, costs, or expenses (including, but not limited to, attorney fees, court costs, and cost of appellate proceedings) relating to, arising from, resulting from or alleged to have arisen from or resulted from this Agreement. Indemnitor’s duty to defend, indemnify, and hold harmless Indemnitee shall arise in connection with any and all claims, damages, losses, liabilities, fees, fines, or expenses, that are attributable to bodily injury, personal injury, sickness, disease, death, or damage to, or destruction of tangible or intangible property including the loss of use therefrom caused in whole or in part by any act, error, mistake or omission of Indemnitor, its departments, officers, officials, employees, agents, vendors, subcontractors or anyone for whose acts Indemnitor may be liable. Indemnitor agrees to waive all rights of subrogation against Indemnitee. The obligations under this Paragraph shall survive the termination of this Agreement.



- 15. Property Disposition Clause.** The parties do not anticipate the joint acquisition of property attributable to the exercise of each party's duties and obligations pursuant to this Agreement. Any property acquired during the term of this Agreement shall be returned to the purchasing party no more than thirty (30) calendar days from the effective date of termination of this Agreement.
- 16. Insurance.** The parties shall maintain appropriate insurance. Certificates of Insurance shall be provided to a party upon request.
- 17. Governing Law.** This Agreement shall in all respects be interpreted and construed in accordance with and governed by the laws of the State of Arizona. Any changes in governing laws, rules, and regulations that do not materially affect this Agreement will apply during the term of this Agreement and will not require an amendment.
- 18. Material Change in Law or Regulation.** In the event of adoption of legislation, regulations, or instructions or the initiation of an enforcement action by a governmental agency, any of which materially affects the legality of this Agreement or the relationship among the parties hereto, either party may propose amendments to this Agreement to bring this Agreement into conformity with such laws. If the parties are unable to reach agreement on the renegotiation of this Agreement within thirty (30) days of the initiation of negotiations, then either party may terminate this Agreement upon written notice to the other party.
- 19. Compliance with Law.** The parties shall comply with all applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities in performing this Agreement, including environmental laws.
- 20. Alternative Dispute Resolution.** Pursuant to A.R.S. § 12-1518, disputes under this Agreement may be resolved through the use of arbitration.
- 21. Waiver of Jury Trial.** The parties hereby waive their respective rights to trial by jury in any action or proceeding arising out of this Agreement.
- 22. Notices/Contact Information.** Communications regarding services provided pursuant to this Agreement shall be directed to the following:

**COUNTY:**

Lynn Constabile

Yavapai County Elections Director

1015 Fair Street, Room 228

Prescott, AZ 86305

Phone: (928) 771-3250

E-mail: [web.elections@yavapai.us](mailto:web.elections@yavapai.us)**JURISDICTION:**

Contact: \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

All notices under this Agreement must be in writing and sent to the appropriate person. Notices will be deemed properly given if sent by personal delivery or certified U.S. mail, postage prepaid, return receipt requested. The COUNTY and the JURISDICTION shall each have right from time to time to change the place notice is to be given under this paragraph by written notice thereof to the other Party. Notice is effective on the date of actual receipt or three days after the date of mailing, whichever is earlier.

- 23. Implied Contract Terms.** Each provision of law and any terms required by law to be in this Agreement are a part of this Agreement as if fully stated herein.
- 24. Relationship of Parties.** Nothing contained in this Agreement shall be deemed or construed as creating a joint venture, partnership, agency, employment or fiduciary relationship between the parties. The Parties' employees shall not be considered employees of the other Party, and neither Party's personnel will, by virtue of this Agreement, be entitled or eligible, by reason of this Agreement, to participate in any benefits or privileges given or extended by the other Party to its employees.
- 25. Third Parties.** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against the COUNTY or the JURISDICTION. This Agreement is not intended to benefit any third party.
- 26. Assignment.** No party to this Agreement may assign any of its rights or responsibilities under this Agreement, either voluntarily or involuntarily, whether by merger, consolidation, dissolution, operation of law, or any other manner, except with the prior written consent of the other parties. No party may delegate any performance under this Agreement, except with the prior written consent of the other parties. Any purported assignment of rights or delegation of performance in violation of this paragraph is void.
- 27. Severability/Unenforceable Provisions.** In the event that any of the provisions of this Agreement are held to be unenforceable or invalid, the validity and enforceability of the remaining provisions shall not be affected and effect shall be given to the intent manifested by the provisions held enforceable and valid. If any of the provisions of this Agreement are inapplicable to a person or circumstance, the same provisions shall remain applicable to all other persons and circumstances.
- 28. Parol Evidence.** This Agreement is intended by the parties as a final and complete expression of their agreement. No course of prior dealings between the parties and no usage of the trade shall supplement or explain any terms used in this Agreement.
- 29. Waiver.** A party's failure or neglect to enforce any term, covenant, condition, right, or duty in this Agreement does not constitute a waiver of any term, covenant condition, right, or duty, nor is it deemed to be a waiver of that party's rights or remedies under this Agreement. A waiver or extension is only effective if it is in writing and signed by the party granting it. No single or partial exercise of any right or remedy will preclude any other or further exercise of any right or remedy. One or more waivers by a party of any term, covenant, condition, right, or duty in this Agreement shall not be construed as a waiver of a subsequent default or breach of the same covenant, term, condition, right, or duty.

- 30. Headings and Construction of Agreement.** In construing this Agreement, all headings and titles are for the convenience of the parties and for organizational purposes only and shall not be considered in interpreting the meaning of any provision in this Agreement or considered a part of this Agreement. Whenever required by the context, each number shall include the plural, each gender shall include all genders, and unless the context otherwise requires, the word "person" shall include corporation, firm or association. This Agreement shall not be construed as if prepared by one of the parties, but rather according to its fair meaning as a whole, as if both parties had prepared it.
- 31. Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon, provided such signature page is attached to any other counterpart identical thereto. Each of the Parties may sign any number of copies of this Agreement. Each signed copy shall be deemed to be an original, but all of them together shall represent one and the same agreement.
- 32. Entire Agreement.** This Agreement contains the entire, integrated agreement of the parties and there are no oral agreements, understandings, or representations relied upon by the parties. This Agreement supersedes all prior negotiations, representations, or agreements, whether written or oral. Any modifications or amendments to this Agreement must be in writing and signed by all parties.
- 33. Legal Agreement.** This Agreement is an important, binding legal document, and each Party warrants it has had an opportunity to consult with an attorney about the terms set forth herein. By signing this Agreement, each person signing this Agreement represents and warrants that he or she is duly authorized and has the legal capacity to execute this Agreement and understands the meaning of all terms contained herein and agrees to their application and enforceability.
- 34. Binding Effect.** This Agreement shall not be legally binding upon either party until signed by the Yavapai County Recorder, the Yavapai County Board of Supervisors, and the JURISDICTION.

## APPROVALS

### COUNTY:

\_\_\_\_\_  
Leslie Hoffman, Yavapai County Recorder

\_\_\_\_\_  
Date

\_\_\_\_\_  
Rowle P. Simmons, Chairman  
Yavapai County Board of Supervisors

\_\_\_\_\_  
Date

### ATTEST:

\_\_\_\_\_  
Kim Kapin, Clerk of the Board  
Yavapai County Board of Supervisors

In accordance with A.R.S. § 11-952, this Agreement has been reviewed by the undersigned who has determined that it is in the appropriate form and is within the power and authority granted to the COUNTY.

\_\_\_\_\_  
Deputy Yavapai County Attorney

\_\_\_\_\_  
Date

**JURISDICTION:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

In accordance with A.R.S. § 11-952, this Agreement has been reviewed by the undersigned who has determined that it is in the appropriate form and is within the power and authority granted to the JURISDICTION.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

**Exhibit 1**

**INTERGOVERNMENTAL AGREEMENT FOR ELECTION SERVICES**  
**ELECTIONS TASK SCHEDULE**

Responsibilities for the conduct of elections pursuant to the Yavapai County Election Services Agreement are allocated as follows:

TASK	TO BE PERFORMED BY:	
	County	Jurisdiction*
If applicable, obtain pre-clearance of election changes from Department of Justice (Copy of submission to be forwarded to the COUNTY)		<b>X</b>
As required, publish/send Call of Election and/or Notice of Election		<b>X</b>
As required, publish Legal Advertising, Notices, Publicity Pamphlets, etc.		<b>X</b>
Approve final ballot proof (Required JURISDICTION signoff)		<b>X</b>
Attend and certify official Logic and Accuracy (L&A) Test		<b>X</b>
If applicable, submit agenda item to County Board of Supervisors for election cancellation	<b>X</b>	
Order ballots (Invoices will be sent directly to jurisdiction for all elections except biennial Primary and General Elections)	<b>X</b>	
If applicable, obtain vote centers, and hire and train poll workers	<b>X</b>	
Publish Logic & Accuracy Test notice	<b>X</b>	
Perform Logic & Accuracy Test	<b>X</b>	
Mail Vote-by-Mail Ballots and Early Ballots	<b>X</b>	
Process ballots which includes testing, tabulation, and audit	<b>X</b>	
Perform signature verification on ballot affidavits and provisional ballots	<b>X</b>	
Administer Hand Count Audit, post-election L&A testing and all other audits	<b>X</b>	

*\* For a countywide election, the JURISDICTION is only responsible for its portion.*

PERFORMANCE OF TASKS AS OUTLINED ABOVE MAY HAVE SIGNIFICANT IMPACTS ON THE CONDUCT OF AN ELECTION AND MAY HAVE SIGNIFICANT LEGAL CONSEQUENCES AS WELL. PARTICIPATING JURISDICTIONS ARE ADVISED TO:

1. CAREFULLY REVIEW THE ALLOCATION OF TASKS AND TO DIRECT ANY QUESTIONS TO THE COUNTY CONTACT.
2. MAINTAIN CLOSE CONTACT WITH THE YAVAPAI COUNTY ELECTIONS DEPARTMENT PRIOR TO, DURING, AND AFTER ELECTIONS.
3. REFER ANY QUESTIONS REGARDING ELECTION-RELATED LEGAL ISSUES TO THE JURISDICTION'S LEGAL COUNSEL.

**Exhibit 2****INTERGOVERNMENTAL AGREEMENT FOR ELECTION SERVICES  
BALLOT DROP BOXES**

JURISDICTIONS who are provided with COUNTY ballot drop boxes hereby agree to the following additional responsibilities:

1. The COUNTY will issue ballot drop box keys to the JURISDICTION. Ballot drop box keys only open the portion of the ballot drop box to allow voters to place ballots in the ballot drop box and do not allow the JURISDICTION access to or the ability to review or retrieve ballots. Ballot drop box keys remain COUNTY property and must not be duplicated. The JURISDICTION agrees to keep ballot drop box keys in a secure location and allow only authorized staff or COUNTY-designated employees access to the ballot drop box keys.
2. The JURISDICTION shall “open” all COUNTY ballot drop boxes on the first day of early voting as instructed by the COUNTY, depending on the specific election.
3. The JURISDICTION shall maintain all COUNTY ballot drop boxes and periodically check them throughout the early voting period and on election night at 7 p.m.
4. The JURISDICTION shall promptly notify the COUNTY if a ballot drop box is at risk of becoming full and a ballot pickup needs to be scheduled.
5. The JURISDICTION shall “close” and secure all COUNTY ballot drop boxes from accepting any more ballots promptly at 7:00 p.m. on election night.
6. The JURISDICTION may be instructed to call the COUNTY on election night, depending on the specific election.
7. The JURISDICTION shall promptly report to the COUNTY any misuse, damage, and/or graffiti to the COUNTY ballot drop box.
8. The JURISDICTION shall provide written, advance notice to the COUNTY of any additional uses of the COUNTY ballot drop boxes.