

Apache Junction Fire District

Board of Directors

January 16, 2013



U. J. [Redacted], Board Chairman
Mr. O. [Redacted], Board # [Redacted]
Mr. K. [Redacted], Board Director
Mr. # [Redacted] 7, Board Director
Mrs. Barbara Cobb, Board Director

Apache Junction Fire District Governing Board Meeting Agenda

PURSUANT TO A.R.S. 38.431.02

Notice is hereby given to the general public that the Apache Junction Fire District Governing Board will hold a meeting on Wednesday, January 16, 2013. The meeting will be held at the Apache Junction Fire District's administrative office, located at 565 N. Idaho Road, Apache Junction, Arizona. The meeting will be open to the public and will begin at 5:30 p.m. local time.

AGENDA:

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call

The following agenda items are scheduled for discussion at the board meeting. The governing board may or may not decide to take action on any or all items. The order of the agenda items may or may not be taken in the order listed.

1. Review and approval of the board meeting minutes from December 19, 2012 (BOD #2013-01-01)
2. Review and approval of the December 2012 financial reports (BOD #2013-01-02)
3. Recognition of employee performance and/or achievements (BOD #2013-01-03)
4. Call to the Public.
A.R.S. §38-431.01(H) 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.
Scheduled: none scheduled
5. Consideration and possible approval of all consent agenda items listed below: (BOD #2013-01-04)
 - a) Approval of an updated lease agreement with Southwest Ambulance for crew quarters and associated facility space at AJFD Fire Station 264
6. Discussion and possible approval of the Fire District's Financial Statements and Independent Auditor's Report for the fiscal year ending June 30, 2012, as required by Arizona Revised Statutes §48-253, and as submitted by Anthony Lorenzo, CPA (BOD #2013-01-05)

7. Discussion and possible action regarding the purchase and installation of an integrated sound and multi-media system for use in the board room (BOD #2013-01-06)
8. Review, discussion and possible action regarding the AJFD Governing Board By-Laws (BOD #2013-01-07)
9. Discussion and possible action regarding the approval and adoption of a planning calendar and process for the Fiscal Year 2013/2014 AJFD Revenue and Expenditure Budget (BOD# 2013-01-08)
10. Chief's Report (BOD# 2013-01-09)
11. Announcements (BOD# 2013-01-n/a)
12. Adjourn (BOD# 2013-01-10)

NOTICE: The governing board may go into executive session for the purpose of obtaining legal advice from the fire district's attorney(s) on any of the above agenda items pursuant to A.R.S. 38-431.03(A)(3).

One or more members of the governing board may attend the meeting telephonically.

Governing board meeting agenda dated and posted (at least 24 hours before the scheduled meeting date and time):

On: January 10, 2013

At: 1800 hours

By: Rachel Krause

Governing Board Meeting – January 16, 2013

Agenda Item: 1

BOD#: 2013-01-01

Agenda Item Title: Review and approval of the board meeting minutes from December 19, 2012

Submitted By: Executive Administrative Assistant Jasmin Jones

Background / Discussion: The board meeting minutes of the previous meeting(s) are provided for Board review, comment, and approval. After approval, minutes are signed by the Board and kept as the official public record.

Recommended Motion: *“Motion to approve the December 19, 2012 board meeting minutes”*

Financial Impact(s)/ Budget Line Item: None

Enclosed: 12/19/12 board meeting minutes



Apache Junction Fire District

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www.ajfire.org



Governing Board Meeting Minutes December 19, 2012

PURSUANT TO A.R.S. § 38.431.02, NOTICE IS HEREBY GIVEN TO THE GENERAL PUBLIC THAT THE APACHE JUNCTION FIRE DISTRICT GOVERNING BOARD OF DIRECTORS HELD A MEETING ON WEDNESDAY, DECEMBER 19, 2012. THE MEETING WAS HELD AT THE APACHE JUNCTION FIRE DISTRICT'S ADMINISTRATION OFFICE, 565 N. IDAHO ROAD, APACHE JUNCTION, ARIZONA. THIS MEETING WAS OPEN TO THE GENERAL PUBLIC AND BEGAN AT 5:33 P.M.

The following agenda items were considered at the meeting:

- A. The meeting of the Apache Junction Fire District (AJFD) board was called to order at 5:33 p.m. by Chairman Cross.
- B. The Pledge of Allegiance was led by Chairman Cross.
- C. Roll Call showed Board Chairman Jeff Cross, Director Linda Shank, Director Todd House, Director Charlie Fox and Director Barbara Cobb present.
Legal Counsel Donna Aversa, Fire Chief Paul Bourgeois, Deputy Chief David Montgomery, HR Manager Alonzo Strange, and Executive Administrative Assistant Jasmin Jones were also present for the meeting.

Item 1: *Discussion and possible action to elect the Governing Board Chair and Board Clerk (BOD# 2012-12-01)*

Motion by Director Fox to nominate Director Todd House to serve as the Board Chairman. Seconded by Director Cobb. Vote 4 ayes, 1 nay (Director Shank). Motion passed.

Motion by Chairman House to nominate Director Shank to serve as Board Clerk. Seconded by Director Cobb. Vote 5 ayes, 0 nays. Motion passed.

Item 2: *Review and approval of the November 21, 2012 regular board meeting minutes (BOD #2012-12-02)*

Motion by Director Cross to approve the November 21, 2012 regular board meeting minutes. Seconded by Clerk Shank. Vote 5 ayes, 0 nays. Motion passed.

Item 3: *Review and approval of the November 2012 financial reports (BOD# 2012-12-03)*

Motion by Director Cross to approve the November 2012 financial reports. Seconded by Clerk Shank. Vote 5 ayes, 0 nays. Motion passed.

Item 4: *Chairman House read the list of Service Anniversaries for this month:*

- Fire Captain Jack Hafer, 21 years of service

Chief Bourgeois presented the following individuals their Service Awards for 20 years of honorable service with the AJFD this month:

- Deputy Fire Marshal John Suniga, 20 years of service
- Fire Captain Doug Taylor, 20 years of service

Chief Bourgeois recognized the following individuals:

- Tina Gerola was appointed by her peers state-wide to serve on the Drowning Prevention Coalition of Arizona (DPCA) Advisory Council. DPCA is a community based organization comprised of parents, health and safety professionals, business leaders, and concerned citizens. The Council exists to provide a forum to further the prevention of drowning, near drowning, and water-related incidents through the promotion of education, legislative action, awareness, and enhanced product safety.
- July Miller-Lane competed in Jon Lindsay's Muscle Contest 2012 Excalibur Women's Physique competition, and won first place. July will now move on to a national competition where she will be able to achieve her lifelong goal of becoming a professional body-builder.
- George Nasello was introduced to our Governing Board. George is our new Mechanic I, working directly for Vaughn Croshaw, Shop Supervisor.

Item 5: *Call to the Public*

Judy Novalsky – would like to see microphones installed in the board room for audience members who cannot hear the Board Members speak. Chief Bourgeois informed Mrs. Novalsky that he currently had Staff working on quotes to install the board room with multi-media equipment which would include microphones.

Item 6: *Consider all consent agenda items listed below: (BOD# 2012-12-05)*

- a) *Ratification of emergency expenditure for costs related to the replacement of a commercial grade oven/range for fire station 263 on November 27, 2012 (on consent)*
- b) *Review and final approval of the purchase of miscellaneous tools and equipment for placement on the new Platform Aerial apparatus. (on consent)*

Motion by Director Fox to approve consent agenda items as noted for December 19, 2012. Seconded by Clerk Shank. Vote 5 ayes, 0 nays. Motion passed.

Item 7: *Discussion and possible approval of Resolution 2012-09, naming the persons authorized to sign Fire District warrants for fiscal year 2012/2013 (BOD# 2012-12-06)*

Motion by Clerk Shank to approve Resolution 2012-09, naming the persons authorized to sign Fire District warrants as: Todd House, Jeff Cross, Linda Shank, Barbara Cobb, Charlie Fox, and Paul Bourgeois for fiscal year 2012/2013. Seconded by Director Fox. Vote 5 ayes, 0 nays. Motion passed.

Item 8: *Discussion and possible action regarding conflict of interest or potential conflict of interest of Governing Board members (BOD# 2012-12-07)*

Ms. Aversa stated each election cycle it is appropriate to fill out a new Conflict of Interest Form, to keep with the direction of the AJFD Board of being transparent to our citizens. She further explained it is better to disclose information than not to, for instance Director Cross had previously disclosed he has tenure with the Mesa Fire and Medical Department.

Director Cobb clarified that if something did come up in the future that it could be disclosed at that time, Ms. Aversa concurred.

Clerk Shank wanted it made clear that if Chairman House's elected position as the Pinal County Supervisor would become a conflict, it would be best to disclose any information now. Ms. Aversa agreed and stated that having Chairman House serve on our board and serve Pinal County as well is a unique situation and we would assess the situation as we went along. Pinal County and AJFD are separate entities, however, the county does collect taxes for our District, Ms. Aversa will remain alert of any issues that may arise.

Chairman House disclosed he was elected the Pinal County Supervisor and he is also on the board of three separate non-profit groups for no financial gain.

Director Cross disclosed again he works for Mesa Fire and Medical Department.

Clerk Shank, Director Fox, and Director Cobb had no information to disclose at this time.

Item 9: *Discussion, review, and possible action regarding the Governing Board By-Laws (BOD# 2012-12-08)*

Director Cobb requested this item to be placed on the agenda. She feels it is necessary to amend the current AJFD Governing Board By-Laws last revised in 2003. Director Cobb directed Staff to bring back three examples of neighboring fire district's governing board's by-laws to the January meeting to assist in the process of the amendment.

Item 10: *Discussion and possible action regarding Personnel Policy 103.08: Special Event Rate of Pay (BOD# 2012-12-09)*

Chief Bourgeois stated Item 10 runs concurrently with Item 11; Renaissance Contract renewal. Personnel Policy 103.08: Special Event Rate of Pay was put into effect by the former Fire Chief to place a set amount of overtime for suppression staff working the Renaissance Festival. Chief Bourgeois requested Policy 103.08 to be suspended so our policies will be more consistent for off duty events, this will be fair and consistent for all aspects including overtime, running payroll, running reports. He pointed out the new contract with the Renaissance takes in to account all aspects of expenditures (O2, medical supplies, Advil, etc.) where our older contracts have not. Chief Bourgeois summarized by saying our Playbook (Policy) Committee will be made aware of the change for their review.

Motion by Clerk Shank to suspend Personnel Policy 103.08; Special Event Rate of Pay, pending future review by the Playbook (Policy) Committee. Seconded by Director Fox. Vote 5 ayes. 0 nays. Motion passed.

Item 11: *Discussion, and possible action related to a contract with Arizona Renaissance Limited Partners for EMT and Paramedic services (BOD# 2012-12-10)*

Chief Bourgeois stated this contract is more fiscally responsible than in years past. The contract is a multi-year (two year) contract based on cost plus 25% and has verbiage that allows AJFD to charge for services that are provided to the Renaissance Festival that fall outside of the terms of the contract.

Chairman House pointed out he had confidence that going to a two year contract would be beneficial to our District.

Director Cross asked Ms. Aversa if the contract had been read by her and passed legal standards, she confirmed it had.

Motion by Director Fox to approve the contract with Arizona Renaissance Limited Partners for EMT and Paramedic services which shall be effective February 9, 2013 through March 30, 2014. Seconded by Director Cobb. 5 ayes, 0 nays. Motion passed.

Item 12: *Discussion and possible action regarding Technology Group, Human Resources, and Executive Assistant job descriptions (BOD# 2012-12-11)*

Alonzo stated he had been tasked by Chief Bourgeois to an extensive job analysis so employees were not working outside of their job classification(s). In doing so, three more staff job descriptions/positions have been clarified and revised to reflect actual duties performed. Two positions encompass the technology group: the Planning and Technology Support Administrator and the GIS/Technology Support Specialist.

The Board approved the purchase of several new software programs and hardware devices, including Target Solutions for Training, Telestaff for overtime scheduling/tracking, ImageTrend for electronic patient records (EPCR), Records Management System (RMS), and MDT/Toughbooks for apparatus and command vehicles needed for incident command.

The former Personnel Officer position, referenced in our personnel policies, was down-graded by the Board at the recommendation of the former Fire Chief, from a forty (40) hours per week to twenty (20) hours per week position entitled Human Resources Manager.

This position is an integral part of the Senior Leadership Team and is a full time position with added responsibilities for payroll and accounting. The recommended title of Human Resources Director is commonly used in national, local and industry benchmarks. Appropriate pay grade will be recommended for the FY 2013/14 budget commensurate with the completion of the District's Position Classification project.

The Executive Administrative Assistant position approved by the Board at the September 19, 2012 meeting has been benchmarked with other agencies, and it is recommended that the position be assigned to the existing pay grade 27 for Administrative Assistant.

Director Cobb asked if technology classifications were the only IT positions and assistance the District currently utilized. Alonzo clarified we do outsource IT to a company previously approved by the Board, however, with training and the utilization our own District talents it will be beneficial and help cut costs by not utilizing our outsourced IT company as frequently.

Chief Bourgeois clarified that Alonzo is currently full-time; the former Fire Chief hired him at part-time which was a liability to our District to not have HR full time within the District.

Motion by Director Cobb to approve the proposed position descriptions, titles and pay grades as submitted for the Planning and Technology Support Administrator, the GIS/Technology Specialist, and the Human Resources Director; and to re-activate and approve the pay grade 27 for the Executive Administrative Assistant. Seconded by Director Fox. 5 ayes, 0 nays. Motion passed.

Item 13: *Discussion and possible action regarding Citizen Appointment for a special project (BOD# 2012-12-12)*

Chief Bourgeois explained to the Governing Board he had directed his staff to contact Arizona State University, College of Public Administration to seek assistance with the facilitation of a community-wide Customer Service Survey. Presently, we have been unable to contact a professor and secure an intern from ASU. A customer service survey is vitally important to our District as it provides critical feedback regarding current District operations as well as the quality of the services we provide our citizens.

As Staff is preparing to move into 2013 and develop a new fiscal year budget, multi-year financial plan, 5-year strategic plan, apply for reaccreditation, and integrate several new technologies, our ability to pursue this initiative has diminished.

Chief Bourgeois stated he would like to appoint Gene Gehrt as the project leader to identify a State University with the capacity and willingness to partner with the AJFD and move the program forward. This effort may take up to eighteen months to complete.

Mr. Gehrt was in attendance and stated he is up for the task, he will take pride in assisting our District any way we need him. Chairman House stated that it is wonderful that Mr. Gehrt has the courage to step up and take on this arduous task. Director Cobb thanked Mr. Gehrt for his hard work and the assistance he will be providing.

Item 14: *Chief's Report (BOD# 2012-12-13)*

Power Point Presentation including:

- Beginning in January Chief Bourgeois, Chief Monahan, and Dr. Wilson will attend each board/council meetings to discuss the safety children in our District.
- AFDA Conference – January 17th – 19th 2013
- Board Tour / Training – January and February more information to follow
- RSV Season
- Public Education – 4th grade *Pledge to be Fire Safe* ride to school winner
- Cactus Canyon Jr. High PSA competition

- Christmas Toy Drive – AJFD Christmas Store
- AJFD Holiday PSA Series

Item 15: Announcements (BOD# 2012-12-n/a)

- PRPRS Local Pension Board Member Representative – Ryan Phillips
- Senior Leadership Team will hold a Summit on January 23, 2013 to discuss the strategic direction of our District
- Chairman House invited all to attend his swearing in as Pinal County Supervisor on January 2, 2013 at the newly remodeled court house.

Item 16: Adjourn (BOD# 2012-12-16)

Motion by Director Fox to adjourn at 6:36 p.m. Seconded by Director Cobb. Vote 5 ayes, 0 nays. Motion passed.

Board Approval:

Todd House, Chairman

Linda Shank, Clerk

Barbara Cobb, Director

Jeff Cross, Director

Charlie Fox, Director

Jasmin Jones

Governing Board Meeting – January 16, 2013

Agenda Item: 2

BOD#: 2013-01-02

Agenda Item Title: Review and approval of the December 2012 financial reports.

Submitted By: Accountant II Marie Pearce

Background/Discussion: The Fire District's accounting department staff prepares the monthly financial reports. The monthly financial reports are formatted to mirror the Fire District's annual budget document, which is adopted by the Board each June for the following fiscal year (July 1 – June 30). The financial reports provide the Board with a monthly recap of expenditures and revenues, along with year-to-date account balance information.

The budgets of general government type funds (for example, the General Fund, Capital Fund, and Special Revenue) are prepared on a cash basis method of accounting. In cash basis accounting, expenditures (including capital outlays) and revenues are recorded in the period they are actually expended or received in cash. If goods and/or services are not received by the closing of books at year-end, any encumbrance lapses.

Recommended Motion: *“Motion to approve the December 2012 financial reports.”*

Financial Impact(s)/ Budget Line Item: None

Enclosed: December 2012 financial reports

**APACHE JUNCTION FIRE DISTRICT
GENERAL FUND
CONSOLIDATED BUDGET vs. ACTUAL YTD EXPENDITURES
PERIOD ENDING DECEMBER 31, 2012**

PERIOD ENDING DECEMBER 31, 2012	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left	YTD Actual Annualized as % of Budget
ADMINISTRATIVE SERVICES						
Compensation & Benefits						
Compensation	575,445.10	42,260.55	265,513.91	309,931.19	53.86%	92.3%
Benefits	265,343.94	18,830.96	125,578.16	139,765.78	52.67%	94.7%
Operating Expenditures						
Equipment & Machinery	14,250.00	890.88	18,836.51	(4,586.51)	-32.19%	264.4%
Operating Supplies (Durables)	6,000.00	495.67	2,480.53	3,519.47	58.66%	82.7%
Parts & Supplies (Disposables)	28,100.00	2,053.28	14,995.65	13,104.35	46.63%	106.7%
Services:						
Facility	21,600.00	1,007.00	9,062.86	12,537.14	58.04%	83.9%
Operating	13,550.00	254.48	7,283.99	6,266.01	46.24%	107.5%
Professional	326,931.00	69,373.80	197,036.05	129,894.95	39.73%	120.5%
Financial	1,995,828.48	618.58	2,853.56	1,992,974.92	99.86%	0.3%
Training	46,000.00	2,445.00	28,266.95	17,733.05	38.55%	122.9%
ADMINISTRATIVE SERVICES	3,293,048.52	138,230.20	671,908.17	2,621,140.35	79.60%	40.8%
TECHNICAL SERVICES						
Compensation & Benefits						
Compensation	156,307.50	9,294.89	62,752.97	93,554.53	59.85%	80.3%
Benefits	79,993.64	4,580.25	26,121.79	53,871.85	67.35%	65.3%
Operating Expenditures						
Equipment & Machinery	4,500.00	198.00	198.00	4,302.00	95.60%	8.8%
Operating Supplies (Durables)	125,500.00	5,263.41	58,396.04	67,103.96	53.47%	93.1%
Parts & Supplies (Disposables)	151,438.33	7,700.13	52,088.79	99,349.54	65.60%	68.8%
Services:						
Facility	16,400.00	737.16	6,617.10	9,782.90	59.65%	80.7%
Operating	8,775.00	344.25	1,706.70	7,068.30	80.55%	38.9%
Professional	29,900.00	856.23	7,563.01	22,336.99	74.71%	50.6%
Training	500.00	-	280.92	219.08	43.82%	112.4%
TECHNICAL SERVICES	573,314.47	28,974.32	215,725.32	357,589.15	62.37%	75.3%
COMMUNICATION SERVICES						
Operating Expenditures						
Equipment & Machinery	-	-	-	-	0	
Operating Supplies (Durables)	-	-	-	-	0	
Parts & Supplies (Disposables)	3,500.00	-	-	3,500.00	100.00%	0.0%
Services:						
Facility	8,500.00	558.76	3,352.56	5,147.44	60.56%	78.9%
Operating	46,250.00	-	3,927.93	42,322.07	91.51%	17.0%
Professional	200,000.00	14,765.40	72,797.40	127,202.60	63.60%	72.8%
Training	-	-	-	-	0	
COMMUNICATION SERVICES	258,250.00	15,324.16	80,077.89	178,172.11	68.99%	62.0%
EMERGENCY SERVICES						
Compensation & Benefits						
Compensation	6,299,689.51	462,382.30	2,997,845.76	3,301,843.75	52.41%	95.2%
Benefits	2,667,360.30	192,456.25	1,087,568.21	1,579,792.09	59.23%	81.5%
Operating Expenditures						
Equipment & Machinery	47,500.78	-	-	47,500.78	100.00%	0.0%
Operating Supplies (Durables)	34,900.00	5,817.85	27,468.47	7,431.53	21.29%	157.4%
Parts & Supplies (Disposables)	176,050.00	6,591.98	55,151.50	120,898.50	68.67%	62.7%
Services:						
Facility	143,650.00	9,972.00	79,149.09	64,500.91	44.90%	110.2%
Operating	81,070.00	2,749.29	31,635.39	49,434.61	60.98%	78.0%
Professional	89,702.00	9,580.00	29,778.67	59,923.33	66.80%	66.4%
Training	24,620.00	-	8,079.70	16,540.30	67.18%	65.6%
EMERGENCY SERVICES	9,564,542.59	689,549.67	4,316,676.79	5,247,865.80	54.87%	90.3%
COMMUNITY SERVICES						
Compensation & Benefits						
Compensation	235,964.61	19,859.18	106,427.75	129,536.86	54.90%	90.2%
Benefits	99,414.08	10,130.98	41,711.10	57,702.98	58.04%	83.9%
Operating Expenditures						
Equipment & Machinery	1,500.00	-	873.22	626.78	41.79%	116.4%
Operating Supplies (Durables)	3,250.00	54.82	853.42	2,396.58	73.74%	52.5%
Parts & Supplies (Disposables)	9,400.00	-	4,932.49	4,467.51	47.53%	104.9%
Services:						
Operating	9,455.44	354.62	5,583.24	3,872.20	40.95%	118.1%
Professional	16,300.00	-	2,907.21	13,392.79	82.16%	35.7%
Training	7,000.00	105.00	2,705.66	4,294.34	61.35%	77.3%
COMMUNITY SERVICES	382,284.13	30,504.60	165,994.09	216,290.04	56.58%	86.8%
GRAND TOTAL OF EXPENDITURES	14,071,439.71	902,582.95	5,450,382.26	8,621,057.45	61.27%	77.5%

APACHE JUNCTION FIRE DISTRICT
Balance Sheet - Governmental Funds
December 31, 2012

	General 100	Capital Projects 200	Bond 300	Special Revenue 400	Debt Retirement Principal 500	Debt Retirement Interest 600	Totals	
ASSETS								
Current Assets								
10100	Fund Cash - General (M & O)	8,213,789.54					8,213,789.54	
10150	Payroll Account	(4,016,752.60)					(4,016,752.60)	
	PCT + Wells Fargo P/R Clearing Account	4,197,036.94					4,197,036.94	
10200	Fund Cash - Capital Projects		3,728,353.58				3,728,353.58	
10500	Fund Cash - Bond		989,687.63				989,687.63	
10400	Fund Cash - Special Revenue			30,855.09			30,855.09	
10500	Fund Cash - Debt Principal				246,663.01		246,663.01	
10600	Fund Cash - Debt Interest					75,622.36	75,622.36	
11000	Petty Cash - Accounting	100.00	-	-	-	-	100.00	
12000	Investments - US Bank	-	-	-	-	-	-	
13000	Accounts Receivable	-	-	-	-	-	-	
15000	Due From other Fund Accounts	-	-	-	-	-	-	
	Total Current Assets	\$ 4,197,136.94	\$ 3,728,353.58	\$ 989,687.63	\$ 30,855.09	\$ 246,663.01	\$ 75,622.36	\$ 9,268,318.61
LIABILITIES AND EQUITY								
Current Liabilities								
21000	Encumbrances (accrued payables)	-	-	-	-	-	-	
21050	Accounts Payable	-	-	-	-	-	-	
21250	Sales Tax Payable	20.64	582.21	-	-	-	602.85	
21300..21500	Payroll Tax Withholdings	-	-	-	-	-	-	
21600	Industrial Insurance Payable	-	-	-	-	-	-	
21650	Pre-Tax Insurance Withholding	-	-	-	-	-	-	
21665	HSA Fees (due 3rd party)	-	-	-	-	-	-	
21700	Career F.F. Employee Retirement	-	-	-	-	-	-	
21725	Civilian Employee Retirement	-	-	-	-	-	-	
21800	Pre-Tax 457 Plan	-	-	-	-	-	-	
21850	Deferred Comp. 457(b) Employer Match	-	-	-	-	-	-	
21900	Career F.F. Union Dues	-	-	-	-	-	-	
22000	Superior Court Clerk W/H	-	-	-	-	-	-	
22200	Disability Insurance - Voluntary Long Term	5.54	-	-	-	-	5.54	
22300	Life Insurance - Voluntary Supplemental	(4.42)	-	-	-	-	(4.42)	
22500	Levied Wages (due 3rd party)	-	-	-	-	-	-	
24000	AFLAC Payable	(8.90)	-	-	-	-	(8.90)	
25000	Due To other Fund Accounts	-	-	-	-	-	-	
29000	Pinal County Treasurer - Line of Credit	-	-	-	-	-	-	
	Total Current Liabilities	12.86	582.21	-	-	-	-	595.07
Equity								
31000	Fund Balance	2,583,978.13	5,974,045.87	987,385.58	33,219.81	3,090.13	35,749.28	9,617,468.80
40000..99999	Current Year Profit / Loss	1,613,145.95	(2,246,274.50)	2,302.05	(2,364.72)	243,572.88	39,873.08	(349,745.26)
	Total Liabilities and Equity	\$ 4,197,136.94	\$ 3,728,353.58	\$ 989,687.63	\$ 30,855.09	\$ 246,663.01	\$ 75,622.36	\$ 9,268,318.61

**APACHE JUNCTION FIRE DISTRICT
GENERAL FUND**

**Percentage Comparison by Activity
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Prior YTD Actual	Balance
<u>REVENUES:</u>					
Direct Taxes	9,496,924.47	652,623.70	5,667,216.68	\$ 5,527,273	\$ 3,829,707.79
Other Taxes	258,535.14	6,737.80	129,912.19	\$ 124,618	128,622.95
Charges for Services	557,910.00	21,521.57	148,371.24	\$ 88,404	409,538.76
Community Health Services	6,500.00	600.00	2,718.00	\$ 3,774	3,782.00
Other Income	42,550.00	1,298.76	10,021.70	\$ 19,683	32,528.30
Intergovernmental Income	-	-	-	\$ -	-
Other Financing Sources (Uses)	1,105,141.96	-	1,105,270.40	\$ (546,496)	(128.44)
District Property and Equipment Sales	20,000.00	-	18.00	\$ 805	19,982.00
TOTAL REVENUE	\$ 11,487,561.57	\$ 682,781.83	\$ 7,063,528.21	\$ 5,218,061	\$ 4,424,033.36
<u>EXPENDITURES:</u>					
Administration	1,251,220.04	135,166.62	640,787.66	\$ 453,052	610,432.38
Financial Services	1,995,828.48	618.58	2,853.56	\$ 1,683	1,992,974.92
Training Services	46,000.00	2,445.00	28,266.95	\$ 10,356	17,733.05
Technical Services	573,314.47	28,974.32	215,725.32	\$ 235,648	357,589.15
Communication Services	258,250.00	15,324.16	80,077.89	\$ 99,005	178,172.11
Emergency Services	9,564,542.59	689,549.67	4,316,676.79	\$ 3,678,004	5,247,865.80
Mission Readiness	-	-	-	\$ -	-
Community Services	382,284.13	30,504.60	165,994.09	\$ 136,235	216,290.04
TOTAL EXPENDITURES	\$ 14,071,439.71	\$ 902,582.95	\$ 5,450,382.26	\$ 4,613,982	\$ 8,621,057.45
NET FINANCIAL SOURCES (USES)	\$ (2,583,878.14)	\$ (219,801.12)	\$ 1,613,145.95	\$ 604,079	\$ (4,197,024.09)
Beginning Fund Balance July 1, 2012:					
Unrestricted, unassigned Fund Balance	2,583,878.13				
Total Beginning Fund Balance July 1, 2012.	<u>\$ 2,583,878.13</u>				

**APACHE JUNCTION FIRE DISTRICT
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

PERIOD ENDING DECEMBER 31, 2012	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>DIRECT TAXES</u>					
100-10-41000-10	Real & Secured Personal Property Taxes	8,179,875.21	552,278.50	4,931,156.25	3,248,718.96 39.72%
100-10-41050-10	Unsecured Pers. Prop. Taxes	944,340.17	80,644.38	524,042.81	420,297.36 44.51%
100-10-41075-10	Property Tax Corrections / Abatements	(29,000.00)	(2,104.53)	(42,614.16)	13,614.16 -46.95%
100-10-41080-10	Maricopa County Property Taxes	1,709.09	51.52	1,290.60	418.49 24.49%
100-10-41100-10	Fire District Assistance Tax	400,000.00	21,753.83	253,341.18	146,658.82 36.66%
	Total Direct Taxes:	9,496,924.47	652,623.70	5,667,216.68	3,829,707.79 40.33%
<u>Other Taxes:</u>					
100-10-41200-10	SRP Contribution	170,935.14	-	86,116.49	84,818.65 49.62%
100-10-41300-10	Insurance Premium Tax	87,600.00	6,737.80	43,795.70	43,804.30 50.00%
	TOTAL TAX REVENUE	9,755,459.61	659,361.50	5,797,128.87	3,958,330.74 40.58%
<u>CHARGES FOR SERVICES:</u>					
100-10-42000-41	Emergency Medical Service Payments (S/W)	123,600.00	-	40,383.61	83,216.39 67.33%
100-10-42025-41	EMS Leasing (S/W)	48,335.00	3,445.97	20,675.82	27,659.18 57.22%
100-10-42050-41	Other EMS Payments (S/W)	4,000.00	1,177.50	2,845.98	1,154.02 28.85%
100-10-42075-41	EMS Contracts	20,725.00	-	-	20,725.00 100.00%
100-10-42078-40	Fire Contracts	5,000.00	-	-	5,000.00 100.00%
100-10-42200-41	Miscellaneous Contracts	5,500.00	480.87	2,855.52	2,644.48 48.08%
100-10-42300-41	Insurance Payments - 1st Responder Fees	-	-	-	- 0
100-10-42600-15	Copies (Fire Reports, etc.)	250.00	-	89.74	160.26 64.10%
100-10-42700-50	Permits	16,000.00	1,675.00	5,915.00	10,085.00 63.03%
100-10-43100-40	State Land Fire Payments	309,000.00	14,542.23	72,395.12	236,604.88 76.57%
100-10-43200-20	Outside Fleet Maintenance	23,000.00	-	919.22	22,080.78 96.00%
100-10-43300-50	Intergovernmental-Plan Review Fees	2,500.00	200.00	2,291.23	208.77 8.35%
	TOTAL CHARGES FOR SERVICES	557,910.00	21,521.57	148,371.24	409,538.76 73.41%
<u>COMMUNITY HEALTH SERVICES:</u>					
100-10-43500-41	CPR Classes	3,500.00	360.00	1,280.00	2,220.00 63.43%
100-10-43520-41	First Aid Classes	2,500.00	230.00	1,000.00	1,500.00 60.00%
100-10-43540-41	AHA Revenue	500.00	10.00	438.00	62.00 12.40%
100-10-43580-41	Immunization Fees	-	-	-	- 0
	TOTAL COMMUNITY HEALTH SERVICES	6,500.00	600.00	2,718.00	3,782.00 58.18%
<u>OTHER INCOME:</u>					
100-10-45300-15	St. Fund Comp. Dividend	-	-	-	- 0
100-10-45700-10	Investment Earnings	24,000.00	1,238.76	6,492.52	17,507.48 72.95%
100-10-45800-10	COBRA Reimbursement Income	13,550.00	-	3,239.18	10,310.82 76.09%
100-10-45900-10	Other Income	5,000.00	60.00	290.00	4,710.00 94.20%
	TOTAL OTHER INCOME	42,550.00	1,298.76	10,021.70	32,528.30 76.45%
<u>INTERGOVERNMENTAL:</u>					
100-10-46700-10	Grants - State	-	-	-	- 0
	TOTAL INTERGOVERNMENTAL INCOME	-	-	-	- 0
<u>OTHER FINANCING SOURCES/USES</u>					
100-80-48020-10	Transfer In	1,105,141.96	-	1,105,270.40	(128.44) -0.01%
100-80-48100-10	Transfer Out	-	-	-	- 0
100-90-49500-10	District Equipment Sales	20,000.00	-	18.00	19,982.00 99.91%
100-90-49550-10	District Property Sales	-	-	-	- 0
	TOTAL OTHER FINANCING SOURCES/USES	1,125,141.96	-	1,105,288.40	19,853.56 1.76%
	TOTAL REVENUE AND OTHER SOURCES:	11,487,561.57	682,781.83	7,063,528.21	4,424,033.36 38.51%

Administrative Services

COMPENSATION AND BENEFITS

Wages:

100-10-50000-10	Fire Chief	148,554.72	9,323.08	70,493.16	78,061.56	52.55%
100-10-50080-10	Personnel Officer / HR Manager	73,265.24	6,035.22	34,030.44	39,234.80	53.55%
100-10-50090-10	Human Resources Generalist - Benefits & Employment	35,939.81	3,989.62	6,279.28	29,660.53	82.53%
100-10-50170-10	Planning and Research Analyst	33,732.62	3,284.88	5,132.63	28,599.99	84.78%
100-10-52090-10	Executive Administrative Assistant	36,930.31	4,000.91	6,251.43	30,678.88	83.07%
100-10-52110-10	Secretary III	36,423.65	-	39,977.64	(3,553.99)	-9.76%
100-10-52180-10	Receptionist	37,757.31	2,854.81	18,326.00	19,431.31	51.46%
100-10-52210-10	Accountant II	66,254.88	4,996.60	32,477.90	33,776.98	50.98%
100-10-52230-10	Account Clerk II	53,052.16	4,000.92	26,286.00	26,766.16	50.45%
100-10-52240-10	Account Clerk I	45,746.70	3,449.98	22,666.34	23,080.36	50.45%
		567,657.40	41,936.02	261,920.82	305,736.58	53.86%

100-10-52510-10	Cell Phone Allowance (Wages)	4,800.00	286.16	1,506.94	3,293.06	68.61%
		572,457.40	42,222.18	263,427.76	309,029.64	53.98%

Overtime Wages:

100-10-52700-10	Staff Overtime	2,443.12	38.37	2,086.15	356.97	14.61%
100-10-52965-10	COT Special Public Events	544.58	-	-	544.58	100.00%
		2,987.70	38.37	2,086.15	901.55	30.18%

Employer Benefit Costs:

100-10-53710-10	Pension (PSPRS)	25,039.14	1,575.10	10,090.61	14,948.53	59.70%
100-10-53760-10	Pension (ASRS)	48,199.66	3,655.87	21,661.57	26,538.09	55.06%
100-10-53770-10	Benefit Contributions (457b, AFLAC, HDV)	97,500.00	7,378.00	44,161.00	53,339.00	54.71%
		170,738.80	12,608.97	75,913.18	94,825.62	55.54%

Employer Costs:

100-10-53810-10	Social Security (6.2%)	26,810.86	2,189.14	12,818.30	13,992.56	52.19%
100-10-53830-10	Medicare (1.45%)	8,762.01	648.65	4,025.25	4,736.76	54.06%
100-10-53860-10	Industrial Insurance	4,463.25	651.00	2,133.00	2,330.25	52.21%
100-10-53890-10	Unemployment	1,500.00	-	-	1,500.00	100.00%
		41,536.12	3,488.79	18,976.55	22,559.57	54.31%

Employer Health Benefit Costs:

100-10-53910-10	Medical Insurance	18,367.56	1,859.56	5,835.29	12,532.27	68.23%
100-10-53920-10	Dental Insurance	838.92	92.92	332.18	506.74	60.40%
100-10-53930-10	Vision Insurance	167.76	7.01	7.21	160.55	95.70%
100-10-53940-10	Employee Assistance Program	832.32	-	338.13	494.19	59.38%
100-10-53950-10	Life Insurance	643.20	60.30	321.60	321.60	50.00%
100-10-53960-10	Cancer Insurance (Public Safety Personnel)	75.00	-	50.00	25.00	33.33%
100-10-53970-10	Short Term Disability Insurance	1,344.00	130.41	691.64	652.36	48.54%
		22,268.76	2,150.20	7,576.05	14,692.71	65.98%

Employer Benefit Liability:

100-10-53990-10	Earned Leave Annual Payment Excess	6,953.58	-	-	6,953.58	100.00%
100-10-53992-10	Earned Leave Annual Payment Excess-FICA	535.43	-	-	535.43	100.00%
100-10-53994-10	Earned Leave Ann. Payment Excess-Ind.Ins	8.09	-	-	8.09	100.00%
100-10-53997-10	Earned Leave Separation Program	22,390.12	-	22,207.37	182.75	0.82%
100-10-53998-10	Earned Leave Separation Program - FICA	324.66	-	322.01	2.65	0.82%
100-10-53999-10	Earned Leave Separation Program - Ind. Ins.	588.38	583.00	583.00	5.38	0.91%
		30,800.26	583.00	23,112.38	7,687.88	24.96%

COMPENSATION AND BENEFITS

840,789.04	61,091.51	391,092.07	449,696.97	53.49%
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OPERATING EXPENDITURES

Equipment & Machinery:

100-10-54040-15	Computer Equipment	8,000.00	890.88	10,395.31	(2,395.31)	-29.94%
100-10-54050-15	Computer Software	3,500.00	-	3,656.24	(156.24)	-4.46%
100-10-54260-25	Office Equipment	1,500.00	-	-	1,500.00	100.00%
100-10-54280-25	Office Furniture	1,250.00	-	4,784.96	(3,534.96)	-282.80%
		14,250.00	890.88	18,836.51	(4,586.51)	-32.19%

Durable Operating Supplies:

100-10-55060-15	Computer Equipment, Parts & Supplies	2,000.00	495.67	732.83	1,267.17	63.36%
100-10-55070-15	Copier Equipment, Parts & Supplies	500.00	-	-	500.00	100.00%
100-10-55420-25	Office Equipment, Parts & Supplies	2,000.00	-	566.88	1,433.12	71.66%
100-10-55550-25	Office Furniture, Parts & Supplies	1,500.00	-	1,180.82	319.18	21.28%
		6,000.00	495.67	2,480.53	3,519.47	58.66%

Parts & Supplies:

100-10-56015-55	Accreditation Supplies	100.00	-	126.55	(26.55)	-26.55%
100-10-56100-15	Ceremonial Supplies	500.00	-	49.78	450.22	90.04%
100-10-56340-25	Cleaning Supplies	1,200.00	-	246.32	953.68	79.47%
100-10-56400-15	Computer Supplies	4,000.00	-	3,046.27	953.73	23.84%
100-10-56600-25	Facility Maintenance	2,000.00	-	627.23	1,372.77	68.64%
100-10-56860-15	Food / Beverages	1,000.00	72.68	1,418.60	(418.60)	-41.86%
100-10-57080-10	Meeting Supplies	100.00	-	-	100.00	100.00%
100-10-57100-15	Office Supplies - Administrative Office	7,000.00	1,362.41	4,380.16	2,619.84	37.43%
100-10-57160-15	Paper Supplies	1,800.00	170.88	778.35	1,021.65	56.76%
100-10-57200-15	Postage	2,000.00	-	500.00	1,500.00	75.00%
100-10-57220-15	Postage Meter Supplies	200.00	-	-	200.00	100.00%
100-10-57440-15	Professional Publications / Subscriptions	2,000.00	89.00	492.00	1,508.00	75.40%
100-10-57620-15	Rewards/Recognition/Flowers Supplies	2,800.00	246.87	1,702.32	1,097.68	39.20%
100-10-58000-15	Uniforms - Civilian	2,800.00	-	1,366.48	1,433.52	51.20%
100-10-58080-15	Uniforms - Governing Board	250.00	-	-	250.00	100.00%
100-10-58100-40	Uniforms - Public Safety	350.00	111.44	261.59	88.41	25.26%
		28,100.00	2,053.28	14,995.65	13,104.35	46.63%

Facility Services:

100-10-59020-25	Electricity	9,000.00	516.44	5,380.37	3,619.63	40.22%
100-10-59040-25	Facility Projects	4,500.00	12.43	239.27	4,260.73	94.68%
100-10-59100-25	Phone Service	5,500.00	383.99	2,508.44	2,991.56	54.39%
100-10-59180-25	Sewer / Septic Service	100.00	-	-	100.00	100.00%
100-10-59200-25	Water	2,500.00	94.14	934.78	1,565.22	62.61%
		21,600.00	1,007.00	9,062.86	12,537.14	58.04%

Operating Services:

100-10-60100-30	Cellular Phones	1,500.00	77.35	818.62	681.38	45.43%
100-10-60180-15	Copier Maintenance Contract	1,000.00	-	-	1,000.00	100.00%
100-10-60240-25	Exterminating	600.00	25.00	125.00	475.00	79.17%
100-10-60310-25	Internet	1,800.00	139.95	839.70	960.30	53.35%
100-10-60320-25	Landscape Maintenance Contract	500.00	-	360.79	139.21	27.84%
100-10-60420-15	Postage Meter Rental	700.00	-	281.82	418.18	59.74%
100-10-60440-15	Postal Delivery Services	600.00	12.18	171.55	428.45	71.41%
100-10-60600-25	Security / Fire Alarm / Locks	2,000.00	-	1,085.33	914.67	45.73%
100-10-60620-15	Software Maintenance	4,500.00	-	3,601.18	898.82	19.97%
100-10-60740-25	Water & Ice (Drinking Water)	350.00	-	-	350.00	100.00%
		13,550.00	254.48	7,283.99	6,266.01	46.24%

Professional Services:

100-10-61010-55	Accreditation - Services	-	-	-	-	0
100-10-61012-55	Accreditation - Lodging	-	-	-	-	0
100-10-61014-55	Accreditation - Transportation	-	-	-	-	0
100-10-61060-10	Advertising	1,700.00	1,049.84	2,964.71	(1,264.71)	-74.39%
100-10-61100-15	Background Investigation / Credit Reporting	1,160.00	22.00	120.00	1,040.00	89.66%
100-10-61160-15	Computer Information Systems Maint. Contract	19,800.00	-	5,068.24	14,731.76	74.40%
100-10-61170-15	CIS Web Hosting/Domains/Certificates	200.00	-	-	200.00	100.00%
100-10-61180-10	Consulting / Accounting	1,000.00	-	-	1,000.00	100.00%
100-10-61190-15	Consulting / CIS Unscheduled Repairs	2,000.00	-	-	2,000.00	100.00%
100-10-61200-15	Consulting / Human Resources (CPS)	18,000.00	-	19,011.71	(1,011.71)	-5.62%
100-10-61260-10	CPA Audit Services	11,800.00	8,200.00	9,100.00	2,700.00	22.88%
100-10-61280-10	CPA Consulting Services	10,000.00	-	-	10,000.00	100.00%
100-10-61520-10	Election Expenses	23,671.00	21,335.25	21,335.25	2,335.75	9.87%
100-10-61640-15	Human Resource Systems	-	-	-	-	0
100-10-61700-10	Insurance - Automobile	39,450.00	1,859.75	4,285.35	35,164.65	89.14%
100-10-61740-10	Insurance - Package/Property/Sep Limits	27,950.00	14,188.50	27,304.62	645.38	2.31%
100-10-61750-10	Insurance - Umbrella	10,100.00	2,434.00	4,868.00	5,232.00	51.80%
100-10-61860-10	Legal Services - District	30,000.00	962.40	9,699.23	20,300.77	67.67%
100-10-61880-10	Legal Services / Pension Board	1,000.00	-	-	1,000.00	100.00%
100-10-61920-15	Medical Exams / Contract	40,000.00	5,200.00	14,740.00	25,260.00	63.15%
100-10-61960-15	Personnel - Outside Services (Temps)	80,000.00	13,825.33	74,582.05	5,417.95	6.77%
100-10-61965-25	Phone Equipment Maintenance	500.00	-	-	500.00	100.00%
100-10-62020-15	Printing/Publishing Services	3,000.00	296.73	1,527.77	1,472.23	49.07%
100-10-62060-10	Professional Organizations / Membership	5,500.00	-	2,429.12	3,070.88	55.83%
100-10-62250-10	Strategic Planning / Long-range Master Plan	100.00	-	-	100.00	100.00%
100-10-62300-15	Unemployment Services	-	-	-	-	0
		326,931.00	69,373.80	197,036.05	129,894.95	39.73%

Financial Services:

100-10-63000-10	Administrative Fees (Bonds/Leases/Pension/Ins.)	2,500.00	519.58	2,667.18	(167.18)	-6.69%
100-10-63100-15	Fees (Record/Filing/Permit/Misc.)	1,700.00	99.00	150.13	1,549.87	91.17%
100-10-63120-10	General Contingency Account	67,844.78	-	-	67,844.78	100.00%
100-10-63140-10	Interest & Finance Charges	1,475.00	-	36.25	1,438.75	97.54%
100-10-63150-10	Reserve - Financial	1,922,308.70	-	-	1,922,308.70	100.00%
		1,995,828.48	618.58	2,853.56	1,992,974.92	99.86%

Training Services:

100-10-64020-15	Administrative Training	12,000.00	2,445.00	6,679.11	5,320.89	44.34%
100-10-64040-10	Board of Directors Training	3,500.00	-	2,121.12	1,378.88	39.40%
100-10-64060-10	College Tuition Reimbursement	28,000.00	-	13,056.20	14,943.80	53.37%
100-10-64100-15	Computer Systems Training	800.00	-	774.60	25.40	3.17%
100-10-64460-15	Supervisory / Managerial Training	1,700.00	-	5,635.92	(3,935.92)	-231.52%
		46,000.00	2,445.00	28,266.95	17,733.05	38.55%

OPERATING EXPENDITURES

TOTAL ADMINISTRATIVE SERVICES

2,452,259.48	77,138.69	280,816.10	2,171,443.38	88.55%
3,293,048.52	138,230.20	671,908.17	2,621,140.35	79.60%

Technical Services

COMPENSATION AND BENEFITS

Wages:

100-20-52305-10	Fleet Supervisor	35,364.99	2,349.91	2,349.91	33,015.08	93.36%
100-20-52310-10	Fire Apparatus Fleet Mechanic II	25,192.57	2,289.10	24,150.05	1,042.52	4.14%
100-20-52320-10	Fire Apparatus Fleet Mechanic I	80,657.86	4,115.52	30,501.48	50,156.38	62.18%
100-20-52330-10	Support Service Technician	-	-	-	-	0
		141,215.42	8,754.53	57,001.44	84,213.98	59.64%

100-20-52340-10	IGA Services (Wages)	9,750.00	457.28	2,430.52	7,319.48	75.07%
100-20-52510-10	Cell Phone Allowance (Wages)	1,080.00	83.08	540.02	539.98	50.00%
		10,830.00	540.36	2,970.54	7,859.46	72.57%

Overtime Wages:

100-20-52700-10	Fleet Service Overtime	4,262.08	-	2,780.99	1,481.09	34.75%
100-20-52710-10	Facility Services Overtime	-	-	-	-	0
		4,262.08	-	2,780.99	1,481.09	34.75%

Employer Benefit Costs:

100-20-53710-10	Pension (PSPRS)	-	-	-	-	0
100-20-53760-10	Pension (ASRS)	18,153.81	1,035.46	6,990.71	11,163.10	61.49%
100-20-53770-10	Benefit Contributions (457b, AFLAC, HDV)	37,128.00	1,904.00	12,376.00	24,752.00	66.67%
		55,281.81	2,939.46	19,366.71	35,915.10	64.97%

Employer Costs:

100-20-53810-10	Soc.Sec. (6.2%)	10,052.01	571.04	3,860.37	6,191.64	61.60%
100-20-53830-10	Medicare - 1.45%	2,431.94	133.54	902.79	1,529.15	62.88%
100-20-53860-10	Industrial Insurance	3,838.09	731.00	1,656.00	2,182.09	56.85%
100-20-53890-10	Unemployment	500.00	-	-	500.00	100.00%
		16,822.04	1,435.58	6,419.16	10,402.88	61.84%

Employer Health Benefit Costs:

100-20-53910-10	Medical Insurance	-	156.10	0.06	(0.06)	0
100-20-53920-10	Dental Insurance	-	5.80	0.04	(0.04)	0
100-20-53930-10	Vision Insurance	-	1.78	(0.06)	0.06	0
100-20-53940-10	Employee Assistance Program	208.08	-	86.70	121.38	58.33%
100-20-53950-10	Life Insurance	160.80	13.40	80.40	80.40	50.00%
100-20-53960-10	Cancer Insurance (Public Safety Personnel)	-	-	-	-	0
100-20-53970-10	Short Term Disability Insurance	342.00	28.13	168.78	173.22	50.65%
		710.88	205.21	335.92	374.96	52.75%

Employer Benefit Liability:

100-20-53990-10	Earned Leave Annual Payment Excess	6,506.89	-	-	6,506.89	100.00%
100-20-53992-10	Earned Leave Annual Payment Excess-FICA	501.03	-	-	501.03	100.00%
100-20-53994-10	Earned Leave Ann. Payment Excess-Ind.Ins	170.99	-	-	170.99	100.00%
100-20-53997-10	Earned Leave Separation Program	-	-	-	-	0
100-20-53998-10	Earned Leave Separation Program - FICA	-	-	-	-	0
100-20-53999-10	Earned Leave Separation Program - Ind. Ins.	-	-	-	-	0
		7,178.91	-	-	7,178.91	100.00%

COMPENSATION AND BENEFITS

236,301.14	13,875.14	88,874.76	147,426.38	62.39%
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OPERATING EXPENDITURES

Equipment & Machinery:

100-20-54040-15	Computer Equipment	-	-	-	-	0
100-20-54050-15	Computer Software	500.00	198.00	198.00	302.00	60.40%
100-20-54240-20	Mechanical Tools and Equipment	2,000.00	-	-	2,000.00	100.00%
100-20-54280-25	Office Furniture	-	-	-	-	0
100-20-54360-42	Safety Equipment	500.00	-	-	500.00	100.00%
100-20-54400-47	SCBA Air Bottles	-	-	-	-	0
100-20-54420-47	SCBA Air Masks	1,500.00	-	-	1,500.00	100.00%
100-20-54440-47	SCBA Regulator	-	-	-	-	0
		4,500.00	198.00	198.00	4,302.00	95.60%

Durable Operating Supplies:

100-20-55040-20	Brake System Maintenance	9,000.00	180.16	676.84	8,323.16	92.48%
100-20-55340-20	IGA - Parts & Supplies	10,000.00	141.08	1,946.45	8,053.55	80.54%
100-20-55341-20	IGA - Parts & Supplies for State Land	7,500.00	-	4,131.39	3,368.61	44.91%
100-20-55400-20	Mechanical Parts & Supplies	1,500.00	-	828.83	671.17	44.74%
100-20-55420-25	Office Equipment Parts & Supplies	300.00	-	-	300.00	100.00%
100-20-55470-20	Pump Systems	1,500.00	-	-	1,500.00	100.00%
100-20-55520-47	SCBA Tools & Equipment	700.00	-	-	700.00	100.00%
100-20-55540-47	SCBA Upgrade Kits	5,000.00	-	-	5,000.00	100.00%
100-20-55580-20	Tires	35,000.00	-	13,325.37	21,674.63	61.93%
100-20-55620-20	Vehicle Parts	55,000.00	4,942.17	37,487.16	17,512.84	31.84%
		125,500.00	5,263.41	58,396.04	67,103.96	53.47%

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left	
<u>Parts & Supplies:</u>						
100-20-56600-25	Facility Maintenance	1,000.00	-	-	1,000.00	100.00%
100-20-56800-20	Fluids (Antifreeze,Brake,Grease,Transm)	9,000.00	-	1,605.65	7,394.35	82.16%
100-20-56880-20	Fuel - Diesel	118,000.00	7,134.81	43,006.31	74,993.69	63.55%
100-20-56900-20	Fuel - Unleaded	10,000.00	297.41	4,693.70	5,306.30	53.06%
100-20-57060-20	Mechanical Parts & Supplies	800.00	-	126.42	673.58	84.20%
100-20-57140-20	Engine Oil	5,000.00	-	1,874.40	3,125.60	62.51%
100-20-57440-15	Professional Publications	-	-	-	-	0
100-20-57680-42	Safety Supplies	100.00	-	-	100.00	100.00%
100-20-57740-47	SCBA - Batteries	200.00	-	-	200.00	100.00%
100-20-57760-47	SCBA Parts & Supplies	4,500.00	105.50	167.47	4,332.53	96.28%
100-20-57880-20	Uniforms Accessories	500.00	-	-	500.00	100.00%
100-20-58000-20	Uniforms - Civilian	1,108.33	162.41	336.14	772.19	69.67%
100-20-58020-20	Uniforms - Class A / New Hires	480.00	-	-	480.00	100.00%
100-20-58100-40	Uniforms - Public Safety	-	-	-	-	0
100-20-58120-20	Uniforms - Tech. Services	750.00	-	278.70	471.30	62.84%
		151,438.33	7,700.13	52,088.79	99,349.54	65.60%
<u>Facility Services:</u>						
100-20-59020-25	Electricity	6,000.00	322.91	3,874.93	2,125.07	35.42%
100-20-59040-25	Facility Projects	5,000.00	-	716.02	4,283.98	85.68%
100-20-59060-25	Natural Gas	1,500.00	90.97	357.02	1,142.98	76.20%
100-20-59100-25	Phone Service	3,000.00	283.40	1,287.23	1,712.77	57.09%
100-20-59180-25	Sewer/Septic	100.00	-	-	100.00	100.00%
100-20-59200-25	Water	800.00	39.88	381.90	418.10	52.26%
		16,400.00	737.16	6,617.10	9,782.90	59.65%
<u>Operating Services:</u>						
100-20-60100-30	Cellular Phones	400.00	-	19.46	380.54	95.14%
100-20-60140-20	Compressor Maintenance	3,500.00	202.05	202.05	3,297.95	94.23%
100-20-60240-25	Exterminating	325.00	25.00	125.00	200.00	61.54%
100-20-60310-25	Internet	900.00	69.95	419.70	480.30	53.37%
100-20-60320-25	Landscape Maintenance	400.00	-	-	400.00	100.00%
100-20-60580-25	Refuse Collection	600.00	47.25	283.50	316.50	52.75%
100-20-60600-25	Security/Alarm/Fire/Fire Ext./Monitoring	750.00	-	258.50	491.50	65.53%
100-20-60700-25	Towel and Linen Supply	1,800.00	-	398.49	1,401.51	77.86%
100-20-60740-25	Drinking Water & Ice	100.00	-	-	100.00	100.00%
		8,775.00	344.25	1,706.70	7,068.30	80.55%
<u>Professional Services:</u>						
100-20-61080-20	Air Quality Testing	600.00	-	200.00	400.00	66.67%
100-20-61140-20	Body and Paint / Contract	2,000.00	-	-	2,000.00	100.00%
100-20-61420-20	Diesel Engine Repair / Contract	6,000.00	-	-	6,000.00	100.00%
100-20-61460-20	Disposal - Hazardous Waste Disposal	450.00	-	199.48	250.52	55.67%
100-20-61600-20	Front End & Alignment Repair / Contract	800.00	-	-	800.00	100.00%
100-20-61820-20	Ladder Testing & Cert. - Aerial	2,250.00	-	1,555.12	694.88	30.88%
100-20-61830-20	Ladder Testing & Cert. - Ground Ladders	1,500.00	-	889.55	610.45	40.70%
100-20-61965-25	Phone Equipment Maintenance	1,500.00	-	-	1,500.00	100.00%
100-20-62120-20	Repair & Maintenance - Equipment	400.00	-	-	400.00	100.00%
100-20-62140-20	Repair & Maintenance - Fleet	7,000.00	-	1,618.04	5,381.96	76.89%
100-20-62180-47	SCBA - Equipment Calibration	3,000.00	856.23	2,962.02	37.98	1.27%
100-20-62200-47	SCBA - Hydrostatic Testing	300.00	-	-	300.00	100.00%
100-20-62240-20	Spring and Suspension Repair	3,500.00	-	-	3,500.00	100.00%
100-20-62320-20	Uniform Maintenance - Technical Services	200.00	-	-	200.00	100.00%
100-20-62340-20	Upholstery	400.00	-	138.80	261.20	65.30%
		29,900.00	856.23	7,563.01	22,336.99	74.71%
<u>Training Services:</u>						
100-20-64470-10	Technical Services Training	500.00	-	280.92	219.08	43.82%
	OPERATING EXPENDITURES	337,013.33	15,099.18	126,850.56	210,162.77	62.36%
	TOTAL TECHNICAL SERVICES	573,314.47	28,974.32	215,725.32	357,589.15	62.37%

Communication Services

OPERATING EXPENDITURES

Parts & Supplies:

100-30-56040-30	Batteries - Electronic	3,000.00	-	-	3,000.00	100.00%
100-30-56060-30	Batteries - Thermal Imaging Camera	250.00	-	-	250.00	100.00%
100-30-56600-25	Facility Maintenance - Comm. Room	250.00	-	-	250.00	100.00%
		3,500.00	-	-	3,500.00	100.00%

Facility Services:

100-30-59040-25	Facility Projects - Comm. Room	1,500.00	-	-	1,500.00	100.00%
100-30-59080-30	Phone / E-911 Comm. Circuits	7,000.00	558.76	3,352.56	3,647.44	52.11%
		8,500.00	558.76	3,352.56	5,147.44	60.56%

Operating Services:

100-30-60020-30	800 MHZ Radio Maintenance	9,000.00	-	2,781.76	6,218.24	69.09%
100-30-60240-25	Exterminating	250.00	-	-	250.00	100.00%
100-30-60308-25	HVAC System Maintenance/Repairs	500.00	-	1,106.92	(606.92)	-121.38%
100-30-60340-30	MCT Maintenance	1,500.00	-	-	1,500.00	100.00%
100-30-60350-30	Mobile Data Operations	18,000.00	-	-	18,000.00	100.00%
100-30-60360-30	Mobile Dispatch Equip. Maint.	500.00	-	39.25	460.75	92.15%
100-30-60540-30	Radio Equipment Maintenance Contract	10,000.00	-	-	10,000.00	100.00%
100-30-60560-30	Radio Information Systems Maintenance	6,500.00	-	-	6,500.00	100.00%
		46,250.00	-	3,927.93	42,322.07	91.51%

Professional Services:

100-30-61440-30	Dispatch Services / Mesa FD	200,000.00	14,765.40	72,797.40	127,202.60	63.60%
		200,000.00	14,765.40	72,797.40	127,202.60	63.60%

TOTAL COMMUNICATION SERVICES		258,250.00	15,324.16	80,077.89	178,172.11	68.99%
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Emergency Services**COMPENSATION AND BENEFITS**Wages:

100-40-50040-10	Deputy Chiefs (2)	223,760.96	16,644.92	108,142.00	115,618.96	51.67%
100-40-51005-10	Division Chief -- Training and EMS	94,079.58	7,341.72	46,028.61	48,050.97	51.07%
100-40-51010-10	Battalion Chiefs (3)	300,966.40	21,965.46	147,952.66	153,013.74	50.84%
100-40-51020-10	Field Incident Specialists / BSO Captains (3)	256,668.68	22,393.42	128,081.22	128,587.46	50.10%
100-40-51030-10	Captains (15)	1,265,995.69	86,102.96	545,448.92	720,546.77	56.92%
100-40-51040-10	Engineers (15)	1,044,801.33	79,436.40	511,878.32	532,923.01	51.01%
100-40-51050-10	Firefighters (39)	2,325,946.15	164,150.21	1,127,406.48	1,198,539.67	51.53%
100-40-50120-10	EMS Coordinator (1)	73,134.89	-	15,329.44	57,805.45	79.04%
		5,541,675.68	398,035.09	2,630,267.65	2,955,086.03	53.32%
100-40-52015-10	Light Duty Assignment	-	3,184.94	3,636.26	(3,636.26)	0
100-40-52025-10	OTJI Benefit Plan (ER pays 1/3 of wages)	43,678.00	-	-	43,678.00	100.00%
100-40-52510-10	Cell Phone Allowance (Wages)	6,480.00	498.48	3,240.12	3,239.88	50.00%
100-40-52530-10	Battalion Chief Coverage	5,978.10	-	-	5,978.10	100.00%
		56,136.10	3,683.42	6,876.38	49,259.72	87.75%

Overtime Wages:

100-40-52540-10	FLSA (1/2 rate)	76,305.04	6,896.25	37,841.38	38,463.66	50.41%
100-40-52610-10	OOD Shift Coverage	113,526.72	-	65,389.99	48,136.73	42.40%
100-40-52630-10	OOD State Land	125,484.52	-	72,033.73	53,450.79	42.60%
100-40-52650-10	OOD Miscellaneous O.T.	1,160.62	-	784.16	376.46	32.44%
100-40-52700-10	Staff Overtime	-	-	-	-	0
100-40-52710-10	Staff Overtime - Facility Services	1,420.09	-	-	1,420.09	100.00%
100-40-52740-10	Off Duty Overtime	154,467.82	43,095.66	135,443.40	19,024.42	12.32%
100-40-52784-10	Rescue OT-R264	-	-	-	-	0
100-40-52800-10	EMS Contracts	19,568.74	-	-	19,568.74	100.00%
100-40-52810-10	Equipment Repairs & Maintenance - SCBA Overtime	1,231.84	-	226.09	1,005.75	81.65%
100-40-52820-55	Accreditation Overtime	101.09	-	-	101.09	100.00%
100-40-52860-10	Command Staff Meetings Overtime	831.03	-	255.30	575.73	69.28%
100-40-52910-10	COT - EMS Week	283.04	-	-	283.04	100.00%
100-40-52920-10	COT - Immunization Clinic	-	-	-	-	0
100-40-52925-10	COT - Lost Dutchman Days / Rodeo Standby	2,504.87	-	-	2,504.87	100.00%
100-40-52930-10	COT - PAD Program	2,747.81	-	1,354.17	1,393.64	50.72%
100-40-52940-10	COT - Public CPR Instructor	5,871.63	459.46	3,305.42	2,566.21	43.71%
100-40-52950-10	COT - Public Events Standby (EMS)	1,466.88	-	707.56	759.32	51.76%
100-40-52965-10	COT - Special Public Events (Fire Prevention/PubEd)	2,694.96	-	866.95	1,828.01	67.83%
100-40-52970-10	Community Volunteer Program (CVP) Instructor	2,334.12	-	-	2,334.12	100.00%
100-40-52980-10	Labor / Management Meetings	860.41	-	-	860.41	100.00%
100-40-52985-10	Light Duty Coverage	12,155.22	-	-	12,155.22	100.00%
		525,016.45	50,451.37	318,208.15	206,808.30	39.39%

Training Overtime Wages:

100-40-53040-10	Admin. Svc. Training	3,519.86	-	-	3,519.86	100.00%
100-40-53060-10	Capt. Conference	4,042.80	-	-	4,042.80	100.00%
100-40-53100-10	Computer / Data Systems Training	261.29	-	-	261.29	100.00%
100-40-53120-41	EMS Committees	2,022.13	-	298.68	1,723.45	85.23%
100-40-53140-41	EMS EMT	2,325.37	-	1,668.97	656.40	28.23%
100-40-53160-41	EMS P-Med CE (X30 Pers.)	22,586.88	4,673.51	7,332.88	15,254.00	67.53%
100-40-53180-41	EMS P-Med Instructor	1,239.23	-	-	1,239.23	100.00%
100-40-53200-41	EMS Training/Shift Coverage	3,248.46	-	-	3,248.46	100.00%
100-40-53210-51	Fire Investigation Training	2,041.14	-	2,328.69	(287.55)	-14.09%
100-40-53230-41	Infection Control Training	355.30	-	-	355.30	100.00%
100-40-53240-45	Promotional Testing	26,442.22	-	920.95	25,521.27	96.52%
100-40-53260-45	Quarterly Multi-Co. / Adaptive Response	31,346.52	1,434.51	13,871.97	17,474.55	55.75%
100-40-53290-47	SCBA Technician CE	705.67	452.19	452.19	253.48	35.92%
100-40-53300-45	Specialty Fire Protection	1,118.34	-	357.99	760.35	67.99%
100-40-53320-45	State Fire School	1,968.62	-	962.08	1,006.54	51.13%
100-40-53340-45	Supervisory Academy	2,505.16	-	-	2,505.16	100.00%
100-40-53360-45	Supervisory Specialty	2,129.33	-	2,140.29	(10.96)	-0.51%
100-40-53380-45	Training Officer / Recruit Academy	9,294.25	-	710.25	8,584.00	92.36%
100-40-53385-45	Training Officer / Recruit Intern Academy	3,480.10	2,362.73	3,452.45	27.65	0.79%
100-40-53420-45	Training Recruits / Recruit Academy	1,076.39	-	-	1,076.39	100.00%
100-40-53440-45	TRT / Adaptive Response	34,015.81	-	5,745.10	28,270.71	83.11%
100-40-53500-45	TRT Specialty - Instructor	18,685.59	1,289.48	2,251.09	16,434.50	87.95%
100-40-53550-43	Wildland Training Overtime	1,770.44	-	-	1,770.44	100.00%
		176,180.90	10,212.42	42,493.58	133,687.32	75.88%

Overtime Wages:

100-40-53580-10	Fire Investigation Overtime	680.38	-	-	680.38	100.00%
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	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
<u>Employer Benefit Costs:</u>					
100-40-53710-10	Pension (PSPRS)	887,732.69	63,798.15	416,494.34	471,238.35 53.08%
100-40-53715-10	Pension (PSPRS) Regular OTJI (EE portion 7.65%)	3,341.38	-	-	3,341.38 100.00%
100-40-53720-10	Pension (PSPRS) - Regular Overtime	59,995.65	8,256.94	29,322.93	30,672.72 51.12%
100-40-53730-10	Pension (PSPRS) - Training OT	29,294.02	1,703.44	6,822.93	22,471.09 76.71%
100-40-53750-10	Pension (PSPRS) - Out-of-District (OOD)	41,991.49	-	21,258.47	20,733.02 49.37%
100-40-53760-10	Pension (ASRS)	-	-	1,707.70	(1,707.70) 0
100-40-53770-10	Benefit Contributions (457b, AFLAC, HDV)	982,860.67	71,400.00	471,915.92	510,944.75 51.99%
		2,005,215.90	145,158.53	947,522.29	1,057,693.61 52.75%
<u>Employer Costs:</u>					
100-40-53810-10	Social Security	666.84	-	1,013.53	(346.69) -51.99%
100-40-53830-10	Medicare	78,452.41	5,446.88	35,745.76	42,706.65 54.44%
100-40-53840-10	Medicare Overtime	6,231.57	810.63	3,007.63	3,223.94 51.74%
100-40-53850-10	Medicare - OOD	3,709.29	-	1,829.00	1,880.29 50.69%
100-40-53860-10	Industrial Insurance	147,192.80	31,781.00	69,034.00	78,158.80 53.10%
100-40-53870-49	Industrial Insurance - Volunteers	-	-	-	- 0
100-40-53875-10	Industrial Insurance - Overtime	6,404.11	2,091.00	3,234.00	3,170.11 49.50%
100-40-53880-10	Industrial Insurance - OOD	4,555.40	60.00	2,426.00	2,129.40 46.74%
100-40-53890-10	Unemployment	1,500.00	-	3,620.80	(2,120.80) -141.39%
		248,712.42	40,189.51	119,910.72	128,801.70 51.79%
<u>Employer Health Benefit Costs:</u>					
100-40-53910-10	Medical Insurance	-	5,032.90	(2,013.02)	2,013.02 0
100-40-53920-10	Dental Insurance	-	269.67	(190.22)	190.22 0
100-40-53930-10	Vision Insurance	-	62.15	(3.28)	3.28 0
100-40-53940-10	Employee Assistance Program	8,323.20	-	3,337.95	4,985.25 59.90%
100-40-53950-10	Life Insurance	6,432.00	502.50	3,082.00	3,350.00 52.08%
100-40-53960-10	Cancer Insurance Fund	5,925.00	-	3,750.00	2,175.00 36.71%
100-40-53965-10	COBRA Insurances	13,500.00	-	4,577.28	8,922.72 66.09%
100-40-53970-10	Short Term Disability Insurance	15,500.00	1,240.99	7,594.49	7,905.51 51.00%
		49,680.20	7,108.21	20,135.20	29,545.00 59.47%
<u>Employer Benefit Liability:</u>					
100-40-53990-10	Earned Leave Annual Payment Excess	349,734.29	-	-	349,734.29 100.00%
100-40-53992-10	Earned Leave Annual Payment Excess-FICA	4,826.91	-	-	4,826.91 100.00%
100-40-53994-10	Earned Leave Ann. Payment Excess-Ind.Ins	9,190.58	-	-	9,190.58 100.00%
100-40-53997-10	Earned Leave Separation Program	-	-	-	- 0
100-40-53998-10	Earned Leave Separation Program - FICA	-	-	-	- 0
100-40-53999-10	Earned Leave Separation Program - Ind. Ins.	-	-	-	- 0
		363,751.78	-	-	363,751.78 100.00%
	COMPENSATION AND BENEFITS	8,967,049.81	654,838.55	4,085,413.97	4,881,635.84 54.44%

OPERATING EXPENDITURES

Equipment & Machinery:

100-40-54040-15	Computer Equipment	-	-	-	0
100-40-54050-15	Computer Software	-	-	-	0
100-40-54060-41	Electronic Patient Care Reporting	5,000.00	-	-	5,000.00 100.00%
100-40-54080-41	EMS Equipment & Machinery	5,000.00	-	-	5,000.00 100.00%
100-40-54100-41	EMS Training Equipment	1,500.00	-	-	1,500.00 100.00%
100-40-54120-40	Fire Ops. Equipment & Machinery	6,500.00	-	-	6,500.00 100.00%
100-40-54140-40	Fire Ops. Hose (various)	8,000.00	-	-	8,000.00 100.00%
100-40-54165-45	Fire Ops. Training Equipment	4,000.00	-	-	4,000.00 100.00%
100-40-54200-46	Haz-Mat Equipment	-	-	-	0
100-40-54280-15	Office Furniture	-	-	-	0
100-40-54300-44	Physical Fitness Equipment	8,500.00	-	-	8,500.00 100.00%
100-40-54340-48	Rescue / Extrication Equipment	-	-	-	0
100-40-54360-42	Safety Equipment	1,500.00	-	-	1,500.00 100.00%
100-40-54460-48	Technical Rescue Equipment	1,500.00	-	-	1,500.00 100.00%
100-40-54520-43	Wildland Brush Training Equipment	500.00	-	-	500.00 100.00%
100-40-54540-43	Wildland Fire Equipment	5,500.78	-	-	5,500.78 100.00%
		47,500.78	-	-	47,500.78 100.00%

Durable Operating Supplies:

100-40-55060-15	Computer Equipment, Parts & Supplies	-	-	-	0
100-40-55065-15	Computer Software	-	-	-	0
100-40-55100-41	EMS Parts & Supplies	11,000.00	380.53	5,453.30	5,546.70 50.42%
100-40-55120-41	EMS Training Tools & Supplies	800.00	-	30.12	769.88 96.24%
100-40-55200-40	Fire Ops. Parts & Supplies	3,000.00	1,937.32	4,309.52	(1,309.52) -43.65%
100-40-55220-45	Fire Ops. Training Tools & Supplies	2,000.00	-	-	2,000.00 100.00%
100-40-55280-46	Haz-Mat Equipment, Parts & Supplies	1,500.00	-	-	1,500.00 100.00%
100-40-55320-45	IFSTA Manuals	1,200.00	-	632.26	567.74 47.31%
100-40-55360-41	Infection Control Supplies - Safety Ops.	600.00	-	-	600.00 100.00%
100-40-55420-25	Office Equipment, Parts & Supplies	750.00	-	-	750.00 100.00%
100-40-55440-44	Physical Fitness Training Tool & Supplies	400.00	-	60.44	339.56 84.89%
100-40-55480-42	Safety Equipment, Parts & Supplies	1,500.00	-	16.40	1,483.60 98.91%
100-40-55550-25	Station/Office Furniture, Parts & Supplies	8,000.00	3,500.00	16,966.43	(8,966.43) -112.08%
100-40-55560-48	Technical Rescue Parts & Supplies	1,500.00	-	-	1,500.00 100.00%
100-40-55670-49	Volunteer Group Supplies	250.00	-	-	250.00 100.00%
100-40-55675-43	Wildland Brush Training Tools & Supplies	400.00	-	-	400.00 100.00%
100-40-55680-43	Wildland Fire Equipment, Parts & Supplies	2,000.00	-	-	2,000.00 100.00%
		34,900.00	5,817.85	27,468.47	7,431.53 21.29%

Parts & Supplies:

100-40-56130-49	Cert Supplies	250.00	-	-	250.00	100.00%
100-40-56220-41	CHS - ALS Education Supplies	500.00	-	-	500.00	100.00%
100-40-56240-50	CHS - CAPP Car Seat Program Supplies	100.00	-	-	100.00	100.00%
100-40-56320-41	CHS - PAD Supplies	1,500.00	-	858.67	641.33	42.76%
100-40-56360-49	Community Youth / Cadet Team	500.00	-	-	500.00	100.00%
100-40-56420-41	CPR Supplies	3,000.00	-	2,348.22	651.78	21.73%
100-40-56440-41	EMS Administrative Supplies	500.00	-	-	500.00	100.00%
100-40-56460-41	EMS Disposables	4,500.00	194.77	534.52	3,965.48	88.12%
100-40-56480-41	EMS Disposables - SW Ambulance	6,600.00	-	2,845.98	3,754.02	56.88%
100-40-56520-41	EMS Training Operating Supplies	1,000.00	-	311.99	688.01	68.80%
100-40-56600-25	Facility Maintenance and Supplies	9,000.00	562.61	2,047.59	6,952.41	77.25%
100-40-56680-45	Fire Ops. Training Supplies	3,000.00	-	1,962.77	1,037.23	34.57%
100-40-56760-40	Fire Rehab - Perishables	1,000.00	-	134.00	866.00	86.60%
100-40-56780-40	Fire Ops. Parts & Supplies	6,000.00	418.93	3,802.90	2,197.10	36.62%
100-40-56820-40	Foam - Class A	8,000.00	-	-	8,000.00	100.00%
100-40-56840-40	Foam - AFFF, ATC, Acid	1,500.00	-	-	1,500.00	100.00%
100-40-56960-46	Haz-Mat Supplies	1,000.00	-	-	1,000.00	100.00%
100-40-56980-46	Haz-Mat Training Supplies	500.00	-	-	500.00	100.00%
100-40-57000-41	Immunization Clinic Supplies (AJFD)	5,000.00	-	1,263.74	3,736.26	74.73%
100-40-57180-44	Physical Fitness Supplies	100.00	-	-	100.00	100.00%
100-40-57240-42	PPE - New Hire	8,000.00	-	-	8,000.00	100.00%
100-40-57245-42	PPE - Personal Protective Equipment	40,000.00	2,664.29	13,573.64	26,426.36	66.07%
100-40-57580-40	Pump Valves and Accessories	2,000.00	-	-	2,000.00	100.00%
100-40-57600-45	Recruit Academy Supplies	3,000.00	-	-	3,000.00	100.00%
100-40-57605-45	Recruit Intern Academy Supplies	1,000.00	212.80	300.09	699.91	69.99%
100-40-57680-42	Safety Supplies	2,000.00	169.73	735.35	1,264.65	63.23%
100-40-57700-42	Safety Training Supplies	500.00	-	-	500.00	100.00%
100-40-57780-48	Technical Rescue Equipment - PPE	2,000.00	-	-	2,000.00	100.00%
100-40-57820-48	TRT Supplies	2,000.00	-	-	2,000.00	100.00%
100-40-57840-48	TRT Training Supplies	2,000.00	-	-	2,000.00	100.00%
100-40-58000-15	Uniforms - Civilian	350.00	-	102.44	247.56	70.73%
100-40-58100-40	Uniforms - Public Safety	56,000.00	2,304.71	23,927.90	32,072.10	57.27%
100-40-58150-49	Volunteer Group Parts & Supplies	250.00	-	-	250.00	100.00%
100-40-58160-25	Water Softener Supplies	1,000.00	64.14	366.69	633.31	63.33%
100-40-58180-43	Wildland Brush Training Supplies	400.00	-	-	400.00	100.00%
100-40-58200-43	Wildland Fire Equipment Parts & Supplies	500.00	-	-	500.00	100.00%
100-40-58220-43	Wildland - PPE	1,500.00	-	35.01	1,464.99	97.67%
		176,050.00	6,591.98	55,151.50	120,898.50	68.67%

Facility Services:

100-40-59020-25	Electricity	71,500.00	3,783.73	38,684.11	32,815.89	45.90%
100-40-59040-25	Facility Projects	40,000.00	2,776.46	22,772.39	17,227.61	43.07%
100-40-59060-25	Natural Gas	2,000.00	130.92	661.67	1,338.33	66.92%
100-40-59100-25	Phone Service	13,750.00	807.56	5,567.46	8,182.54	59.51%
100-40-59180-25	Sewer / Septic Service	5,700.00	910.04	2,826.14	2,873.86	50.42%
100-40-59200-25	Water	10,700.00	1,563.29	8,637.32	2,062.68	19.28%
		143,650.00	9,972.00	79,149.09	64,500.91	44.90%

Operating Services:

100-40-60040-41	Bio-Hazard Waste	2,000.00	-	765.96	1,234.04	61.70%
100-40-60100-30	Cellular Phones	3,500.00	40.03	176.27	3,323.73	94.96%
100-40-60120-25	Cleaning Supplies	15,000.00	1,180.49	9,735.29	5,264.71	35.10%
100-40-60220-41	EMS Equipment Maintenance	3,000.00	-	1,135.81	1,864.19	62.14%
100-40-60240-25	Exterminating	2,050.00	145.00	700.00	1,350.00	65.85%
100-40-60285-40	Fire Ops. Equipment Maintenance	500.00	-	-	500.00	100.00%
100-40-60300-25	Generator Maintenance	3,000.00	-	-	3,000.00	100.00%
100-40-60306-46	Haz-Mat Equipment Maintenance	500.00	-	-	500.00	100.00%
100-40-60310-25	Internet	4,600.00	285.75	2,162.96	2,437.04	52.98%
100-40-60320-25	Landscape	2,250.00	-	884.79	1,365.21	60.68%
100-40-60410-44	Physical Fitness Equipment Maintenance	1,600.00	-	-	1,600.00	100.00%
100-40-60480-45	Printing & Duplicating - Fire/EMS Training	800.00	-	-	800.00	100.00%
100-40-60520-25	Propane (Generator)	9,000.00	-	267.51	8,732.49	97.03%
100-40-60580-25	Refuse	2,700.00	189.00	1,310.49	1,389.51	51.46%
100-40-60600-25	Security / Alarm Systems	6,750.00	-	5,203.68	1,546.32	22.91%
100-40-60700-25	Towel & Linen Services	15,820.00	-	5,107.98	10,712.02	67.71%
100-40-60710-48	TRT Equipment Maintenance	1,500.00	-	-	1,500.00	100.00%
100-40-60740-25	Water & Ice (Drinking)	1,500.00	679.48	1,468.45	31.55	2.10%
100-40-60760-25	Water & Ice (ICE)	5,000.00	229.54	2,716.20	2,283.80	45.68%
		81,070.00	2,749.29	31,635.39	49,434.61	60.98%

PERIOD ENDING DECEMBER 31, 2012		ANNUAL	Current Month	Current YTD	Balance	% Left
		BUDGET	Actual	Actual		
Professional Services:						
100-40-61020-41	Administrative Medical Director / Contract	38,150.00	9,500.00	19,000.00	19,150.00	50.20%
100-40-61040-41	Admin. Medical Director - Consulting Services	200.00	-	-	200.00	100.00%
100-40-61120-25	Bay Door Maintenance	9,000.00	-	1,905.14	7,094.86	78.83%
100-40-61525-41	Electronic Patient Care Maintenance	8,000.00	-	-	8,000.00	100.00%
100-40-61530-41	EMS Cardiac Monitor Maintenance	5,652.00	-	3,014.72	2,637.28	46.66%
100-40-61540-41	EMS Form Printing	3,000.00	-	-	3,000.00	100.00%
100-40-61590-40	Fire Ops. Equipment Maintenance	500.00	-	4,973.81	(4,473.81)	-894.76%
100-40-61650-15	Infection Control Medical Exam Services	1,000.00	80.00	885.00	115.00	11.50%
100-40-61660-41	Instructor Services - CE	800.00	-	-	800.00	100.00%
100-40-61730-49	Volunteer Insurance - Fire Cadets / BSA	500.00	-	-	500.00	100.00%
100-40-61965-25	Phone Equipment Maintenance	1,000.00	-	-	1,000.00	100.00%
100-40-61980-42	PPE - Clothing Maintenance	3,500.00	-	-	3,500.00	100.00%
100-40-62000-42	PPE - Decontamination	7,700.00	-	-	7,700.00	100.00%
100-40-62105-41	Records Management System Maintenance	-	-	-	-	0
100-40-62290-45	Training Software Maintenance	10,700.00	-	-	10,700.00	100.00%
		89,702.00	9,580.00	29,778.67	59,923.33	66.80%
Training Services:						
100-40-64020-15	Administrative Training / Conferences	4,500.00	-	-	4,500.00	100.00%
100-40-64140-41	EMS BLS	1,620.00	-	672.00	948.00	58.52%
100-40-64180-41	EMS General Training	2,500.00	-	-	2,500.00	100.00%
100-40-64300-45	Fire Ops. Training	3,500.00	-	5,965.16	(2,465.16)	-70.43%
100-40-64340-46	Hazardous Materials Training	500.00	-	-	500.00	100.00%
100-40-64400-44	Physical Fitness/Wellness Training	500.00	-	-	500.00	100.00%
100-40-64420-45	Recruit Academy	5,000.00	-	-	5,000.00	100.00%
100-40-64425-45	Recruit Intern Academy	500.00	-	-	500.00	100.00%
100-40-64440-42	Safety & Loss Control Training	2,000.00	-	1,442.54	557.46	27.87%
100-40-64500-48	TRT - Special Ops. Training	-	-	-	-	0
100-40-64560-43	Wildland Brush Training	4,000.00	-	-	4,000.00	100.00%
		24,620.00	-	8,079.70	16,540.30	67.18%
	OPERATING EXPENDITURES	597,492.78	34,711.12	231,262.82	366,229.96	61.29%
	TOTAL EMERGENCY SERVICES	9,564,542.59	689,549.67	4,316,676.79	5,247,865.80	54.87%

Community Services / Fire Prevention

COMPENSATION AND BENEFITS

Wages:

100-50-50060-10	Battalion Chief-Fire Marshal	-	-	-	-	0
100-50-50150-10	Fire Captain - Deputy Fire Marshal	88,343.26	6,370.17	41,406.07	46,937.19	53.13%
100-50-50260-10	Fire Inspector/Investigator - Staff	60,623.64	4,663.36	30,201.91	30,421.73	50.18%
100-50-50270-10	Multi-Media Production Specialist	25,509.85	4,097.74	7,890.22	17,619.63	69.07%
100-50-50280-10	GIS Specialist	50,532.18	4,000.91	22,423.96	28,108.22	55.62%
		225,008.93	19,132.18	101,922.16	123,086.77	54.70%
100-50-52500-10	Merit System	-	-	-	-	0
100-50-52510-10	Cell Phone Allowance (Wages)	2,970.00	249.24	1,080.04	1,889.96	63.64%
		2,970.00	249.24	1,080.04	1,889.96	63.64%

Overtime Wages:

100-50-52700-10	Prevention Overtime	1,792.24	-	1,748.10	44.14	2.46%
100-50-52920-10	COT Immunization Clinic	-	-	-	-	0
100-50-52965-10	COT Special Public Events (Fire Prevention/PubEd)	2,068.60	477.76	1,647.59	421.01	20.35%
100-50-53210-51	Fire Investigation Training OT	1,274.18	-	-	1,274.18	100.00%
100-50-53520-10	Car Seat Events	174.88	-	-	174.88	100.00%
100-50-53580-10	Fire Investigation OT	2,038.69	-	29.86	2,008.83	98.54%
100-50-53660-10	Public Education OT	637.09	-	-	637.09	100.00%
		7,985.68	477.76	3,425.55	4,560.13	57.10%

Employer Benefit Costs:

100-50-53710-10	Pension (PSPRS)	20,007.31	2,017.86	8,770.45	11,236.86	56.16%
100-50-53760-10	Pension (ASRS)	13,295.17	974.46	6,002.34	7,292.83	54.85%
100-50-53770-10	Benefit Contributions (457b, AFLAC, HDV)	39,933.23	4,760.00	19,040.00	20,893.23	52.32%
		73,235.71	7,752.32	33,812.79	39,422.92	53.83%

Employer Costs:

100-50-53810-10	Social Security	6,878.27	535.06	3,239.62	3,638.65	52.90%
100-50-53830-10	Medicare	3,301.68	303.22	1,510.30	1,791.38	54.26%
100-50-53860-10	Industrial Insurance	4,152.48	1,136.00	2,204.00	1,948.48	46.92%
100-50-53890-10	Unemployment	1,500.00	-	-	1,500.00	100.00%
		15,832.43	1,974.28	6,953.92	8,878.51	56.08%

Employer Health Benefit Costs:

100-50-53910-10	Medical Insurance	-	266.22	258.07	(258.07)	0
100-50-53920-10	Dental Insurance	-	39.66	29.21	(29.21)	0
100-50-53930-10	Vision Insurance	-	9.73	7.49	(7.49)	0
100-50-53940-10	Employee Assistance Program	312.12	-	130.05	182.07	58.33%
100-50-53950-10	Life Insurance	241.20	26.80	127.30	113.90	47.22%
100-50-53960-10	Cancer Insurance Fund (PSPRS)	75.00	-	100.00	(25.00)	-33.33%
100-50-53970-10	Short Term Disability Insurance	555.00	61.97	292.27	262.73	47.34%
		1,183.32	404.38	944.39	238.93	20.19%

Employer Benefit Liability:

100-50-53990-10	Earned Leave Annual Payment Excess	8,639.86	-	-	8,639.86	100.00%
100-50-53992-10	Earned Leave Annual Payment Excess-FICA	408.39	-	-	408.39	100.00%
100-50-53994-10	Earned Leave Ann. Payment Excess-Ind.Ins	114.37	-	-	114.37	100.00%
100-50-53997-10	Earned Leave Separation Program	-	-	-	-	0
100-50-53998-10	Earned Leave Separation Program - FICA	-	-	-	-	0
100-50-53999-10	Earned Leave Separation Program - Ind. Ins.	-	-	-	-	0
		9,162.62	-	-	9,162.62	100.00%

COMPENSATION AND BENEFITS

335,378.69	29,990.16	148,138.85	187,239.84	55.83%
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OPERATING EXPENDITURES

Equipment & Machinery

100-50-54040-15	Computer Equipment	-	-	-	-	0
100-50-54050-50	Computer Software	1,000.00	-	873.22	126.78	12.68%
100-50-54260-25	Office Equipment	-	-	-	-	0
100-50-54280-25	Office Furniture	-	-	-	-	0
100-50-54500-59	Video Equipment	500.00	-	-	500.00	100.00%
		1,500.00	-	873.22	626.78	41.79%

Durable Operating Supplies:

100-50-55060-15	Computer Equipment Parts & Supplies	-	-	-	-	0
100-50-55160-50	Fire Code Books and Manuals	1,500.00	-	-	1,500.00	100.00%
100-50-55180-51	Fire Investigation Tools & Equipment	400.00	54.82	77.76	322.24	80.56%
100-50-55260-50	Fire Prevention Tools & Equipment	400.00	-	-	400.00	100.00%
100-50-55380-50	Juvenile Firesetter Program Tools & Equipment	-	-	-	-	0
100-50-55420-25	Office Equipment Parts & Supplies	250.00	-	-	250.00	100.00%
100-50-55460-50	Public Education Tools & Equipment	200.00	-	-	200.00	100.00%
100-50-55640-59	Video Equipment Parts & Supplies	500.00	-	775.66	(275.66)	-55.13%
		3,250.00	54.82	853.42	2,396.58	73.74%

Parts & Supplies

100-50-56620-50	Film & Developing	250.00	-	17.57	232.43	92.97%
100-50-56640-50	Fire Code Publications	500.00	-	-	500.00	100.00%
100-50-56700-50	Fire Prevention - Printed Materials	250.00	-	-	250.00	100.00%
100-50-56740-50	Fire Prevention Supplies	300.00	-	120.61	179.39	59.80%
100-50-56920-52	GIS Printing Supplies	1,500.00	-	-	1,500.00	100.00%
100-50-57040-50	Juvenile Firesetter Program Supplies	-	-	-	-	0
100-50-57460-50	Public Education - Media Publications	150.00	-	-	150.00	100.00%
100-50-57480-50	Public Education - Printed Materials	1,750.00	-	1,741.05	8.95	0.51%
100-50-57560-50	Public Education Supplies	250.00	-	73.06	176.94	70.78%
100-50-57640-50	Safety & Education Promo Materials	2,000.00	-	1,407.51	592.49	29.62%
100-50-58000-15	Uniforms (Civilians)	1,050.00	-	577.64	472.36	44.99%
100-50-58100-40	Uniforms (Public Safety)	1,400.00	-	995.05	404.95	28.93%
		9,400.00	-	4,932.49	4,467.51	47.53%

Operating Services:

100-50-60150-50	CR - Emergency Event Supplies	600.00	-	-	600.00	100.00%
100-50-60160-52	Computer Software Maintenance	3,500.00	-	3,364.60	135.40	3.87%
100-50-60460-52	Printer Maintenance	1,000.00	-	-	1,000.00	100.00%
100-50-60730-59	Videography Equipment Leasing	4,355.44	354.62	2,218.64	2,136.80	49.06%
		9,455.44	354.62	5,583.24	3,872.20	40.95%

Professional Services:

100-50-61300-50	Community Relations (CR) - General	-	-	-	-	0
100-50-61310-50	CR - Customer Survey Program	-	-	-	-	0
100-50-61320-50	CR - District Advertising	1,000.00	-	270.00	730.00	73.00%
100-50-61330-50	CR - EMS Week	250.00	-	-	250.00	100.00%
100-50-61340-50	CR - Fire Prevention Week	2,000.00	-	1,883.61	116.39	5.82%
100-50-61350-50	CR - Printed Materials - Annual Report	500.00	-	-	500.00	100.00%
100-50-61360-50	CR - Printed Materials - Flyers	500.00	-	-	500.00	100.00%
100-50-61370-50	CR - Printed Materials - General	1,000.00	-	703.75	296.25	29.63%
100-50-61380-50	CR - Water Safety Events	1,000.00	-	49.85	950.15	95.02%
100-50-61580-50	Fire Prevention Printing	250.00	-	-	250.00	100.00%
100-50-61620-52	GIS Printing	500.00	-	-	500.00	100.00%
100-50-62010-52	Pre-Plan Development	8,000.00	-	-	8,000.00	100.00%
100-50-62080-50	Professional Outside Svcs (Plan Review)	1,000.00	-	-	1,000.00	100.00%
100-50-62100-50	Public Education Printing	300.00	-	-	300.00	100.00%
		16,300.00	-	2,907.21	13,392.79	82.16%

Training Services:

100-50-64240-51	Fire Arson / Investigator Training	3,000.00	105.00	1,867.28	1,132.72	37.76%
100-50-64260-50	Fire Code Training	500.00	-	537.90	(37.90)	-7.58%
100-50-64280-50	Fire Inspector Training	500.00	-	300.48	199.52	39.90%
100-50-64320-52	GIS Training	3,000.00	-	-	3,000.00	100.00%
		7,000.00	105.00	2,705.66	4,294.34	61.35%

OPERATING EXPENDITURES

	TOTAL COMMUNITY SERVICES	382,284.13	30,504.60	165,994.09	216,290.04	56.58%
	GRAND TOTAL OF EXPENDITURES	14,071,439.71	902,582.95	5,450,382.26	8,621,057.45	61.27%
	NET FINANCIAL SOURCES (USES)	(2,583,878.14)	(219,801.12)	1,613,145.95	(4,197,024.09)	162.43%

**APACHE JUNCTION FIRE DISTRICT
CAPITAL PROJECTS FUND
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>OTHER INCOME</u>					
Interest (Investment) Earnings	31,000.00	1,553.95	10,983.94	20,016.06	64.57%
Other Income	-	-	-	-	0
Other Income	<u>31,000.00</u>	<u>1,553.95</u>	<u>10,983.94</u>	<u>20,016.06</u>	<u>64.57%</u>
<u>DONATIONS</u>					
Development Donations	-	-	-	-	0
Total Donations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
<u>OTHER FINANCING SOURCES/USES</u>					
Transfer in	-	-	-	-	0
Transfer out	(1,105,141.96)	-	(1,105,141.96)	(0.00)	0.00%
District Equipment Sales	-	-	-	-	0
Total Other Financing Sources/Uses	<u>(1,105,141.96)</u>	<u>-</u>	<u>(1,105,141.96)</u>	<u>(0.00)</u>	<u>0.00%</u>
TOTAL REVENUE	<u>(1,074,141.96)</u>	<u>1,553.95</u>	<u>(1,094,158.02)</u>	<u>20,016.06</u>	<u>-1.86%</u>
GENERAL EXPENDITURES					
<u>Operating Expenditures</u>					
Financial Reserve	31,000.00	-	-	31,000.00	100.00%
Subtotal Operating Expenditures	<u>31,000.00</u>	<u>-</u>	<u>-</u>	<u>31,000.00</u>	<u>100.00%</u>
<u>CAPITAL OUTLAY</u>					
<u>Capital Projects / Programs</u>					
Land	-	-	-	-	0
Subtotal Capital Projects/Programs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
<u>Equipment & Machinery</u>					
<u>Apparatus</u>					
Apparatus Drive-Train Refurbish	-	-	-	-	0
Apparatus	1,150,000.00	-	1,038,726.95	111,273.05	9.68%
Subtotal Equipment and Machinery	<u>1,150,000.00</u>	<u>-</u>	<u>1,038,726.95</u>	<u>111,273.05</u>	<u>9.68%</u>
<u>COMMUNICATION/COMPUTER/DATA SERVICES</u>					
Communications Microwave Upgrade	15,000.00	-	5,719.91	9,280.09	61.87%
Communications System Software	25,000.00	-	-	25,000.00	100.00%
Mobile Computer Terminals (MCT)	100,000.00	-	-	100,000.00	100.00%
Radio Comm. Equip. - Portables	12,000.00	-	-	12,000.00	100.00%
Traffic Preemption	-	-	-	-	0
Subtotal Communication Services	<u>152,000.00</u>	<u>-</u>	<u>5,719.91</u>	<u>146,280.09</u>	<u>96.24%</u>
<u>Fire Ops. Equipment</u>					
SCBA Packs (w/bottle)	-	-	-	-	0
SCBA Packs Planned Upgrades	-	-	-	-	0
Subtotal Fire Ops. Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
<u>Medical Equipment</u>					
EMS Capital Assets	-	-	-	-	0
Subtotal Medical Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
<u>Office Equipment</u>					
Computer Hardware	80,000.00	9,978.95	29,279.52	50,720.48	63.40%
Computer Software	-	-	-	-	0
Computer Software - CAD Interface	35,000.00	-	-	35,000.00	100.00%
Computer Software - Cold Fusion	8,000.00	-	6,994.36	1,005.64	12.57%
Computer Software - Image Trend / EPCR	101,000.00	-	49,750.00	51,250.00	50.74%
Computer Software - KRONOS / Telestaff	37,000.00	-	21,645.74	15,354.26	41.50%
Office Furniture	8,500.00	-	-	8,500.00	100.00%
Station Furnishings	-	-	-	-	0
Subtotal Office Equipment	<u>269,500.00</u>	<u>9,978.95</u>	<u>107,669.62</u>	<u>161,830.38</u>	<u>60.05%</u>
<u>Special Ops. Equipment</u>					
Technical Rescue Equipment	-	-	-	-	0
Subtotal Special Ops. Equipment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
<u>TRAINING/EDUCATION/DEVELOPMENT</u>					
Fitness Equipment	-	-	-	-	0
SCBA Packs (w/bottle) assigned to Training	-	-	-	-	0
Subtotal Training Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>
GRAND TOTAL OF EXPENDITURES	<u>1,602,500.00</u>	<u>9,978.95</u>	<u>1,152,116.48</u>	<u>450,383.52</u>	<u>28.11%</u>
NET FINANCIAL SOURCES (USES)	<u>(2,676,641.96)</u>	<u>(8,425.00)</u>	<u>(2,246,274.50)</u>	<u>(430,367.46)</u>	
Beginning Budgeted Cash Balance July 1, 2012:					
Unrestricted, committed Cash Budget Balance	2,676,641.96				
Total Beginning Budgeted Cash Balance July 1, 2012	<u>\$ 2,676,641.96</u>				

**APACHE JUNCTION FIRE DISTRICT
BOND PROCEEDS FUND
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>OTHER INCOME</u>					
Interest (Investment) Earnings	5,000.00	378.07	2,302.05	2,697.95	53.96%
Total Other Income	5,000.00	378.07	2,302.05	2,697.95	53.96%
TOTAL REVENUE	5,000.00	378.07	2,302.05	2,697.95	53.96%
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfer in	-	-	-	-	0
Total Other Financing Sources/Uses	-	-	-	-	0
TOTAL REVENUE	5,000.00	378.07	2,302.05	2,697.95	53.96%
GENERAL EXPENDITURES					
<u>Operating Expenditures</u>					
Financial Reserve	5,000.00	-	-	5,000.00	100.00%
Subtotal Operating Expenditures	5,000.00	-	-	5,000.00	100.00%
<u>CAPITAL OUTLAY</u>					
<u>Capital Projects / Programs</u>					
Fire Station #265 - North Gold Canyon	-	-	-	-	0
Fire Training Campus - Site Prep. / Infrastructure	350,000.00	-	-	350,000.00	100.00%
Fire Training Campus - Training Tower Addition	200,000.00	-	-	200,000.00	100.00%
Fire Training Campus - Relocate Live Fire Building	15,000.00	-	-	15,000.00	100.00%
Fire Training Campus - Classroom Building	189,000.00	-	-	189,000.00	100.00%
Fire Training Campus - Training Props.	233,385.58	-	-	233,385.58	100.00%
Subtotal Capital Projects/Programs	987,385.58	-	-	987,385.58	100.00%
GRAND TOTAL OF EXPENDITURES	992,385.58	-	-	992,385.58	100.00%
NET FINANCIAL SOURCES (USES)	(987,385.58)	378.07	2,302.05	(989,687.63)	100.23%

Beginning Fund Balance July 1, 2012:

Restricted Fund Balance 987,385.58

Total Beginning Fund Balance July 1, 2012 \$ 987,385.58

**APACHE JUNCTION FIRE DISTRICT
SPECIAL REVENUE FUND
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>MISCELLANEOUS INCOME</u>					
Investment Earnings	120.00	12.16	71.15	48.85	40.71%
Other Income	-	-	-	-	0
Total Miscellaneous Income	120.00	12.16	71.15	48.85	40.71%
<u>Intergovernmental</u>					
Grants - Federal Proposed	-	-	-	-	0
Grants - Federal Fire Prevention Proposed	-	-	-	-	0
Grants - State	-	-	-	-	0
Grants - Other	-	-	-	-	0
Total Intergovernmental Income	-	-	-	-	0
<u>Donation Income</u>					
AED Donations	2,300.00	-	2,849.93	(549.93)	-23.91%
EMS Cardiac Donations	8,000.00	300.00	570.00	7,430.00	92.88%
EMS Equipment Donations	-	-	-	-	0
Fire Prevention / Public Education	250.00	-	-	250.00	100.00%
General Donations	-	-	-	-	0
Juvenile Fire Setter Donations	-	-	-	-	0
Total Donation Income	10,550.00	300.00	3,419.93	7,130.07	67.58%
TOTAL REVENUE	10,670.00	312.16	3,491.08	7,178.92	67.28%
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfer in	-	-	-	-	0
Transfer out	(128.44)	-	(128.44)	(0.00)	0.00%
Total Other Financing Sources/Uses	(128.44)	-	(128.44)	(0.00)	0.00%
TOTAL REVENUE	10,541.56	312.16	3,362.64	7,178.92	68.10%
GENERAL EXPENDITURES					
<u>Operating Expenditures</u>					
Financial Reserve	-	-	-	-	0
Subtotal Operating Expenditures	-	-	-	-	0
<u>COMMUNITY SERVICES DIVISION RESERVES</u>					
AED Donations Reserve	4,423.02	-	-	4,423.02	100.00%
EMS Cardiac Donations Reserve	25,415.35	-	-	25,415.35	100.00%
EMS Equipment Donations Reserve	372.23	-	-	372.23	100.00%
Undesignated Investment Earnings Reserve	120.00	-	-	120.00	100.00%
Subtotal Community Services	30,330.60	-	-	30,330.60	100.00%
<u>COMMUNITY SERVICES DIVISION</u>					
AED Donations	4,948.00	-	3,627.36	1,320.64	26.69%
EMS Cardiac Donations	-	-	-	-	0
Fire Prevention / Public Education Donations	3,605.77	-	-	3,605.77	100.00%
General Donations	52.71	-	-	52.71	100.00%
Juvenile Firesetter Donations	-	-	-	-	0
Subtotal Community Services	8,606.48	-	3,627.36	4,979.12	57.85%
<u>TRAINING/EDUCATION/DEVELOPMENT</u>					
Fire Science Scholarship	4,824.29	-	2,100.00	2,724.29	56.47%
Subtotal Training Services	4,824.29	-	2,100.00	2,724.29	56.47%
<u>Grants</u>					
<u>Capital Grant Projects / Programs</u>					
Grant - State	-	-	-	-	0
Subtotal Capital Projects/Programs	-	-	-	-	0
GRAND TOTAL OF EXPENDITURES	43,761.37	-	5,727.36	38,034.01	86.91%
NET FINANCIAL SOURCES (USES)	(33,219.81)	312.16	(2,364.72)	(30,855.09)	

Beginning Fund Balance July 1, 2012:

Unrestricted, committed for Fire Science Scholarship	4,824.29
Unrestricted, assigned for AED Equipment	7,071.02
Unrestricted, assigned for EMS Cardiac Equipment	17,415.35
Unrestricted, assigned for EMS Equipment	372.23
Unrestricted, assigned for Public Education	3,355.77
Unrestricted, assigned for General Donations	52.71
Unrestricted, assigned to General Fund	128.44
Total Beginning Fund Balance July 1, 2012	33,219.81

**APACHE JUNCTION FIRE DISTRICT
DEBT SERVICE FUND - PRINCIPAL
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>DIRECT TAXES</u>					
Real & Secured Property Taxes	352,857.36	24,313.93	216,565.93	136,291.43	38.63%
Unsecured Property Tax	40,736.24	3,521.67	22,921.42	17,814.82	43.73%
SRP Contribution Tax	7,127.08	-	3,824.53	3,302.55	46.34%
			-		
Total Direct Taxes	400,720.68	27,835.60	243,311.88	157,408.80	39.28%
<u>OTHER INCOME</u>					
Interest (Investment) Earnings	1,000.00	45.49	317.64	682.36	68.24%
Total Other Income	1,000.00	45.49	317.64	682.36	68.24%
TOTAL REVENUE	401,720.68	27,881.09	243,629.52	158,091.16	39.35%
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfer in					
Transfer out	-	-	-	-	0
Total Other Financing Sources/Uses	-	-	-	-	0
TOTAL REVENUE	401,720.68	27,881.09	243,629.52	158,091.16	39.35%
	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
GENERAL EXPENDITURES					
<u>Operating Expenditures</u>					
Financial Reserve	34,810.82	1.08	56.64	34,754.18	99.84%
Subtotal Operating Expenditures	34,810.82	1.08	56.64	34,754.18	99.84%
<u>GENERAL OBLIGATION BONDS</u>					
Debt service expenditure - principal	725,000.00	-	-	725,000.00	100.00%
Subtotal General Obligation Bonds	725,000.00	-	-	725,000.00	100.00%
GRAND TOTAL OF EXPENDITURES	759,810.82	1.08	56.64	759,754.18	99.99%
NET FINANCIAL SOURCES (USES)	(358,090.14)	27,880.01	243,572.88	(601,663.02)	

Beginning Fund Balance July 1, 2012:

Restricted Fund Balance 358,090.13

Total Beginning Fund Balance July 1, 2012 \$ 358,090.13

**APACHE JUNCTION FIRE DISTRICT
DEBT SERVICE FUND - INTEREST
CONSOLIDATED BUDGET vs. ACTUAL YTD
PERIOD ENDING DECEMBER 31, 2012**

	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
REVENUES					
<u>DIRECT TAXES</u>					
Real & Secured Property Taxes	352,857.36	23,099.23	205,114.96	147,742.40	41.87%
Refunded Taxes					
Unsecured Property Tax	40,736.24	3,339.28	21,774.86	18,961.38	46.55%
SRP Contribution Tax	7,127.08	-	3,604.98	3,522.10	49.42%
				-	
Total Direct Taxes	400,720.68	26,438.51	230,494.80	170,225.88	42.48%
<u>OTHER INCOME</u>					
Interest (Investment) Earnings	750.00	54.25	266.93	483.07	64.41%
Total Other Income	750.00	54.25	266.93	483.07	64.41%
TOTAL REVENUE	401,470.68	26,492.76	230,761.73	170,708.95	42.52%
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfer in	-	-	-	-	0
Transfer out	-	-	-	-	0
Total Other Financing Sources/Uses	-	-	-	-	0
TOTAL REVENUE	401,470.68	26,492.76	230,761.73	170,708.95	42.52%
	ANNUAL BUDGET	Current Month Actual	Current YTD Actual	Balance	% Left
GENERAL EXPENDITURES					
<u>Operating Expenditures</u>					
Financial Reserve	55,582.47	1.34	69.90	55,512.57	99.87%
Subtotal Operating Expenditures	55,582.47	1.34	69.90	55,512.57	99.87%
<u>GENERAL OBLIGATION BONDS</u>					
Debt service expenditure - interest	580,000.00	190,818.75	190,818.75	389,181.25	67.10%
Subtotal General Obligation Bonds	580,000.00	190,818.75	190,818.75	389,181.25	67.10%
GRAND TOTAL OF EXPENDITURES	635,582.47	190,820.09	190,888.65	444,693.82	69.97%
NET FINANCIAL SOURCES (USES)	(234,111.79)	(164,327.33)	39,873.08	(273,984.87)	
Beginning Fund Balance July 1, 2011:					
Restricted Fund Balance	\$ 234,111.78				
Restricted Fund Balance - US Bank	\$ -				
Total Beginning Fund Balance July 1, 2011	\$ 234,111.78				

Apache Junction Fire District
Consolidated
Balance Sheet
December 31, 2012

Assets

Current Assets

Fund Cash - General (M&O)	8,213,789.54	
Payroll Account	(4,016,752.60)	
General Fund Cash	4,197,036.94	
Petty Cash - Accounting	100.00	
Fund Cash - Capital Projects	3,728,353.58	
Fund Cash - Bond Proceeds 2006	989,687.63	
Fund Cash - Special Revenue Fund	30,855.09	
Fund Cash - Debt Retirement Principal	246,663.01	
Fund Cash - Debt Retirement Interest	75,622.36	
Investments - US Bank	-	
Accounts Receivable - General Fund	-	
Due From other funds	-	
Total Current Assets	\$ 9,268,318.61	
Total Assets	\$ 9,268,318.61	

Liabilities and Equity

Current Liabilities

Encumbrances (accrued payables)	-	
Sales Tax Payable - General Fund	20.64	
Sales Tax Payable - Capital Projects Fund	582.21	
Sales Tax Payable - Special Revenue Fund	-	
HAS Fees due 3rd party	-	
Civilian Employee Retirement	-	
Disability Insurance Voluntary Long Term	5.54	
Life Insurance - Voluntary Supplemental	(4.42)	
AFLAC	(8.90)	
Due To other funds	-	
Due To other funds	-	
Pinal County Treasurer - Line of Credit	-	
Total Current Liabilities	\$ 595.07	
Total Liabilities	\$ 595.07	

Equity

Fund Balance - General Fund	2,583,978.13	
Fund Balance - Capital Projects Fund	5,974,045.87	
Fund Balance - Bond Proceeds 2006	987,385.58	
Fund Balance - Special Revenue Fund	33,219.81	
Fund Balance - Debt Retirement Principal	3,090.13	
Fund Balance - Debt Retirement Interest	35,749.28	
Current Year Profit/Loss:		
Combined Fund Accounts Net Income/Loss	(349,745.26)	
Total Equity	\$ 9,267,723.54	
Total Liabilities and Equity	\$ 9,268,318.61	

Governing Board Meeting – January 16, 2013

Agenda Item: 3

BOD#: 2013-01-03

Agenda Item Title: Recognition of employee performance and/or achievements

Background/Discussion: This is a recurring monthly item to provide the Board with information concerning superior employee performance and/or achievements.

January Service Awards: *(presented for 5, 10, 15, 20, and 25 year anniversaries)*

Fire Engineer Chuck Hanson 10 years

January Service Anniversaries:

Division Chief Rob Bessee 12 years

Fire Engineer John Christensen 24 years

Special Recognition: by Division Chief Rob Bessee (he will provide additional information at the meeting and present the crew with certificates)

Station 265 C shift crew: Captain Jack Hafer, Engineer Jose Sepulveda, Firefighter/Medic Steve Gereg, and Firefighter/Medic John Walka

On November 13, 2012 Station 265 C shift responded to Peralta Trails Elementary School for an unresponsive girl. The crew made good decisions on the care of the patient and went above and beyond helping the family that was present at the scene.

Governing Board Meeting – January 16, 2013

Agenda Item: 4

BOD#: n/a

Agenda Item Title: Call to the Public

A.R.S. §38-431.01(H):

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.

Background / Discussion: Call to the Public is provided so citizens may address the public body (Governing Board) with matters concerning the Fire District. Arizona public meeting law provides that the public body may discuss, consider, or decide only matters listed on the agenda and other matters related thereto. Since the public body will generally not know what specific matters may be raised at call to the public, they will be unable to act until the matter is placed on a subsequent meeting agenda (at the Board's discretion). The Board may also direct staff to follow up on the issue with the citizen.

Scheduled: None at time of printing

Governing Board Meeting – January 16, 2013

Agenda Item: 5

BOD#: 2013-01-04

Agenda Item Title:

Consideration and possible approval of all consent agenda items listed below:

- a) Approval of an updated lease agreement with Southwest Ambulance for crew quarters and associated facility space at AJFD Fire Station 264

Background/Discussion:

The consent agenda allows the Board to consider contracts, purchases, and other routine administrative matters having authorized funding within the current fiscal year budget as a single decision. Items may be withdrawn from the consent agenda and discussed separately upon request by any member of the Board or staff. Information for each consent agenda item and corresponding supporting document is within the packet.

Recommended Motion: *“Motion to approve the consent agenda items for January 16, 2013.”*

Financial Impact(s): As noted in each item.

Enclosed: As noted in each item.

- a) Approval of an updated lease agreement with Southwest Ambulance for crew quarters and associated facility space at AJFD Fire Station 264.

Submitted by: Deputy Chief Dave Montgomery

Background/Discussion: This is an updated multi-year agreement between Apache Junction Fire District and Southwest Ambulance Corp. for the lease of crew quarters and associated facility space at AJFD Fire Station 264. The current lease expired several years ago and we have been operating under a clause that allowed the lease to continue on a year by year basis as agreed upon by both parties. SWA contacted AJFD recently and asked for a review and update of the old agreement per new internal policies on Southwest Ambulance's part.

Staff has reviewed the past agreement and noted that all portions of the terms, rents, and conditions were met by both AJFD and SWA.

The new agreement establishes updated lease terms in regards to:

- 1) rent costs - \$3,100 monthly + utilities (pro-rated) with a 2% increase annually;
- 2) length of the lease - initial 3-year lease with the option to renew for one additional 3 year term; and 3) minor repair costs to the physical building.

This lease agreement will be in effect from January 1, 2013, through December 31, 2015.

This fire station was designed and built with the intent to house a separate ambulance crew in the facility to provide better response capability to the greater Gold Canyon area. It has worked well through the terms of the original lease agreement, and staff recommends the approval of this updated lease.

Financial Impact: Approval of this lease agreement will ensure a positive revenue source of \$37,200 for calendar year 2013; \$37,944 in 2014; and \$38,703 in 2015.

Enclosed: Proposed lease agreement

LEASE AGREEMENT

THIS LEASE AGREEMENT (this "Lease") is made and entered into this 19th day of December, 2012 ("Effective Date"), by and between SW General, Inc., an Arizona Corporation ("Tenant") and Apache Junction Fire District whose address is 565 N. Idaho Road, Apache Junction, AZ 85219, ("Landlord"). The parties agree as follows:

- 1) **Premises.** Upon the terms and conditions herein, Landlord desires to lease to Tenant and Tenant desires to lease from Landlord the premises located at 7557 E. US Highway 60, Apache Junction, Arizona, which includes approximately 1,072 square feet of building space on one floor and Apache Junction Fire District is the sole owner. This premises is illustrated Exhibit "A" attached hereto (the "Premises").

- 2) **Term.**
 - a) The initial term of this Lease shall commence on January 1, 2013 (the "Commencement Date") and end on December 31st, 2015, unless earlier terminated in accordance with the terms hereof (the "Initial Term").

 - b) Tenant shall have the option of extending the Initial Term for one (1) additional period of three (3) years; such additional period is referred to in this Lease as the "Renewal Period." The Renewal Period will be effective automatically at the expiration of the then prior term or period, unless Tenant notifies Landlord at least ninety (90) days prior to the beginning of the Renewal Period of its intention not to renew. The Initial Term and the Renewal Period are hereinafter collectively referred to as the "Term."

- 3) **Rent.**
 - a) The rental during the Term of this Lease shall be payable in equal monthly installments of Three Thousand One Hundred and no/100 Dollars (\$3100.00) each, commencing on the Commencement Date. Notwithstanding anything in this Lease to the contrary, rent for any fractional month shall be computed on a daily basis at an amount equal to 1/30th of the monthly rental.

 - b) Rent is due and payable on the first (1st) day of each month and is delinquent ten (10) days thereafter. Any rent paid after the tenth (10th) day of the month shall be assessed a five percent (5%) late fee. Rent shall be payable at the address for Landlord set forth in Paragraph 23 below.

 - c) Rent for each year of the Renewal Period shall be adjusted by a 2% increase over the previous year's rent payment unless the parties mutually agree otherwise.

- d) As additional rent, Tenant shall pay Landlord Three Hundred and no/100 Dollars (\$300.00) per month for utilities and shall be adjusted by a 2% increase over the previous year's utility payment unless the parties mutually agree otherwise.
- 4) Taxes. It shall be Landlord's exclusive responsibility to pay all taxes and assessments (general and special), all fines, penalties, costs and expenses, other governmental charges, excise profits, sales or transaction privilege tax now or hereafter levied or imposed upon Landlord by any government or governmental agency on account of, attributed to or measured by this Lease or with respect to the ownership and operation of the Premises when due and to maintain any and all such taxes and assessments and other charges in a current and paid condition.
- 5) Use of the Premises. Tenant may use and occupy the Premises for the following uses: (a) the provision of medical emergency and non-emergency transportation and related services within Landlord's boundaries and to the adjacent communities, including, but not limited to, (i) the parking, staging, washing and cleaning, maintaining and/or repairing of ambulance and/or other emergency vehicles, (ii) the stocking, and/or replenishing of medical supplies related to ambulance services rendered to the community, and/or (iii) the Premises being occupied twenty-four (24) hours a day, seven (7) days a week with vehicles and/or employees departing and returning to the Premises at any time, day or night; and (b) any other lawful use or purpose. Tenant shall not perform automotive maintenance on its ambulances on the Premises.
- 6) Condition of Premises and Improvements.
- a) Landlord represents and warrants as the Effective Date of this Lease:
- i) the Landlord is the sole owner of the Premises.
 - ii) Landlord agrees to repair and/or replace any item that when the item(s) are no longer reasonably functional and operational; except however, when their failure was caused by the Tenant's failure to perform routine maintenance or if the Tenant accidentally or willfully caused the damage in accordance with Paragraph 7;
 - iii) and for the Term of this Lease, the physical structure including but not limited to the building, its supports, ceiling, and/or roofing are physically sound without material fault and/or infestation (for example -- the roof and roofing system is structurally sound and watertight);
 - iv) Landlord has not received notice of any violation of any applicable laws, including, without limitation, zoning requirements and injunctions, in respect of any of the Premises that has not been corrected, and to Landlord's knowledge, no such violation or violations exist as of the Commencement Date that would have a material adverse effect on the use and occupancy of the Premises, as now used and occupied or intended to

be used and occupied by Tenant as described in Paragraph 5 above. If Tenant's particular use and occupation of the Premises is not permitted pursuant to any applicable laws, Tenant may declare this Lease to be null and void and no further force and effect, in which even Landlord shall return all rent and prepaid rent (if any) to Tenant;

- v) that the Tenant, on paying rent and performing its obligations under the Lease herein, shall have, and hold quiet enjoyment and uninterrupted leasehold title, occupation and enjoyment of the Premises during the Term of this Lease; and
 - vi) the Premises and adjacent properties, including subsurface soils, ground water or surface water are, to Landlord's actual knowledge, (1) free from any hazardous substances; and (2) in compliance with all applicable Environmental Laws. Tenant, at its sole cost and expense may obtain an environmental study.
- b) If at any time any removal or remediation of any environmental contaminant is sought or ordered or any liability or penalty is sought or imposed by any person with respect to the Premises, or by any authority having jurisdiction thereof on account of the presence of any Hazardous Substance at or any migration thereof from the Premises, whether based on alleged violation of applicable Environmental Laws, actual damage to persons or property resulting therefrom, or otherwise, Landlord shall defend, indemnify and hold harmless Tenant therefrom and against all claims, demands, losses, costs, expenses, and liabilities on account thereof, unless and to the extent caused by any breach of Tenant's obligations hereunder.
- c) Tenant shall have the right but not the duty or obligation, prior to taking possession of the Premises, and at any other time during the Term, to inspect and test for the presence of Hazardous Substances on or about the Premises. If any such inspection or test suggests that hazardous Substances are present, Tenant shall promptly give notice thereof to Landlord, and Tenant shall have the right, if Tenant so elects, to terminate this Lease upon thirty (30) days notice to Landlord. Upon notice to the Landlord of the presence of Hazardous Substances on the Premises, Landlord shall arrange for the prompt remediation and removal of such Hazardous Substances. If Hazardous Substances are discovered in the Premises prior to Tenant taking possession of the Premises, and Tenant elects not to terminate the Lease, the Premises shall not be deemed available to Tenant and rent shall not be due or commence unless and until Landlord has completed the remediation and removal of such Hazardous Substances in accordance with the terms of this Paragraph. After the completion of remediation undertaken by Landlord, Tenant shall again have the right, prior to taking possession, to re-inspect for the presence of Hazardous Substances. If any such re-inspection shows that Hazardous Substances remain, Tenant shall have the right to terminate this Lease upon thirty (30) days' written notice to Landlord.

- d) Tenant may make nonstructural alternations to the Premises only with Landlord's prior written consent. Tenant shall cause all work to be performed in a good and workmanlike manner. Any alterations, additions or fixtures made or installed by Tenant, may, at the election of Tenant, be removed by Tenant prior to the expiration of the Term provided removal does not damage the Premises and Tenant resorts the Premises.

7) Maintenance and Repairs.

- a) Subject to Paragraph 6, Tenant, at its own expense, shall routinely maintain in reasonable operational condition or repair the following:

Interior:

- (1) Walls (i.e., painting and wall coverings repair and/or replacement);
- (2) Floor Coverings (i.e., repair and/or replace); and
- (3) Or any other structural component

- b) Except the items for which Tenant is specifically responsible for in Paragraph 7a), Landlord shall maintain, repair, remove and/or replace all exterior, interior, structural and/or nonstructural items including without limitation, the building(s)' structure, roof (including all substructure thereof), gutters, exterior walls, doors, interior walls, plumbing, HVAC system, refrigeration (including condensers and related equipment), electrical, fixtures, parking lot and/or all other improvements located on the Premises.
- c) Tenant shall give Landlord written notice of any items to be addressed by Landlord under Paragraphs 6 or 7b. If Landlord fails to address and fix the item(s), or is not diligently completing the item(s) within ten (10) days of the Tenant's written notice date, or in addition to any other rights or remedies Tenant may have at law or in equity, Tenant may make such repair(s) and/or replacement(s) as needed. Notwithstanding the above, if the item that is the Landlord's responsibility fails and its failure causes substantial interference and/or difficulty, or effects the health and wellness of the Tenant, its employees, agents, contractors or licensees, or adversely effects the ability of Tenant to conduct its business in the Premises, then Tenant shall have the right to terminate this Lease.

- 8) Inspection by Landlord. Upon reasonable prior written notice, Landlord or its designated agent may enter onto the Premises to inspect the Premises and Tenant's compliance with this Lease.

- 9) Liens. Tenant shall not permit any liens to be placed on or recorded against the Premises. Landlord hereby waives any statutory or common law rights to lien, encumber or otherwise take a security interest in or on any and/or all of Tenant's property including but not limited to Tenant's furniture, fixtures, equipment, books, records, files, receivables, vehicles, contracts and/or client files.

10) Destruction of Premises.

- a) If all or any portion of the Premises shall be partially or totally damaged or destroyed by fire or other casualty, then, whether or not the damage or destruction shall have resulted from the fault or neglect of Tenant or its employees, agents, contractors or invitees, Landlord shall, with reasonable dispatch and continuity, perform all work necessary to repair, restore, replace and rebuild the Premises or the damaged portion thereof, including all alternations, improvements and additions therein regardless of by whom made (the "Landlord's Restoration Work"). Reasonable dispatch includes delays based on Landlord obtaining insurance proceeds.
- b) If the Premises are rendered partially untenable as a result of a fire or other casualty, rent payable hereunder shall be abated in proportion to the area of the Premises that is rendered untenable for the period from the date of such damage or destruction to the date upon which Landlord's Restoration Work is completed. If the Premises are rendered totally untenable, rent payable hereunder shall abate completely for the period from the date of such damage or destruction to the date upon which Landlord's Restoration Work is completed.
- c) If twenty percent (20%) or more of the Premises is rendered untenable by fire or other casualty, either Tenant or Landlord may terminate this Lease by giving written notice to Landlord within thirty (30) days after the date of such fire or other casualty. Such termination shall be effective on the date specified in the notice of termination, which shall be no later than one year after the date of such notice.
- d) Any rent paid by Tenant for a period beyond the date of termination of this Lease or for any period of abatement shall promptly be refunded by Landlord to Tenant.
- e) The provisions of this Paragraph 10 shall be considered an express agreement governing any case of damage or destruction of the Premises by fire or other casualty and any law now or hereafter in force which is inconsistent with the provisions of this Paragraph 10 shall have no application.

11) Condemnation.

- a) If at any time during the Term, title to the whole or materially all of the Premises shall be taken by the exercise of the right of condemnation or eminent domain, or by agreement among Landlord, Tenant and those authorized to exercise such right, this Lease shall terminate and expire on the date of such taking, and the rent required to be paid by Tenant shall be apportioned and paid to the date of such taking. For purpose of this Paragraph "materially all of the Premises" shall be deemed to mean that so much of the Premises (including loss of parking) have been taken that Tenant's customary use thereof for its operations its materially altered in Tenant's reasonable judge.

- 12) Utilities. Landlord shall pay, in a timely manner, for all water, garbage and electrical utilities used on or consumed within the Premises during the Term of this Lease; provided, however, that Tenant will be solely responsible for the timely payment of phone services supplied to the Premises during the term of the Lease.
- 13) Indemnity.
- a) Except when caused or contributed to (whether directly or indirectly) by the acts, omissions or negligence of Landlord or its agents, contractors, subcontractors, employees or invitees, Tenant will indemnify, protect and hold Landlord harmless for, from and against any liens, damage, losses, liability claims or expenses (including reasonable attorneys' fees) which result from any activities of Tenant, its agents, employees or invitees on the Premises or which arise out of any breach of Tenant's obligations, warranties and representations to Landlord as contained in this Lease.
 - b) Except when caused or contributed to (whether directly or indirectly) by the acts, omissions or negligence of Tenant, its agents, contractors, subcontractors, employees or invitees, Landlord will indemnify, protect and hold Tenant harmless for, from and against any liens, damages, losses, or liability claims or expenses (including reasonable attorneys' fees) which results from any activities of Landlord, its agents, employees or invitees on the Premises or which arise out of any breach of Landlord's obligations, warranties and representations to Tenant as contained in this Lease.
- 14) Insurance. For purposes of providing insurance coverage during the Term of this Lease, Tenant shall provide Landlord, prior to the commencement of rent, with a certificate of insurance demonstrating the following coverage:
- a) Commercial General Liability and Automobile Liability. Commercial general liability insurance and automobile liability with coverage limits of not less than \$2,000,000 for each occurrence, with an overall aggregate limit of \$5,000,000.
 - b) Property Coverage. Property insurance providing coverage for the Premises and Tenant's furniture, personal property, fixtures and equipment in the Premises, with coverage in an amount equal to the replacement cost thereof.
 - c) Additional Insured. The commercial general liability, and automobile liability insurance coverage required hereunder shall name the Landlord, its agents, employees, and officers, as an Additional Insured.
 - d) Notice of Cancellation. Tenant shall immediately notify the Landlord, in writing, of Tenant's cancellation of its insurance coverage.
 - e) Certificate of Insurance. Upon request, Tenant shall furnish to Landlord Certificate(s) of Insurance issued by Tenant's insurer as evidence that the

coverage: (1) is placed with reasonably acceptable insurers; (2) is detailed on the Certificate(s) as specified in this Lease; and (3) is in full force and effect on the commencement date of rent. Upon request, Tenant shall also furnish to Landlord updated Certificate(s) as policies are renewed.

- 15) Assignment and Subletting. Tenant may assign or sublet all or any portion of this Lease or the Premises to affiliate, parent or Subsidiary Corporation, or to any successor by merger, acquisition or consolidation. Tenant shall not otherwise assign this Lease, nor sublet the Premises or any part thereof, without the prior written consent of Landlord, which consent shall not be unreasonably withheld or delayed by Landlord.
- 16) Surrender. At the expiration or earlier termination of this Lease, Tenant shall peaceably and quietly surrender the Premises to Landlord in a broom-clean and sanitary condition and in essentially the same order, condition and repair as of the Commencement Date, ordinary and reasonable wear, tear and damage, by casualty or condemnation excepted. Any improvements, fixtures or personal property left on the Premises by Tenant at the termination of this Lease shall belong to Landlord.
- 17) Default – Grounds. The occurrence of any of the following events shall constitute a Default on the part of Tenant:
 - a) Failure to pay any rent or any other sum due and payable hereunder within ten (10) days after written notice of failure to pay on its due date has been received by Tenant; or
 - b) Default in the performance of any of Tenant's obligations hereunder where such default is (except a default under Paragraph 18 a) continuing for thirty (30) days after written notice thereof from Landlord to Tenant and Tenant has failed to cure the default or has failed to commence curing the default, and to diligently and in good faith prosecute the default's cure to completion.
- 18) Default – Remedies. Upon the happening of any Default, Landlord, at any time thereafter, may:
 - a) With notice to Tenant, declare the Term ended remove and/or evict Tenant and all parties occupying the same or any of them, and again repose and enjoy the Premises.
 - b) With notice to Tenant, remove and/or evict Tenant and all parties occupying the same or any of them, and re-enter and relet the Premises on such terms and conditions and such rent as Landlord may then reasonably determine. Landlord shall use all reasonable efforts to mitigate its losses and apply the new renter's rent and/or other sums paid to the Landlord from reletting the Premises to the rent and/or other amount(s) Tenant owes to Landlord for the remainder of the Term. Under this subparagraph, Tenant shall pay to the Landlord upon demand the Landlord's reasonable expenses and costs related to reletting the Premises.

- c) Cure and Default(s) of Tenant and add the Landlord's reasonable expenses, including reasonable attorney's fees, in doing so to the Tenant's rent to be paid hereunder. Landlord, at its option, may add interest on any such sum at the rate of twelve percent (12%) per annum due under this subparagraph until paid.
- 19) Security Interests. Landlord does not waive any statutory or common law rights of any nature on Tenant's property, including but not limited to, Tenant's furniture, fixtures, vehicle(s), equipment, books, records, files, accounts and/or client contract(s) or files.
- 20) Holding Over. If Tenant holds over in the Premises beyond the expiration of the Term, this Lease will continue to govern the relationship of the parties except that the rent shall increase in the amount of 5% and the Term shall be deemed a month to month tenancy.
- 21) Estoppel Statements. Each party will, from time to time, within fifteen (15) days after written request by the other, execute acknowledge and deliver to the other, a written statement certifying that this Lease is unmodified and in full force and effect if such is the fact (or, if there has been any modification thereof, stating the modification) and the dates to which the rentals and other charges have been paid in advance, if any. Any such statement may be relied upon by any prospective purchaser of the Premises, or by any mortgage or assignee of Landlord or Tenant, or by the trustee or beneficiary of any deed of trust constituting a lien upon the Premises or on the leasehold interest of the Tenant.
- 22) Notices. Any notice required or permitted to be given pursuant to this Lease shall be in writing: (i) delivered in person; (ii) deposited in the United States mail, postage pre-paid, registered or certified mail, return receipt requested; or (iii) by a nationally recognized overnight courier service to the following addresses:

to Landlord: Apache Junction Fire District
ATTN: Fire Chief
565 N. Idaho Rd.
Apache Junction, AZ 85219

with a copy to: Donna Aversa
7440 N. Oracle Road, #2
Tucson, AZ 85704

to Tenant: Southwest Ambulance
7557 E. US Highway 60
Apache Junction, AZ 85219

with a copy to: Rural/Metro Corporation
ATTN: Director of National Purchasing
9221 E. Via de Ventura
Scottsdale, AZ 85258

or to such other place as the respective addressee may have designated in a written notice to the other party. Service by mail will be deemed to have occurred forty-eight (48) hours after deposit of said notice in the United States mail. Personal delivery will be effective upon receipt or upon refusal to accept the notice. Notices may be given by each party's respective counsel.

- 23) Other Legal Terms. Waiver. The failure by either party to insist on strict performance by the other party of provision of this Lease shall not be a waiver of any subsequent breach or default of any provision of this Agreement. Severability. If any portion or portions of this Lease shall be for any reason invalid or unenforceable, the remaining portion(s) shall be valid and enforceable and carried into effect unless to do so would clearly violate the present legal and valid intention of the parties hereto. Survival. Any provisions of this Lease creating obligations extending beyond the term of this Agreement shall survive the expiration or termination of this Lease, regardless of the reason for such termination. Headings. The headings used in this Lease are for convenience only and do not limit the contents of this Lease. Amendments. Any amendments to this Lease shall be effective only if in writing and signed by authorized representatives of both parties. Entire Agreement. This Lease constitutes the entire agreement and understanding between the parties with respect to the subject matter hereof and supersedes any previous agreements or understandings, whether oral or written. No Third Party Beneficiary. Neither party intends in any manner whatsoever to create an interest or beneficiary in a third party. Exhibits. All Exhibits referenced herein are incorporated into this Lease in their entirety. Lease when used throughout this Lease shall include all referenced Exhibits. Legal Fees. In the event either party brings any action for any relief, declaratory or otherwise, arising out of this Lease, or on account of any breach or default hereof, the prevailing party shall be entitled to receive from the other party reasonable attorneys' fees, costs, and expenses. Time. Time is of the essence hereof. Publicity. Neither party shall identify or make reference to the other party in any communication, advertising or other promotional modality regardless of its form without prior written consent from the other party.
- 24) Termination. Either Landlord or Tenant may terminate this Lease at any time during the Term by delivering to the other party written notice of termination, which termination shall be effective thirty (30) days after delivery of such notice.
- 25) Subordination. This Lease shall be subject and subordinate (or at Landlord's option, superior) to any and all mortgages or deeds of trust now or hereafter placed upon the Premises and to all future modifications, consolidations, replacements, extensions and renewals of, and all amendments and supplements thereto. Notwithstanding such subordination, this Lease, so long as Tenant is not then in default of any of the terms, covenants and provisions hereof, shall not terminate or be divested by foreclosure or other default proceedings under such mortgages or obligations secured thereby, and Tenant shall attorn to and recognize the Landlord, mortgage (which term shall include the beneficiary under any deed of trust) or the purchaser at the foreclosure sale in the event of such foreclosure or other default proceedings, as Tenant's lessor for the balance of the Term of this Lease, subject to all of the terms and provisions of this Lease. Tenant shall execute, acknowledge and deliver any and all documents reasonably required to

effectuate the provisions of this Paragraph. Notwithstanding the foregoing terms of this Paragraph 26 to the contrary, Tenant shall not be obligated to take possession, or if possession is taken, pay rent or any other charges hereunder unless Tenant receives a non-disturbance agreement from any and all existing mortgagees and/or lessors providing that Tenant's occupancy under this Lease shall not be disturbed so long as Tenant is not in default hereunder and such mortgagee or lessor agree to be bound by this Lease. Furthermore, notwithstanding the foregoing terms of this Paragraph 26 to the contrary, this Lease shall not be subordinate to any future mortgage, lease or deed of trust unless and until Tenant has received a non-disturbance agreement from any and all such future mortgages and/or lessors providing that Tenant's occupancy under this Lease shall not be disturbed so long as Tenant is not in default hereunder, and such mortgagee or lessor agrees to be bound by this Lease.

- 26) Parking. Tenant shall have the right to park two (2) employee vehicles on the Premises.
- 27) Governing Law. This Lease shall be subject to and governed according to the laws of the State of Arizona, regardless of whether either party is or may become a resident of another state. The parties agree that the venue and jurisdiction shall be exclusively in the state and federal courts located in the County of Pinal in the above State.
- 28) Counterparts. This Lease may be executed in any number of counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed by their duly authorized representatives on the day and year first above written.

LANDLORD:

Apache Junction Fire District,
a(n) _____

Print Name: _____
Title: _____

IN WITNESS WHEREOF, the parties have caused this Lease to be executed by their duly authorized representatives on the day and year first above written.

LANDLORD:

Apache Junction Fire District,
a(n) _____

Print Name: _____
Title: _____

Tax Identification Number

TENANT:

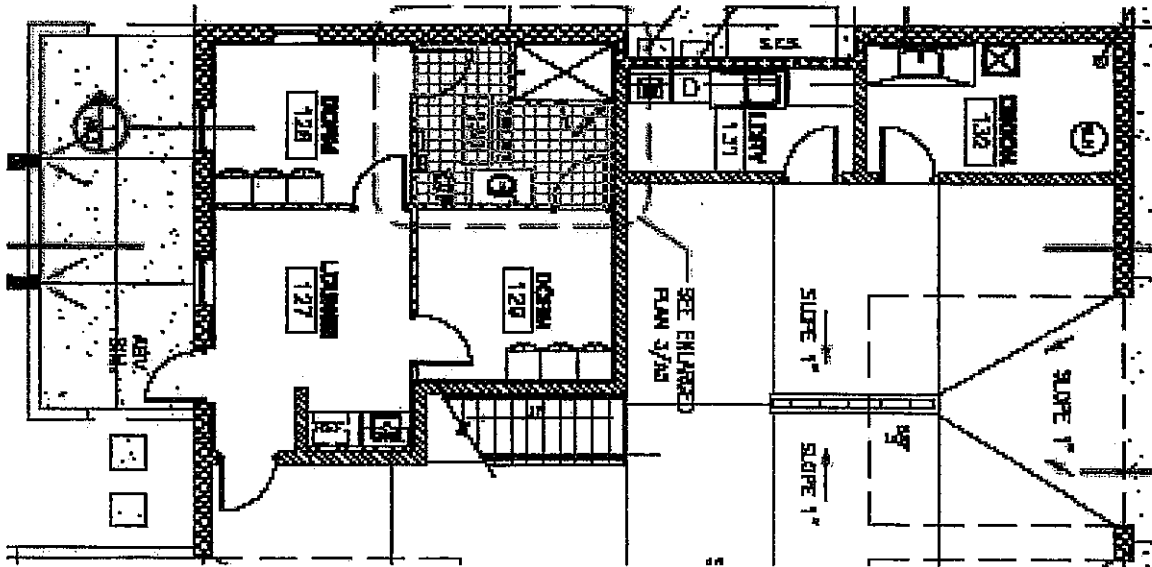
SW General, Inc., an Arizona Corporation

By: _____
Title: _____

EXHIBIT "A"

ILLUSTRATION OF THE PREMISES

Station 264 proposed living quarters and bay space for Southwest Ambulance
Total square footage 1,072 as shown minus rooms 131 and 132



Governing Board Meeting – January 16, 2013

Agenda Item: 6

BOD#: 2013-01-05

Agenda Item Title: Discussion and possible approval of the Fire District's Financial Statements and Independent Auditor's Report for the fiscal year ending June 30, 2012, as required by Arizona Revised Statutes §48-253, and as submitted by Anthony Lorenzo, CPA

Submitted By: Accountant Marie Pearce

Background / Discussion:

The District's annual audit has been completed as required by A.R.S. §48-253. Mr. Lorenzo will be attending the meeting and will present information regarding the audit. He will be available to answer questions from the Board.

Recommended Motion: *Motion to approve the Fire District's Financial Statements and Independent Auditor's Report for the fiscal year beginning on July 1, 2011 and ending on June 30, 2012, as submitted by Anthony Lorenzo, CPA and to direct staff to submit the auditor's report to Pinal County and Maricopa County as required by Arizona Revised Statutes §48-253.*

Financial Impact(s)/Budget Line Item:

Enclosed: To be provided at the Board Meeting

Governing Board Meeting – January 16, 2013

Agenda Item: 7

BOD#: 2013-01-06

Agenda Item Title: Discussion and possible action regarding the purchase and installation of an integrated sound and multi-media system for use in the board room

Submitted By: Deputy Chief David Montgomery

Background/Discussion: Staff has spent the last month researching equipment and systems, and gathering quotes for the purchase and installation of an integrated sound and multi-media system for the Board Room. Costs range from \$9,000 to \$10,000 to manage the equipment purchasing and installation in-house; or up to \$16,000-\$18,000 for a professional contractor to install all components.

The Board Room was constructed with the intention to install said system, but it has never been completed. The underground and in-wall conduits would not be able to be utilized if this project is kept in-house. The board desk/dais is constructed in such a manner to allow for a microphone system to be installed without damage. Certain electrical work will have to be completed, in addition to the scope of the quotes received to support the new electronics and multi-media equipment. Our existing sound equipment has been evaluated for possible use and found to be non-compatible with the newer equipment needed. This existing equipment was part of the original integrated sound system installed upon completion of the board dais in the mid-1990's when it was located in a different building. This equipment was used for a short period and then removed at the request of the sitting board due to ongoing problems with said system.

Financial Impact: Any costs would be unplanned expenditures if made in the current 2012/2013 fiscal cycle. Funding would have to come from the General Contingency Fund (100-10-63120-10) for purchase and installation in this current fiscal cycle. This project would become a planning project for fiscal 2013/2014 if not completed at this time. Funding need would be prioritized with all other facility project needs.

Staff Recommendation: Staff is seeking further board direction on a plan to proceed. Staff is prepared to complete a Competitive or Sealed Bid process as per Procurement Policy requirements.

Recommended Motion: None

Enclosed: None

Governing Board Meeting – January 16, 2013

Agenda Item: 8

BOD#: 2013-01-07

Agenda Item Title: Review, discussion and possible action regarding the AJFD Governing Board By-Laws

Requested By: Board Director Barbara Cobb

Background / Discussion:

The Board may decide to amend the By-Laws at any time; they were last amended in 2003. The Board may direct Staff to make specific changes and bring back the document with revision(s) at the January board meeting.

At the December meeting Director Cobb requested three examples of neighboring fire district's governing board's by-laws to be brought to the January meeting to assist in the process of the amendment. Those were emailed to the Governing Board and Board Attorney by HR Director Alonzo Strange.

Recommended Motion: The Board may just provide direction to staff – no motion would be needed.

Financial Impact(s)/Budget Line Item: none

Enclosed: Current AJFD Governing Board By-Laws

BY-LAWS OF APACHE JUNCTION FIRE DISTRICT

Adopted by the
Board of the Apache Junction Fire District

Dated: May 20, 2003

ARTICLE I

General

1. Purpose: These By-Laws set forth the general rules and guidelines of conduct for the Apache Junction Fire District Board.
2. Conflict with Applicable Law: In the event of any conflict in the laws governing the conduct of the Fire District, then such conflict shall be resolved by applying the regulating authority in the following order of priority: (a.) Arizona Revised Statutes Annotated; (b.) the By-Laws for the Apache Junction Fire District; and (c.) the Standing Rules of the Board.
3. Reference to Applicable Law: Any reference made in the By-Laws to controlling or applicable law, rules or regulations shall include all pertinent amendments thereto.
4. Definitions: The following definitions shall apply to these By-Laws:
 - a. "Board" shall mean the governing body of the Apache Junction Fire District.
 - b. "District" shall refer to the Apache Junction Fire District.
 - c. "Standing Rule" shall mean the rules and regulations adopted by the Board from time to time as they are needed in the form of resolutions establishing guidelines for a Fire District meeting which have been adopted by a majority vote of the Board with or without previous notice.

ARTICLE II

The Board

- a. Members: There shall be five members of the Board.
- b. Qualifications: A member of the Board must be a resident of the Apache Junction Fire District at the time of his or her election, and must remain so during his or her incumbency.
- c. Election: Members of the Board will be elected in accordance with the laws of the State of Arizona.
- d. Term: Board members are elected for a term of four years. Each member shall be installed at the first meeting following his or her election.
- e. Duties and Responsibilities: The members of the Board are vested with the authority for managing the affairs of the Apache Junction Fire District pursuant to the laws of the State of Arizona governing the management of fire districts.
- f. Authority of the Board: The authority of the Board is governed by the laws of the State of Arizona.
- g. Compensation: The Board shall serve without compensation and will only be reimbursed for any actual and reasonable expenses incurred on behalf of the Fire District.
- h. Vacancies: In the event that there is a vacancy in the Board caused by the death, resignation, or any other reason, of a Board member, then this vacancy may be filled by an individual selected by a majority of the remaining Board members in a manner determined by the remaining Board members. An individual selected by the Board shall serve until the expiration of the term of the Board member whose position he or she replaced.
- i. Role of the Fire Board: The Board shall act through a majority of a quorum by action taken at public meetings.
 - a. The Board shall be responsible for setting the District's budget and setting the District's policy.
 - b. The Board shall not engage in fire district operations and defers these duties to the Fire Chief to carry out in furtherance of the District's policies.
 - c. The Board shall instruct the Fire Chief to notify the Board regarding events that develop between Board meetings. The Board shall instruct the Fire Chief as to the manner of notification and the timing of notification. For example, for incidents that involve the arrest, termination, suspension or demotion of an employee, the Fire Chief shall provide written notice to the Board within a time that is reasonable under the circumstances.

- j. Role of Individual Board Members: Board members individually have not authority to act on behalf of the District and individual Board members have no more power or authority than any other resident of the District. Board members shall use their best efforts to be sure they make decisions based on the best information available and shall use their best efforts to be sure each of the Board members has the same information available upon which decisions in the best interest of the District are made.

- k. Disclosure: Within a reasonable time following election or appointment, each Board member shall disclose any conflicts of interest or potential conflicts of interest that each Board member has or may have regarding the District. The Board shall update its Disclosure each December.

- l. Board Members Interaction with Employees/Chain of Command: Any Board member approached by an employee regarding an operations issue shall refer the employee to their supervisor or the fire Chief.
 - a. Any Board member approached by an employee regarding a personal or personnel matter involving the District shall refer the employee to the employee's direct supervisor, or other officer as may be set forth in the Personnel Policy Guidelines.
 - b. Any Board member approached by an employee regarding a fire district matter may place an item on the agenda of a duly noticed Board meeting for discussion and consideration by the Fire Board or may request the employee address the Board at a call to the public at a duly scheduled Board meeting.
 - c. All board members shall take precautions to remove themselves from discussion or otherwise separate themselves from communications with employees or other individuals regarding matters which may go before the Board.
 - d. Each Board member shall communicate, during a public meeting, all information relevant to the District that the Board member obtained from sources apart from the Board meetings and correspondence addressed to all Board members.

ARTICLE III

Officers

1. Officers: The Apache Junction Fire District Board shall be administered by a Chairperson and a Clerk.
2. Qualifications: All officers must be members of the Board.
3. Election: All officers must be nominated by at least one Board member and must be elected by a majority vote of the Board.
4. Term: All officers shall serve for a term of two years. Officers may be reelected at the end of any term. The term of office shall be calculated from the date of the first meeting held in December of each year.
5. The Chairperson: The Chairperson is responsible for ensuring that the business of the public meetings is transacted in a proper order and is reasonably expedited. The Chairperson must ensure that all members observe appropriate procedure and that order and decorum are observed at the meetings.
6. The Clerk: The Clerk must have available at every meeting of the District the Minutes of the previous meeting and all other Minutes that have not been approved, the By-Laws of the District and all other rules pertaining to the District, a list of all the committees and the order of business or list of business to come before the meeting, The Clerk is the official custodian of all the records of the District. The Clerk must insure that all committees have such documents as they require for the performance of their duties. The Clerk, in the event of the Chairperson's absence or inability to act, shall have all the authority of the Chairperson.
7. Removal of Officers: An officer may be removed in the following manner: At least two (2) members must propose the removal of any one officer. In order for an officer to be successfully removed from office, at least three members of the Board must vote for such removal.
8. Death or Resignation of Officers: An officer may resign at any time by giving the Board written notice of his or her resignation. Upon the death of an officer, the office shall be deemed to be vacant as of the date of death.
9. Vacancies: In the event that an office of the Apache Junction Fire District becomes vacant, the Board shall elect a replacement at the next meeting after the occurrence of the vacancy to fill the vacant position or as soon thereafter as practical under the circumstances. The newly elected officer shall then serve until the expiration of the term of the officer whom he or she replaced.

ARTICLE IV

Board Committees

1. Formation: A committee may be formed by the Board in the following way. Any member of the Board Present at a meeting may propose the establishment of a committee. A motion to establish a committee must be approved by a majority vote of the Board. A committee may be appointed for one of the following purposes or any other purpose deemed reasonable by the Board:
 - a. To consider and recommend suitable action on a resolution, action or other matter referred to.
 - b. To investigate a certain issue and report facts with its opinions thereon;
 - c. To execute an order of the District; or
 - d. To represent or act for the District in a certain matter.
2. Term: The committee may serve for a reasonable term, as designated by the Board, and, should the committee fail to make its recommendations or file its report within the designated term, then the Board may extend such term or discharge the committee, as it sees fit.
3. Membership Qualifications: Any individual residing within or without the District may be appointed as a committee member. Nominations for membership to the committee may be made by the Board or made by appointment from the Chair. In the event that nomination is made from the Board, then the member may only qualify if he or she receives a majority vote of those Board members present at the meeting. No more than two (2) members of the Board may be appointed as committee members.
4. Authority of the Committee: A committee is authorized to perform only such acts as are within the reasonable scope of the object of the committee. Expenses incurred by the committee must receive prior approval of the Board and must be reasonable in scope.
5. Records of Committee Action: The committee is required to keep minutes of its meetings.
6. Reports to the Board: The committee shall present its written report or recommendations to the Board at a public meeting designated by the Board.
7. Discharge: The committee is discharged at the time of making its report or recommendations to the Board, unless
 - a. The committee is requested by the Board to review the report or recommendations and make modifications;
 - b. The decision of the Board is to discharge the committee prior to the making of the report; or
 - c. The committee is a standing committee.

8. Structure: The Chairperson of the Board will appoint a Chairperson of the committee. The Chairperson is the member who reports to the District. The committee may also select a secretary.
9. Committees Formed by Fire Chief: From time to time, the Board may direct the Fire Chief to form a committee to study any issue and report to the Board. Any such committee may be formed and shall conduct its business under the direction of the Fire Chief or his designee and shall not be governed by these By-Laws.

ARTICLE V

Meetings

- a. Notice: Notice must be given by:
 - a. posting a notice of the meeting in the places designated by the District in statements filed pursuant to A.R.S. § 38-431.02 with the Arizona Secretary of State and the Clerk of the Pima County Board of Supervisors, and
 - b. giving such additional public notice as the Board determines to be reasonable and practical. The notice shall include an agenda of the matters to be discussed or decided at the meetings.
- b. Quorum: Three members of the Board shall constitute a quorum. Board members must be present in person or in the manner authorized in Section 12 below this Article V during the meeting. Should the Board membership present at the meeting fall below the required number for a quorum, then the meeting may be reconvened at a designated later time or date when a quorum is present.
- c. Agenda: The agenda must be available at least twenty-four (24) hours in advance of the meeting, unless (a) an actual emergency exists, or (b) a meeting has been recessed and resumed as provided in Section 8 of this Article V. Except for an emergency situation, only matter listed on the agenda and other matters related thereto may be discussed, considered or decided at the meeting.
- d. Regular Meetings: The regular meeting of the Apache Junction Fire District is to be held on the first Wednesday of each month.
- e. Special Meetings:
 - a. The Chairperson may call a special meeting at any time, by giving the notice required by the law and providing an agenda for the special meeting, as required by Arizona law.
 - b. At the written request of **two** Board Members, the Chairperson shall call a Special Meeting by giving the notice required by law and providing an agenda for the special meeting as required by Arizona law. In the event the Chairperson fails to call a Special Meeting, at the written request of two board members, the Clerk shall call the Special Meeting.

- f. Ratification of a Prior Act: The notice requirement for ratification of a prior act taken in violation of Arizona law is seventy-two (72) hours. Ratification must take place within thirty (30) days after the discovery of the violation or after such discovery should have been made by the exercise of reasonable diligence.
- g. Emergency Meetings: In the case of an actual emergency, less than 24 hours notice of a meeting may be given and the notice that is actually given shall be appropriate to the circumstances generating the emergency; however, there are three (3) requirements which must be met which are as follows:
 - a. An announcement must be made at the meeting of the reasons necessitating the emergency meeting;
 - b. A statement must be made in the minutes of the meeting setting forth the reasons for the emergency meeting; and
 - c. Within 24 hours after the meeting, a public notice must be posted declaring that an emergency session has been held and setting forth the information required under paragraph 3.
- h. Meeting Recessed: Less than twenty-four (24) hours notice may be given when a properly noticed meeting is recessed to a later date. Prior to the recessing, notice must be publicly given as to the time and place of the resumption of the meeting or the method by which notice shall be publicly given. This notice must also comply with the agenda requirements respecting matters to be addressed when resumed.
- i. Order of Business: The order of business at any public meeting is as follows; however, the order of business may be changed by the Chairperson:
 - a. Call to order and Pledge .
 - b. Roll call and a determination that a quorum exists.
 - c. The review of the Minutes of the previous meeting and their approval, modifications or amendment.
 - d. Financial Reports.
 - e. A call to the public for comments about the Apache Junction Fire District (subject to anytime limitation).
 - f. Consent agenda items.
 - g. Old business/New business items.
 - h. Announcements.
 - i. Adjournment.
- j. Minutes: The written Minutes record any and all official acts of the District taken by the Board. If any conflict exists between the Minutes and any other record of a meeting of the District, then the Minutes as approved by the Board shall prevail.

- k. The Approval, Ratification and Amendments to the Minutes: The Minutes of a meeting of the District shall be approved, amended or modified at the next regular or special meeting or as soon thereafter as is reasonable. Upon review and approval of the Minutes of a previous meeting, those minutes shall be signed by the Clerk. After the Minutes have been approved, amended or modified at the next regular meeting, subsequent amendments or modifications may only be made in accordance with the following requirements:
 - a. An amendment or modification of grammatical, typographical, or other non-substantive error in the Minutes may be proposed at any time; and
 - b. A substantive amendment or modification to the Minutes may be proposed, discussed, and adopted only at a regularly scheduled public meeting. A substantive amendment or modification to the Minutes may only be voted if a majority of the Board members who originally approved the Minutes are present and can vote on the subsequent amendment or modification as Board members.

- l. Conduct of the Meeting: The Chairperson will preside at all regular, special or emergency meetings. In the event that the Chairperson is not present, then the Clerk will preside. In the absence of both the Chairperson and Clerk, the board member with the most seniority will preside. The meeting shall also be conducted pursuant to the following requirements:
 - a. Voting will be done by voice vote or a show of hands in a manner sufficient to give the Chairperson notice of each member's vote. In the event that a roll call count is requested by any Board member, then the Chairperson shall require a roll call vote.
 - b. The public shall have access to all meetings except for Executive Session.
 - c. The Board may arrange for participation by telephone or video conference for a Board member otherwise unable to attend. In the event that a telephone or video conference is made available, then the following procedure must be followed:
 - 1) the notice or the agenda should state that one or more members of the board will participate by such method to the extent this information is available at the time of posting the agenda;
 - 2) facilities must be set up in order to permit to observe telephone or video communications by those in attendance at the meeting;
 - 3) there should be a clear identification of all members participating by such method; and
 - 4) the Minutes of the meeting should identify members participating by telephonic or video communications and should describe the procedures followed.

- d. The Consent Agenda is intended to streamline the purchase of items or services which are included in the District's budget. Any Board member may request that an item be removed from the Consent Agenda and considered separately. If such a request is made, the Chairperson may alter the order of business to consider the separate item either before or after the remainder, if any, of the Consent Agenda.

ARTICLE VI

Executive Sessions

1. Requirements: Upon, and only upon, a public majority vote of sufficient members to constitute a quorum, an executive session may be held only for the purposes specified by Arizona law.
2. Procedures: Before the Board goes into executive session, a majority of the members constituting a quorum must vote at a public meeting to hold such an executive session. The vote may permit the holding of an executive session during or immediately following the public meeting or at some later date whether specified or to be scheduled.
3. Notice: If an executive session is to be held, notice shall be given to the general public stating the specific provision of law authorizing the executive session.
4. Agenda: The agenda for an executive session shall include only a general description of the matters to be considered and shall not contain information that would defeat the purpose of the executive session.
5. Confidentiality: The Chairperson or other person conducting the executive session in the absence of the Chairperson shall advise all persons present of the confidential nature of executive sessions.

ARTICLE VII

Maintenance of Records

1. The Responsibility of the Clerk: It is the responsibility of the Clerk to be familiar with the maintenance all the records of the District and to oversee that such records in current order.
2. Written Minutes: Minutes must be taken of all public meetings and executive sessions. Either written minutes in draft form or a recording of public meetings must be available for public inspection within three (3) working days after a meeting. No recording shall be made of any executive session and access to executive session minutes is restricted pursuant to Arizona law. The following information must be in the Minutes:
 - a. The date, time, and place of the meeting.
 - b. The members of the Board recorded as either absent or present.
 - c. A general description of the matters discussed or considered, even where no formal action or vote is taken with respect to those matters.

- d. An accurate description of all legal actions proposed, discussed or taken and the names of persons who proposed and seconded each motion. The Minutes must also reflect how the body voted and the numerical breakdown of the vote.
 - e. The name of each member of the public making a statement or presenting material to the Board and a specific reference to the action to which the statement or presentation relates.
 - f. A full description of the nature of any emergency matter, specifically including, but not limited to, the circumstances necessitating the emergency.
 - g. In the event that a prior act in violation of the Open Meeting laws of the State of Arizona is ratified, a copy of the disclosure statement is required for such ratification.
3. Maintenance of Records: A record of all notices, including a copy of each notice posted and information regarding the date, time, and place of posting, must be kept in accordance with the District's record maintenance policy.
 4. Executive Sessions: The Minutes of an executive Session must be maintained as confidential documents subject to Arizona law.
 5. Committees: The committees shall present their reports and/or recommendations at a public meeting and the Minutes of such public meeting must reflect the substance of the report and/or recommendation. The Minutes should also reflect the names of the committee members supporting the report or recommendation and the names of those committee members not in support of the report or recommendation.
 6. Policy Decisions: All resolutions dealing with the policy of the District shall be set forth clearly in the Minutes by being separately identified by the title "Policy Decision." Such policy decisions shall also be recorded separately from the Minutes in a book containing all current policies of the District.
 7. Agendas: The agendas for all meetings shall be preserved with the written Minutes for each meeting and must be maintained indefinitely.

ARTICLE VIII

Finances

1. Annual Report to Pinal County: The Board shall submit an annual report to Pinal County pursuant to the requirements of the law of Arizona, as amended from time to time.
2. Annual Budget: The Board shall prepare an annual budget containing detailed estimated expenditures for each fiscal year. The budget must clearly show the salaries payable to the employees of the District, including the Chief Notice of the budget must be given as required by the law of Arizona and must be adopted by the Board pursuant to those laws. Copies of the budget must, be available to members of the public upon written request.
3. Annual estimate: No later than July 10th of each year, the Chairperson must submit to the Board of Supervisors of Pinal County an estimated, certified by items, of the amount of

money required for the equipment and maintenance of the District for the ensuing year, less the amount due from the county Fire District Assistance Tax. The annual estimate must in all other ways comply with the requirements of the laws of the State of Arizona.

4. Authorized Expenditures: The Board is authorized

ARTICLE IX

Execution of Documents

1. Adoption: The Board has previously adopted the 1997 Uniform Fire Code in accordance with Arizona statutes. The District must keep three (3) copies of the code, including amendments and revisions, on file for public inspection.
2. Amendments or Revisions: Amendments or revisions to the code may be adopted after hearing. The proposed revisions and/or amendments shall be posted in three (3) public places and published in a newspaper of general circulation in the District thirty (30) days prior to a public hearing to adopt the amendments and/or revisions.
3. Fire Protection Standards: The Board must assist the State Fire Marshal in the enforcement of fire protection standards within the Fire District.

ARTICLE XI

Pension Board

1. Participation in the Public Safety Personnel Retirement System (PSPRS) and Pension Fund: The Board shall have the authority to direct the District to participate in and conform to the state standards for the PSPRS. Nothing in this Article shall be construed in a manner contrary to PSPRS standards or requirements.
2. Appointment of Trustees: The Board, at its regular meeting to be held each December, shall appoint the Clerk of the Board to the Apache Junction Fire District Pension Board. Other appointments shall conform to State PSPRS standards and shall include the Fire Chief and a person who is not a Board Member or District Firefighter.
3. Increase in number of Members: In the event the number of members of the Pension Board is increased to seven by operation of law, the District, at its own expense, shall call for the election of additional trustees to be elected to the Board. Only firefighters employed by the District shall be eligible to vote in this election. Each firefighter shall be entitled to one (1) vote for this election. The firefighters receiving the four highest accumulative votes shall be declared to be the new members of the Board of Trustees. Of these four, the two firefighters receiving the two highest accumulative votes shall be deemed to be elected for four year terms; the two firefighters receiving the two lowest accumulative votes shall be deemed to be elected for two year terms. Bi-annually, thereafter, two firefighters shall be similarly elected to terms of four years.

4. Vacancies on the Board of Trustees: If a vacancy occurs for a Pension Board Member who is appointed by the District, the District shall appoint, within sixty (60) days of the date of the vacancy. The person so appointed shall meet the qualifications required of the trustee when he was appointed who created the vacancy. Only firefighters employed by the District shall be eligible to vote in this election. After the appointment or the election. After the appointment, or election, the District shall notify the Board of Trustees of the new trustee and when the new trustee's term expires.

ARTICLE XII

Construction

1. Construction of By-Laws: These By-Laws shall at all times be construed in a manner consistent with Arizona law and any applicable statutes, regulation, ordinances, or standards.
2. Enforcement: These By-Laws may be enforced by an action with the Pinal County Superior Court upon a vote of majority of a quorum of the Board.

ARTICLE XIII

Amendment

1. Amendment of By-Laws: These By-Laws may be amended at a duly notice meeting.

Adopted by the Apache Junction Fire District Board on May 20, 2003.

IN WITNESS WHEREOF, the Clerk of the Apache Junction Fire District Board has hereunto set his or her hand this ____ day of _____, 2003.

Clerk of the Apache Junction Fire District

STATE OF ARIZONA)
)ss
COUNTY OF PINAL)

This instrument was acknowledged before me this ____ day of _____, 2003 by _____, Clerk of the Apache Junction Fire District.

Notary Public

My commission Expires:

Governing Board Meeting – January 16, 2013

Agenda Item: 9

BOD#: 2013-01-08

Agenda Item Title: Discussion and possible action regarding the approval and adoption of a planning calendar and process for the Fiscal Year 2013/2014 AJFD Revenue and Expenditure Budget

Requested By: Senior Leadership Team

Background/Discussion: Enclosed for reference and review is the proposed schedule and planning calendar for budget preparation over the next six months. This schedule follows similar and successful methodologies and processes used in past years.

The schedule details Governing Board planning, activity, and decisions occurring at the regularly scheduled Governing Board meetings (the third Wednesday of each month). The final adoption of the FY 2013/2014 budget needs to be scheduled on Monday, July 1, 2013, in order to transmit funds by Tuesday, July 2, 2013 for the scheduled Friday, July 5, 2013 payday. This early meeting in July will be a challenge to staff to provide exact year end balances, but accounting can plan in advance for this and any slight change in the final balances can be accounted for in the year-end cash balance. Typically, this special meeting in July also serves as the regular meeting for the month as well, and the Board may designate it as such.

Following past practice, the proposed budget planning calendar considers key items such as:

- Labor and Management will be meeting throughout the budget planning process to ensure discussion and consideration of items of mutual interest. The Labor organization may chose to make a presentation to the Board at the March Governing Board meeting. This allows Staff approximately one month to provide funding information on any Labor proposals for the April Board meeting.
- Staff will also be meeting with the unrepresented employees to discuss their items of interest for the upcoming budget year, as is done for the represented employees.
- On **February 20**, the Governing Board will review the preliminary property tax abstracts from Pinal County and the preliminary Revenue Budget will be presented. The Strategic and Operational Plan will be reviewed for the Board. Staff typically presents several scenarios with a range of tax rates so the Board can begin considering the planning rate that will be used to move towards the March and April Board meetings.
- At the **March 20** Governing Board meeting, Staff will present the Summary Base Expenditure Estimates, the Summary New Funding Proposals, Labor Proposals, and the annual CFAI Standards of Coverage. This meeting will also be a time when the Board may chose to discuss any funding or program changes or reductions they feel may be necessary.

- After receiving specific direction from the Board at the March meeting, the Fire Chief and Staff will prepare the Detailed Preliminary Line-Item Budget for review at the **April 17** Board meeting. At that meeting the Board will be asked to set a Planning Tax Rate so that Staff can work to develop the Tentative Budget for the May 15 Board meeting.
- The Tentative Budget adoption is scheduled for the **May 15** Board meeting. The Consolidated Tentative Budget will be published twice in local news publications and posted for the required minimum 20 days for public comment as required by law.
- At the **June 19** meeting, the Board can encourage public comment for the official public hearing that will occur during the special board meeting scheduled in early July.
- Staff is proposing a **July 1** Board Meeting for the public hearing and adoption of the FY 2013/2014 budget. The year end balances will not be exact, but any differences will be extremely small and can be accounted for within the year-end cash balance. The adopted budget will then be submitted to both Pinal and Maricopa County and the State of Arizona before the July 31 deadline.

Staff recommends approval of the Budget Planning Calendar for FY 2013/2014 budget planning.

Recommended Motion: *Motion to adopt the Fiscal Year 2013/2014 Budget Planning Calendar as presented, and to schedule the July Governing Board Meeting for Monday, July 1, 2013 at 5:30pm.*

Financial Impact: TBD

Enclosed: Proposed FY 13/14 Budget Planning Calendar

AJFD 2013/2014 BUDGET PLANNING TIMELINE

BUDGET TIMELINE ACTIVITY	DUE DATE	RESPONSIBILITY	BUDGET TIMELINE ACTIVITY	DUE DATE	RESPONSIBILITY
Board Meeting: Budget • Review / Establish Budget Planning Process & Schedule	01/16/13	GOVERNING BOARD	Detailed Budget Document Due for Review	04/01/13	ADMIN. STAFF
Distribution of 2013/2014 Budget Planning Calendars w/ Instructions	01/17/13	FIRE CHIEF	Expanded Budget Meeting: Review • Review Detailed Budget Document	04/09/13	COMMAND STAFF - EXP.
Budget Meeting: Review • Budget Process Review • Strategic & Operational Plan Review	01/22/13	COMMAND STAFF	Budget Meeting: Labor / Management Team • Review Detailed Budget Document	04/10/13 *	LABOR / MGT. TEAM
Budget Meeting: Labor / Management Team • Labor's Preliminary Budget Proposals	02/06/13	LABOR / MGT. TEAM	Board Meeting: Budget • Review Detailed Line-Item Budget Document • Determine Fiscal Policy / Tax Rate for Fiscal 13/14	04/17/13	GOVERNING BOARD
Review Property Tax Abstracts & Preliminary Revenue Budget Estimates	02/12/13	ADMIN. STAFF	Budget Meeting: Amend & Revise • Review & Amend Detailed Budget Document	04/24/13	COMMAND STAFF
Budget Meeting: Report • Strategic & Operational Plan Report	02/12/13	COMMAND STAFF	Tentative Budget Document Due for Review	05/01/13	ADMIN. STAFF
Board Meeting: Budget Development • Review Tax Abstracts & Preliminary Revenue Budget Estimates • Review Strategic & Operational Plan • Establish Funding Priorities & Planning Tax Rate	02/20/13	GOVERNING BOARD	Budget Meeting: Review • Review Detailed Budget Document	05/08/13	COMMAND STAFF
Expanded Budget Meeting: Preliminary Budget Review & Prioritization • Review Program Estimates • Review Program Proposals • Review New Funding Requests • Review CFAI Standards of Coverage	02/28/13	COMMAND STAFF - EXPANDED	Budget Meeting: Labor / Management Team • Review Detailed Budget Document	05/08/13 *	LABOR / MGT. TEAM
Establish Baseline Wage & Benefit Cost Estimates Establish Secondary Wage & Benefit Cost Estimates w/ Labor Proposals	03/05/13	ADMIN. STAFF	Board Meeting: Budget • Tentative Budget Adoption for Fiscal Year 13/14	05/15/13	GOVERNING BOARD
Budget Meeting: Labor / Management Team • Review Preliminary Budget w/ Labor Proposals	03/06/13	LABOR / MGT. TEAM	Budget Spending Cut-Off Date for Non-Essential Spending	05/16/13	ADMIN. STAFF
Board Meeting: Budget Development • Summary Base Expenditure Estimates - Fire Chief • Summary Program Funding Proposals - Fire Chief • Labor Budget Proposals Presentation - AJ Chapter V.P. • CFAI Standards of Coverage Presentation - Dep. Chief Ops	03/20/13	GOVERNING BOARD	Publish & Post Consolidated Tentative Budget 20-30 Day Public Comment Period	05/20/13	ADMIN. STAFF
Budget Meeting: Review & Amend • Revise Budget Proposals as Necessary	03/26/13	COMMAND STAFF	Expanded Budget Meeting: Expenditure Planning • Establish Annual Expenditure Plans	06/11/13	COMMAND STAFF - EXP.
			Fiscal Year 2013 / 2014 Begins	07/01/13	
			Board Meeting: Public Hearing • Budget Adoption for Fiscal Year 2013/2014	07/02/13	GOVERNING BOARD
			Budget Submittal to Pinal County & State of Arizona	07/25/13	ADMIN. STAFF

All Prog. Mgrs Invited to Expanded Mtgs.

* Denotes Non-Typical Mtg. Date

Governing Board Meeting – January 16, 2013

Agenda Item: 10

BOD#: 2013-01-09

Agenda Item Title: Chief's Report

Submitted By: Fire Chief Paul Bourgeois

Background / Discussion:

This item is for the Fire Chief to share information with the Board of any variety of items occurring within, or related to, the Fire District. Any item shared is for information only. Upon request of the Board, any item shared during this agenda item may be moved to the agenda for future meetings. Governing Board discussion, other than clarifying questions, cannot occur and no action, position, or direction may occur until the specific item is placed on the agenda.

- The statistical reports for the previous month are included in the packet.
- Ladder 263 'B' Shift had a call on December 12 that resulted in a very satisfied customer. The crew consisted of Acting Captain Alex Dupuis, Firefighter/Medic Mike Ament, Firefighter July Ritschel, and probationary Firefighter Matt Dold.

We received the following message from the patients' husband:

Hello, On the evening of December 12, 2012 I called 911 because my wife was having a seizure in the living room. I want to tell you that the EMS crew performance was spectacular! They were coming in the door in less than 2 minutes after I called and went right to work. I could not have asked for, or gotten a higher quality or more professional effort. I really hate paying taxes but I don't mind at all paying for this service. Please tell everyone that they did a great job and thank you. She has been diagnosed and is being treated with medicine.

- Mike Burch

Governing Board Meeting – January 16, 2013

Agenda Item: 11

BOD#: 2013-01-n/a

Agenda Item Title: Announcements

Background / Discussion: The Governing Board and/or Staff may share information at this time.

Governing Board Meeting – January 16, 2013

Agenda Item: 12

BOD#: 2013-01-10

Agenda Item Title: Adjourn

Recommended Motion: "Motion to adjourn the Board meeting."