



SUNSTITES-PEARCE FIRE DISTRICT

SERVING RESIDENTS OF THE SUNSTITES-PEARCE FIRE DISTRICT,
AND NEIGHBORING COCHISE COUNTY

Mailing Address: PO Box 507, 105 TRACY ROAD PEARCE, AZ 85625

PHONE: (520) 826-3645; FAX: (520) 826-3586

www.sunsitesfire.org

Sunsites-Pearce Fire District Regular Meeting September 23, 2014

1. **Call to Order.** The meeting was called to order at 10:30 a.m. by Administrator Schelling.
2. **Pledge of Allegiance.** Mr. Charles Garner led the attendees in the Pledge of Allegiance.
3. **Call to the Public.** No one addressed the board.
4. **Consent Agenda**
 - A. **Approval of Warrants.** Mr. Schelling approved all Warrants.
 - B. **Approval of Expenses.** Mr. Schelling approved all expenses
 - C. **Approval of Minutes from the August 26, 2014 Meeting.** Mr. Schelling approved and signed the Minutes from the August 26, 2014 Meeting.
5. **Financial Reports.** Mrs. Suprenant reviewed the August 2014 Financial Reports with Mr. Schelling and the public. See the attached Financial Reports. Mr. Schelling approved the financial report.
6. **Action Agenda:** There was nothing to address on the action agenda.
7. **Fire Chief's Report.** The Fire Chief's Report was presented by Interim Fire Chief, Josh Steinberg. See attached Fire Chief's Report.
8. **Comments from the Administrator on past and current issues raised by public concerning the Administrator and Fire District.** Mr. Schelling informed the public that there would be 3 new board members starting in December. It is the responsibility of the new board members to appoint an additional 2 members in a timely matter. Mr. Schelling also announced there will be an open house at the fire station on October 11. It is open to the public, and lunch will be provided.
9. **Adjourn** – There being no further business, the meeting was adjourned at 10:43 a.m.

Respectfully submitted,

Kelsi Suprenant

X

Thomas Schelling
Administrator

SUNSITES PEARCE FIRE DISTRCT AUGUST 2014 FINANCIAL INFORMATION

BANK ACCOUNT INFORMATION:

M&O ACCOUNT	\$3,546.08
PAYROLL ACCT:	\$5,540.08
RESERVE ACCT:	\$14,366.09
PETTY CASH:	\$282.25
TOTAL BANK ACCOUNTS:	\$23,734.50

REVENUES:

FIRE DISTRICT ASSISTANCE TAX:	\$1,730.89
REAL & PERSONAL PROPERTY TAXES:	\$4,022.71
WILDLAND REVENUE	\$11,428.74
FIRE SUBSCRIPTIONS	\$2,633.95
DONATIONS	\$103.50
MISC. OTHER (REFUNDS, ETC)	\$0.00
AMBULANCE REVENUE	\$17,458.37
AUGUST	\$0.00
JULY	\$4,945.29
JUNE	\$3,029.41
90+ DAYS	\$2,064.97
TOTAL REVENUES	\$37,378.16

ACCOUNTS RECEIVABLE:

WILDLAND	\$80,383.01
OUT OF DISTRICT	\$16,960.62
AMBULANCE	
AUGUST CHARGES	\$28,812.26
RECEIVED	\$0.00
MED WRITE-OFF	\$0.00
AUGUST AMB. RECEIVABLE	\$28,812.26
JULY	\$14,047.18
JUNE	\$14,533.86
MAY	\$7,005.79
TOTAL AMBULANCE RECEIVABLES	\$64,399.09

TOTAL CURRENT RECEIVABLES: **\$161,742.72**

ACCOUNTS PAYABLE: **\$ 10,164.71**

CREDIT LINE ADVANCE: **\$ 63,460.00**

Sunsites-Pearce Fire District Profit & Loss

August 2014
Aug 14

Ordinary Income/Expense

Income

INCOME

Taxes

Fire District Assistance Tax 1,730.89

Real & Personal Property Taxes 4,022.71

Total Taxes 5,753.60

Charges for Service

Ambulance Revenue 8,877.29

Fire subscriptions 2,386.59

Wildland Revenue 11,428.74

Total Charges for Service 22,692.62

Total INCOME 28,446.22

Total Income 28,446.22

Expense

Wells Fargo Credit Card #6883 2,590.89

OPERATIONS

Uniforms 15.97

Training 1,860.00

Repair & Maint/vehicles 2,641.17

Utilities

Electricity

Arts and Crafts Room Qtrs 201.63

Main Station 356.15

Richland Station 38.02

Street Light #6115101 12.99

Street Light #6121101 12.33

Total Electricity 621.12

Garbage Collection 40.00

Natural Gas 51.18

Telephone

Stations Telephone 441.02

Telephone Verizon Wireless 220.16

Total Telephone 661.18

Water

Arts and Crafts Room 52.44

Hydrant/Park 55.82

Station Water 165.89

Total Water 274.15

Sunsites-Pearce Fire District Profit & Loss

August 2014
Aug 14

Total Utilities	1,647.63
Medical Supplies	1,818.85
Fuel	3,775.64
Equip Communication	
Dispatch	49.00
Total Equip Communication	49.00
Miscellaneous Expenses	177.42
Total OPERATIONS	11,985.68
ADMINISTRATION COST	
Janitorial Expenses	40.03
Professional/Contract Services	
EMS Billing	115.50
Total Professional/Contract Services	115.50
Office/Misc Supplies	
Bank Fees	26.18
Office Supplies/Postage	530.44
Office/Misc Supplies - Other	131.69
Total Office/Misc Supplies	688.31
ADMINISTRATION COST - Other	159.08
Total ADMINISTRATION COST	1,002.92
PERSONNEL	
Benefit Costs	
Retirements 457/PSPRS	8,609.12
Workers Compensation Insurance	28.85
Health Insurance Self Paid	0.00
Health Insurance - Other	300.00
Benefit Costs - Other	2,178.60
Total Benefit Costs	11,116.57
Payroll Tax Cost	
Payroll Taxes	4,907.44
Total Payroll Tax Cost	4,907.44
Wages & Salary Cost	
PTO	4,489.93
Wages	
Captain	4,807.00
Paramedic	10,058.55

Sunsites-Pearce Fire District Profit & Loss

August 2014
Aug 14

EMT	15,654.05
Fire Fighters	1,722.38
Wildland Fire	4,404.80
Administrative	1,435.88
Fire Chief	
Salary	6,692.31
Total Fire Chief	<u>6,692.31</u>
 Total Wages	 44,774.97
 Overtime	
Administrative Overtime	0.00
Wildland Fire Overtime	6,596.68
Fire Fighters Overtime	0.00
EMT Overtime	1,160.10
Paramedic Overtime	790.50
Captain Overtime	446.25
Total Overtime	<u>8,993.53</u>
 Holiday	 0.00
Wages & Salary Cost - Other	<u>884.22</u>
Total Wages & Salary Cost	<u>59,142.65</u>
 Total PERSONNEL	 <u>75,166.66</u>
 Total Expense	 <u>90,746.15</u>
 Net Ordinary Income	 -62,299.93
 Other Income/Expense	
Other Income	
Cochise County Advance	<u>27,960.00</u>
Total Other Income	<u>27,960.00</u>
 Net Other Income	 <u>27,960.00</u>
 Net Income	 <u><u>-34,339.93</u></u>



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Fire Chief's Report for September 2014

1. EMS Calls= 28
 - A. In District Calls=15
 - B. Out of District Calls=13
 - C. Number of Patients Transported=17
 - D. Number of Patients Flown Out=0
 - E. Number of Patient Refusals or Public Assists=11
 - F. Number of rollover or Motor Vehicle Accidents=1 (HCI assist/Cancelled)
 - G. Number of Mutual Aide Calls=4 given to HCI Willcox
 - H. Number of Dead on Arrival Calls=1

2. Fire Calls=8
 - A. In District Calls=5
 - B. Out of District Calls=3
 - C. Brush Fires=0
 - D. Structure Fires=0
 - E. Car Fires=0
 - F. Hazardous Materials=0
 - G. Other=8
 - H. Mutual Aide Calls=0

Total Fire and EMS Calls Year to Date= 410. Total calls since the August meeting is 36 .

Training:

1. On duty crews have been completing weekly training sessions. These sessions included CAFS training and NIMS training for the American Medical Response requirements.
2. I attended the Arizona State Fire School in Mesa Sept 4-7. I attended the New Fire Chiefs class. I met some great people and great contacts. Great Class.
3. Captain Escarcega, Firefighter Garner, Firefighter McMullen, and I will be attending the Public Information Officer class on October 8th and 9th in Sierra Vista.
4. I will be attending a table top exercise at the Brian Terry Border Patrol Station in Naco on October 2nd.
5. We have been invited to the AEPCO training the week of October 6-10. We will be sending personnel.

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6. Captain Escarcega, Captain Hershey, and I are attending a Paramedic Refresher class in Sierra Vista. It will conclude on Monday the 29th of September.

Wildland:

1. We have been on no additional Wildland assignments since the last meeting. We currently have billed out to Arizona State Forestry Division \$ 75,233.39

Hazardous Materials:

None.

Maintenance:

1. E305 has steering box leak. Western States will be here Friday morning.
2. E 306 is having transmission problems, we will be investigating.

Communication:

1. We did receive a \$100,000 donation from the private donor. We will be purchasing a fire prevention trailer, work out equipment, protective gear, Thermal imaging camera, laptops, and trailer for our portable water tanks, wheel chocks and valve stem extensions for all vehicles. We would like to thank the Howard G. Buffett Foundation for their extremely generous donation.
2. We did not receive the Tohono O'odham grant.
3. We are still working with Northern Cochise Community Hospital on the wheel chair van. We hope we continue the great relationship that we have with them.
4. Northern Cochise Community Hospital will be here, at the Sunsites-Pearce Fire District station, on October 18th to perform a flu shot clinic. We will post the remaining details as soon as they are available.
5. Firefighter Garner will be graduating Paramedic School on October 11, 2014. We are extremely proud of him.
6. We did not receive the fuels reduction grant from Arizona State Forestry for the Stronghold community.

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